

DEPARTMENT REPORTS

- Child Support Enforcement - Gina Roth
- Cultural Resources – Anita Mathis
- Enrollment - Leslie Fall-Leaf
- Environmental Protection - Jimmie Johnson
- Health/Wellness – Dee Cummings/Mickey Morrison
- Historic Preservation Office - Brice Obermeyer
- Housing – Mike Marshall
- Information Technology – Johnny Barker
- Tribal Manager's Report

NOT REPORTED

- Communications – Greg Brown

FOR TRIBAL COUNCIL MEETING – SEPTEMBER 15, 2014

**CHILD SUPPORT SERVICES MONTHLY REPORT
DIRECTOR GINA ROTH**

REPORTING PERIOD: From July 16th, 2014 To: August 31st, 2014

DEPARTMENT SUMMARY:

The CSS team attended the National Child Support Enforcement conference in Portland, Oregon August 10th through 15th. The conference theme was “Common Ground for the Modern Family”. Workshop topics focused on strengthening families through education, collaboration and promoting healthy families by encouraging both mothers and fathers involvement. The team continues to prepare to go comprehensive, upon approval from the Federal Office of Child Support Enforcement. The team also continues to facilitate a monthly meeting with the Tribal Judges to discuss the Tribal Court’s role in the CSS program.

ACTIVITIES IN PROGRESS:

The CSS Team is in the process of developing the required forms to become comprehensive. We are attending workshops and training in preparation to go comprehensive and continue to observe local and tribal courts. We are participating in community outreach programs to increase awareness of the Delaware Tribe of Indians CSS program. The required computer equipment to operate our program has been ordered for installment.

ACCOMPLISHMENTS/PLANS:

The CSS comprehensive plan was submitted July 22nd, 2014 and is set for review by the Office of Child Support Enforcement on September 10th, 2014. Upon review the Tribe will be notified of the status of the program plan, as well as, any changes that need to be made. Carl Rich, our Region 6 Tribal Program Specialist reviewed the comprehensive plan and gave a very positive report. The CSS department received approval for a “no cost extension” for expenditure of start up funds August 11th, 2014. The extension was approved through February 28th, 2015.

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|---|-----------------|----|--------|-----------------------|
| | Yes | No | | |
| <u>Complete Comprehensive Plan</u> | <u>x</u> | | | <u>7/23/14</u> |
| <u>No Cost Extension</u> | <u>x</u> | | | <u>8/11/14</u> |

FUTURE PLANS:

Upon receipt of the Federal Committee’s review of the CSS comprehensive plan, the team will make any required changes to the program plan to become comprehensive. The team will attend the following upcoming conferences and trainings: Region 7, Intergovernmental Conference in Kansas City September 9th through 12th, CSS Director’s Semi-Annual meeting in New Orleans October 6th through 10th, Western Interstate Child Support Enforcement Council Conference, October 26th through October 31st. Review and monitor current financials for current status of start up funds.

FOR TRIBAL COUNCIL MEETING –SEPTEMBER 15, 2014

Cultural Resources: MONTHLY REPORT

DIRECTOR: Anita Mathis

REPORTING PERIOD: From: July, 18 2014

To: Aug. 18 2014

DEPARTMENT SUMMARY: Brief overview of what the department focused on this month, performance, new employees, special training, etc.: **Culture Resources**

Aug. has been a busy month. With online sales, A donation of 4 large totes of pictures and documents done and researched by Deborah Nichols and donated by her husband, with more coming at a later date. Have had several books donated for the library. And our Tribal members are still donating pictures, documents and artifacts.

We have had donations of artifacts and documents from Jim Rementer almost daily.

The Cultural Resources dept. also put on loan to the Bartlesville Area History Museum some of our artifacts we received from the Seminole, to be put on display for tribal members as well as museum visitors to see our artifacts.

ACTIVITIES IN PROGRESS: Also mention any issues/problems encountered for these activities. I would still like to get the elders in a reading program with the children in daycare using our books. I would like to start this in the fall of this year. I will set up a meeting with the elders to see if they have any interest in this program.

ACCOMPLISHMENTS/PLANS: These should relate to the Milestone, but more essay-type detail can be provided here.

Report monthly milestone completed; if not completed report status and new end date

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|---------------------------------|------------------|-----------|--|--|
| | Yes | No | | |
| NPS Grant | | x | Still waiting to hear if we were awarded, grant is for \$40,000.00 | We did not receive this grant. I will try again next year. |
| IMLS grant | x | | We were awarded grant for \$6000.00 and a \$1000.00 for education. | |

FUTURE PLANS: Report any long-range plans established; assign action log number(s) and enter into your monthly report it when it is started. Set a reminder on your calendar for that date.

Programs and projects:

- 1.) I would like in the future: A reading program for our children, and getting the elders involved.
- 2.) I am working on getting showcases to put in various locations threw out our campus to display our artifacts.

FOR TRIBAL COUNCIL MEETING – SEPTEMBER 15, 2014

ENROLLMENT DEPARTMENT MONTHLY REPORT

DIRECTOR: Leslie Fall-Leaf

REPORTING PERIOD:

From: July 2014

To: September 2014

DEPARTMENT SUMMARY:

We lost Enrollment Clerk, Chris Miller this month. Chris has been an integral part not only of the day to day functions of the department but also to the successful overhaul we have implemented over the last year or two. His loss is a definite handicap and without a replacement some of the extraneous projects we have been working on must be paused to allow me to focus on keeping our main functions, enrollment and membership updates, on track and up to date.

ACTIVITIES IN PROGRESS: Also mention any issues/problems encountered for these activities. Chris and I had been working through a list of some 2200 Delaware listed on IndianTrust.com, the Cobell websites "Whereabouts Unknown" list. As the attorneys handling the case failed to consult with the Tribes concerning possible information we might have regarding their current addresses, we were attempting to check each name against our records and contact any we could. As a result of our outreach efforts the Cherokees IIM Coordinator, Jolinda Ballou, has been overwhelmed with calls requesting IIM numbers. She is now asking that they not bother to leave a message for her even but to simply call again because her departmental budget wont even cover the cost of the extra phone calls.

Yet, we have barely begun to delve into the list!

ACCOMPLISHMENTS/PLANS: Replace Enrollment Clerk

Training options-We must decide whether the best and most cost efficient manner of obtaining initial training for our new IT person and Enrollment Clerk when hired and continued training for the Enrollment director would be to bring a trainer here or for us to visit their headquarters. While training there would cost less money bringing a trainer to our campus would allow us to train on our own equipment with our own data set.

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|---|-----------|----|--------|----------|
| | Yes | No | | |
| Decide on training options for staff and IT | | x | | |
| Replace Enrollment Clerk | | x | | |

FUTURE PLANS: Report any long-range plans established; assign action log number(s) and enter into your monthly report it when it is started. Set a reminder on your calendar for that date. Still working on gathering data on all Delaware Per Capita Roll signors (Base Roll)- While ever important this projects priority comes in AFTER keeping ourselves up to date and processing member requests

FOR TRIBAL COUNCIL MEETING –September/15/2014

**ENVIRONMENTAL MONTHLY REPORT
DIRECTOR-Jimmie Johnson**

REPORTING PERIOD: From _____ **08-01-2014** _____ **To:** _____ **9-05-14** _____

DEPARTMENT SUMMARY: The Delaware Tribe Environmental Program operates on an EPA GAP Grant to provide funding for day to day office staffing and operