

# DEPARTMENT REPORTS

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**I.T./Web/Newspaper**  
**September 2013**  
**Greg Brown**

**I.T.**

Most I.T. issues in September were of a fairly routine nature.

1. Installed new server hard drives and backup devices to allow us to expand and maintain the information stored on our file servers.
2. Configured workstations for Jimmie Johnson and Sandi Jamison.
3. Discussed long-term computer and server needs with Child Support Enforcement and began research to help them acquire the necessary equipment.
4. Routine maintenance of computers at Bartlesville and Caney, fixing occasional connectivity and other glitches.
5. Finalized consulting agreement with George Noblitt of Noblitt Computers to be the Tribe's main network and desktop support specialist.

**Web**

Several stories were added to the tribal web site in September, including announcements about Delaware Days. The tribal intranet ([intra.delawaretribe.org](http://intra.delawaretribe.org)) was much improved and seems to be getting substantial use.

**Newspaper**

Most of the last half of the month, as usual, was spent working on the October issue of the *Delaware Indian News*. The October issue of the DIN was submitted to Stigler Printing on September 23, and was scheduled to be mailed by September 27. House copies were delivered on September 27. This issue includes information about the upcoming Trust Board election as well as the usual reports and some special features including information about the "Return to Kansas" activities. Note that because of election requirements this issue needed to be mailed first class, and thus the postage costs will be larger than usual. The paper was mailed to roughly 4800 addresses.

LESLIE FALL-LEAF  
Enrollment Department  
Report to the Tribal Council  
October 2013

The Enrollment Department is grateful to report that we are finally completely up to date and current. Not only have the September enrollees been entered and issued cards already but many of the applicants on the October resolution (#2013-52) have already been entered with a status indicator of "pending". This is very exciting for us because it means all we need do following your approval is change their status, assign a number, and print their card.

I will be visiting the Muskogee BIA office on Wednesday Oct. 2<sup>nd</sup> to investigate further into the Hundley case that we have been researching for so long. Diane Buck in Tribal Government Services at the BIA office indicates they have a large file relevant to this case and asked that I come in person to go through the documents. The Court Order issued by the Tribal Court to the State Vital Records Department to obtain a death certificate resulted in a dead end as they found no record of her there. I ask that you allow me to refrain from revealing any of the particular details of my findings for the time being as this will be brought before you once everything is compiled for a decision and I do not wish to cast a bias either way.

In addition, I have been working on compiling more information on our base roll members so that we get the most information possible transferred into the database when we submit the file to the Progeny technicians. I have been to the Bartlesville History Museum and have been researching area cemeteries to obtain the statistics I feel are important to make record of such as dates of birth and death, parentage, children, spouses etc. It is coming along well and I have managed to compile quite a large amount of data fairly quickly now that we are caught up and I have the time to devote to it.

I have not received any further requests for election related mailing lists since I made you aware of the initial interest in such and you were polled to obtain approval. However, in order to act in accordance with the regulations set by the Enrollment Act, I still request that you issue written authorization for the release of the voting list as well as specific guidelines as to who can request a list, the format (print list, electronic list, or mailing labels) and whether there will be a fee associated with a request for this. In political and election related matters my department must remain as neutral as possible and so I ask for your guidance.

Jimmie Johnson  
Delaware Tribe Environmental Program Report  
October Tribal Council Meeting.

- DTEP Hosted Strategic Energy Planning on Sept 4,5,6 at Hampton Inn -Began researching small scale energy projects to be presented to Tribal Council, (Energy Efficiency, Hybrid Solar and Wind projects for homes and small business) -DTEP purchased FLIR (Forward Looking Infrared) Camera to be utilized in Energy Efficiency project.
- DTEP purchased 4 commercial grade paper shredders to be placed in each copy room at the Bartlesville Campus and at Caney Offices.
- Director Johnson attended ACEEE Energy Efficiency as a resource conference in Nashville Tennessee Sept 22nd through Sept 25, attended break out sessions relating to small scale commercial and residential energy efficiency.
- National Zinc Trustee Council is in a holding pattern until a meeting can be set up with the mining company to begin negotiations.
- In the process of closing out current GAP Grant and begin new Grant year

Anita Mathis

Library, Archives, Museum and Gift Shop

October 7, 2013 Tribal Council Meeting

1. The library is still receiving book donations, and with the volunteer help of Joe Brown the books are getting indexed into the system.
2. The students from Ball State University were here filming and doing interviews during Delaware Days. They done a wonderful job. I should be receiving a updated report and pictures sometime this week. I will share when I receive them.
3. The artifacts from the Seminole Tribe in Florida arrived Sept. 18<sup>th</sup>. They did a wonderful job packing all the artifacts and we received everything safe and sound. The pictures can be viewed on the s-drive or on the intranet under Archives/Seminole.
4. These two projects have had me pretty busy this month. Please come by the office to see any of the Artifacts, or with any questions you may have. And like always bring me your pictures, documents, anything you have related to the Delaware Tribe of Indians.

Wanisha Anita

**Mickey Morrison**  
**Wellness Center**  
**Reporting Period of August 2013**

Sign ins 8-5pm 98

Sign ins 5-8pm 89

Pool room is ready for the pool man to work on. He is suppose to be here this coming Monday. Originally we thought Nov 1 we would be opening it but now it maybe the middle of the November. All machines are up and running. There has been a lot of use of the new bicycle.

**TRIBAL COUNCIL REPORT**  
**SEPTEMBER 2013**

**Update on renovation of Child Support Office in Caney Building**

After receiving several bids from contractors, DFMS has been selected to complete renovations for the new Child Support Enforcement office in Caney. The Department of Health and Human Services, Child Support Division requires all Tribal Title IV-D Child Support Enforcement Agencies to follow IRS Safeguarding Standards. Due to the sensitive nature of the information, Title IV-D agencies have access to and the possible damage to an individual's financial information and identity theft, the agency is required to provide physical protection with barriers. *Failure to safeguard IRS information will results in penalties and fines.*

**EMPLOYER IRS SECURITY PRECAUTIONS**

Title IV-D Tribal Child Support Agencies are required to take special precautions to prevent the inadvertent release of information. These precautions include:

- No less than two barriers to sensitive information
- Locked entrance doors requiring individuals to sign in and be escorted into areas that may have IRS information
- Locking desks and filing cabinets
- Clean desk policies
- Log On ID's and passwords
- System access is granted based upon a need to know and at level no higher
- IT Departments must comply with IRS requirements
- New 4" rubber base on all new walls

Renovations are to start at the beginning October and should be completed no later than the middle of November. We are very excited to get moved and settled into our new space.

**Monthly Grant Objectives**

The CSE Team continues to work on monthly grant objectives in an effort to move toward becoming comprehensive by Oct 2014. Meeting all of the monthly objectives is required to receive approval from the Department of Health and Human Services Division of Child Support to go comprehensive. Once comprehensive, we will be able to accept clients and provide services to our area.

We have met with Region 7 Federal Administrator, Barbara Lacina regarding our expansion in to Kansas. Ms. Lacina is very excited and helpful regarding the expansion. The Child Support Enforcement program will be providing services to 36 counties in Kansas, in addition to the 5 counties in the Oklahoma service areas. As a department and the first program located in Kansas, we have initiated and will continue a dialogue with Kansas state administrators and representatives.

The CSE Team was invited to observe the local DHS Child Support docket, which was heard by Judge Williams. This observation was beneficial in that we were able to see firsthand how our cases will be handled once prepared in our office. The CSE staff did stay after and were able to ask questions such as; when the next court proceedings will be, our role in the proceedings and due process. We did obtain a schedule of these monthly proceedings and will attend as many as our schedule allows us to be available to.

The CSE staff visited OK DHS's Chief Counselor for Coordinated Programs, Anthony Jackson. Mr. Jackson informed our CSE department of tracking tools to help locate non-custodial parents and where they may be working. Mr. Jackson was very excited to hear the possibilities for the CSE department going green with a paper light office. His department is currently spending millions of dollars to transfer paper records to electronic records and highly suggest we start electronic files from the get go. The state of Oklahoma currently has 650 cases between 5 case workers. Mr. Jackson informed us that the state would not be sending these cases to our CSE department and that it would be up to the tribe to advertise our program to our tribal members. The state currently trains their case workers thru Lab Corp to provide genetic testing for paternity in their office. By doing genetic testing within our department, we save both time and money.

The CSE Staff visited the Kaw Nation Child Support Enforcement program on September 19-20. The staff was able to ask the Kaw Nation about child support enforcement, modification, paternity testing, and IRS regulations. Also, the team was able to observe court at the Iowa Nation in Perkins, Oklahoma.

The CSE staff and Judge Randall attended the Tribal Child Support Training in Ponca City. This training was hosted by Kaw Nation and conducted by the Honorable Justice Marsha Harlan and Charles Tripp. Day one of training touched on tribal history including: what it means to be a tribe, what makes one Indian and how to be sovereign. Day two of training covered objectives as: IV-9 initiatives, staff responsibilities, preparing cases for legal action, establishing paternity, establishment of child support, modification of support, enforcement for the support and court room etiquette. This training was very beneficial to us in having a better understanding of the CSE role and how to better represent our tribe.



**Upcoming Objectives**

The CSE staff has already set-up a visit to the Comanche Tribe in Lawton, OK at the beginning of October. We will also be attending WICSEC (Western Interstate Child Support Enforcement Council) towards the end of October. The CSE Team looks forward to learning more in the month of October.

Lacey Harris, Social Services Manager

September 27, 2013

### September Council Report

We have been notified that my Annual Progress Report for the upcoming to new ICW Grant was approved for 2014 funding.

The award letter should follow within the next few weeks.

I returned from Energy Efficiency Training this week. The 2 day training included ways to take the energy cost burden away from homeowners by making simple efficient updates to their homes. The training was beneficial for our REACH program, by giving me some new ideas on how to spend funds in the best way possible.

The LIHEAP Cooling season will come to an end on the 30<sup>th</sup> of this month with a total of 26 household served. LIHEAP Heating assistance will start on December 1<sup>st</sup>, and go through Feb 30<sup>th</sup>.

I was able to purchase heating units for the upcoming winter. Tribal members will also be able to apply for those in emergency situations.

Indian child Welfare is growing fast! I am currently working on 7 Child Welfare cases in different States. I continue to do my best in serving our families, and our program is doing very well.

I contacted the State Department of Human Resources via email last week, to follow up on my State ICWA Proposal. I was informed that the proposal was going out for signatures, so we should also see an award letter within the next few weeks.

**Tribal Council Report**  
**Delaware Tribe Historic Preservation Office (DTHPO)**

Reporting Period: September 2013

Report Date: September 30, 2013

Prepared by Brice Obermeyer

**Historic Preservation Projects**

**Performed 182 HPA Section 106 Reviews for August and September** – We performed a total of 182 consultation reviews with 95 performed for private companies and at least 87 performed for public agencies in the months of August and September for a total income of \$21,200 in the past two months. The total income for the reviews from private companies was \$12,400 from August and \$8,800 in September. We anticipate that the September total will increase slightly as we are still receiving projects that are dated in September. The final total for September will be reported in the October Council Report.

**Joined the Native American Advisory Committee for the Kansas Humanities Council (KHC)** –Brice is now a member of the newly formed Native American Advisory Committee for the Kansas Humanities Council. This group is comprised of tribal members and representatives from both Kansas Tribes and beyond that have a background in the humanities. The purpose of the group is to provide Kansas communities with the knowledge and expertist to engage in meaningful discussions about the state's Native American Heritage. We meet twice a year and will review potential KHC funded projects and initiatives as well as serve as speakers for KHC events.

**Attended and Presented at the Ethnohistory Conference in New Orleans, Sept. 11-15** – Brice attended the Ethnohistory Conference which was a four day conference geared toward historians, anthropologists and tribal representatives who share an interest in the study of Native American history. Brice presented a paper describing our effort to determine the cultural affiliation of the Chamber Site (Kuskuskies Village). The paper was well received and from this presentation we established contacts with NAGPRA staff at Ft Lewis College and with a historian at Lehigh University that is studying Moravian Delaware history. Brice also attended several other sessions on Iroquian and Algonquian history as well as one on powwow history and another on historic preservation.

**NAGPRA Projects**

**Cultural Affiliation Study of the Abbott Farm National Historic Landmark** – Greg and Brice continue the process of sorting through the data collected this summer from the Phoebe Hearst Museum and the New Jersey State Museum and reconciling it with the data already collected from the Peabody Museum and the Chicago Field Museum. All of the these institutions have human remains and funerary objects from Abbot Farm and we are working in coordination with some of the best archaeologists in the region (Michael Stewart, Greg Lattanzi and Dustin Cushman) on systematically loading the information into our database so that we can begin further documentation efforts.

**Cultural Affiliation Study of Kuskuskies Village (Chamber's Site)** – Greg and Brice continue to work on revising the Cultural Affiliation Study for the Chamber's Site which we now think is appropriately affiliated with Delaware and Seneca. Greg and Brice are now in the process of revising the affiliation study which we hope to have finished by December. We also may have discovered why there appear to be, at least, two separate cemetery spaces at this site. One cemetery area clearly looks to be Delaware while the other follows a much more unfamiliar pattern. We now think that the unfamiliar pattern may be evidence of a Moravian influence because Moravian cemeteries are often oriented north and south rather than east and west.

**Burial Discovered during archaeological excavations at Otsiningo Farmers Market –**

We continue to receive notifications about the burial that was discovered during an archaeological excavation that was to make way for a construction project in New York. The excavation has ceased and they have asked the tribes and all interested parties how we would like to proceed. If the burial is removed, it will be subject to NAGPRA. It now looks like the burial will be able to be left in place.

**Working with the Delaware Nation and the Stockbridge-Munsee on the joint repatriation of human remains in New York** – We still anticipate that we will be involved on a reburial of one individual in Poughkeepsie, NY who was unearthed last year during private construction (thus not falling under NAGPRA). The private contractor has agreed to rebury the individual in a secure location on their property and we will oversee this reburial jointly with the Delaware Nation and the Stockbridge-Munsee. Chief Pechonick has signed the final paperwork and we should begin planning for the reburial.

Tribal Manager Report  
From: Curtis Zunigha  
To: Delaware Tribal Council  
Date: October 1, 2013

This date marks the unfortunate circumstance of a federal government shut down. It affects the Bureau of Indian Affairs office in Muskogee. The government services staff is laid off until the Congressional budget issue is resolved. BIA is handling several major issues of ours.

1. 638 Contract Proposal - as of Friday September 27, the BIA and Cherokee Nation had not completed their negotiations on the 3-year annual funding agreement (AFA). Embedded within that agreement is the line item for the Delaware Tribe's "Aid To Tribal Government". When the AFA is finalized, our funds will be taken out of the CN allocation and "reprogrammed" for direct use by the Eastern Oklahoma (Muskogee) Regional Office to directly contract with the Delaware Tribe. In the meantime, we will proceed with the budget proposed in the contract and spend tribal funds to carry out the government services. We will be reimbursed once the contract is signed.

2. Fee To Trust Application (Caney) - the amended legal description and supporting documents (deeds and survey) were submitted by certified mail to the BIA Realty Office in Muskogee on Thursday September 26. We have officially requested the "pre-review" of the documents for regulatory compliance before processing of the application resumes. Our concerns should be more about the political climate with the government in Caney and Montgomery County and the state government in Topeka. We will continue to solicit letters of support, however, as Jim Gray advised a no response is still acceptable for our purpose.

3. Fee To Trust Application (Lawrence) - Sandi is developing this application by assembling all the technical elements. What is critical to this process is the tribal Council's directive on what specific acreage is to be put in trust. A border needs to be drawn around the exact piece of land, then a survey and legal description needs to be prepared for submission. We are on a projected timetable of submission by December 31, 2013. There is much to do to build political support from the City of Lawrence, Douglas County, and the state Capitol.

Tribal Operations - grounds maintenance continues although the frequency and quality of work remains a point of contention between management and the contractor. The resumption of weekly communication with DFMS CEO Jim Creed is helpful in seeking satisfactory compliance with work orders. On September 22 DFMS reported that a burglary occurred on the Bartlesville campus. Two trailers and several power tools (custody of DFMS) were stolen. The Bartlesville Police Department, Washington County Sheriff's Department, and Cherokee Nation Marshall's Service have all come to take statements and begin an investigation. We are cooperating with all. Because we only had liability insurance and not total comprehensive replacement insurance, we will not be able to file a claim for reimbursement. DFMS has since purchased replacement lawn care equipment which will be paid by for by the tribe and continued to be under the custody of DFMS. The maintenance staff has not submitted any report on any action they have taken to further secure the tribal equipment they have custody of.

The weeks-long roof leak that causes water damage in Sandi's office (including her computer) is being repaired through our contract with DFMS. The objective is to stop the leak and restore Sandi's office to full operational status.

Housing- most of the current major renovation projects are complete at The Lodges. There are still two circuit breaker boxes to be installed although our contract with DFMS promised completion by July 31. There is a ceiling repair and a roof repair that needs to be accomplished. The courtyard requires an inspection by Chief Pechonick and any other Tribal Council members who want to direct the Housing

Program how to proceed with "beautification". I invite all TC members to go by and check out The Lodges at 10th and Johnstone and report your observations to me.

The HP staff continues to provide daily services by moving qualified Native American applicants into available units. All FEMA trailers have been delivered and are occupied and payback agreements are in effect. Tenant issues ranging from late payment or non-payment of rents to severe maintenance issues to unruly tenant behavior continues to be a monthly concern to our staff. It is something we discuss and manage on a weekly basis. We are also working with a realtor, Pam Elvington (a Delaware Tribal member) of Keller Williams Realty. She is helping us sell the empty lots at our Oologah property and a 3-BR house in Delaware, Nowata County. These properties are costing us money with no revenue derived.

Weekly communication between housing and DFMS has resumed with joint attendance at the Tuesday staff meeting. I believe this will lead to improved performance on all contractual issues from maintenance to billing.

Personnel - I have transferred Lacey Harris to the Housing Program to continue her role as Social Service Manager. She will continue to administer the LIHEAP, REACH, and ICW grants plus perform housing services such as tenant relations, housing counseling, application processing, and other duties assigned. This will keep her at her current pay rate.

Delaware Days - the activity occurred September 27 & 28. It was successful in that it occurred and those who attended were satisfied with the outcome. Thanks to Tribal Council members Chief Pechonick, Chet Brooks, Verna Crawford, Jan Brown, and Annette Ketchum for attending. Several staff members also attended. The film crew from Ball State University in Muncie, Indiana were there plus conducted interviews of selected individuals on campus Friday.

Staff reports - you should have received reports from Enrollment, Environment, IT, Historic Preservation, Accounting (financials), Library/Archives, Child Support Enforcement, and Wellness.

I am on annual leave October 1-4. I will be in Ontario, Canada at the Delaware First Nation Reserve, Moraviantown. I will be in transit Sunday October 6 and Monday October 7. I expect to be back in the office in time for the Tribal Council meeting on Monday. Bruce Martin is acting on my behalf. I am available by email during this period.

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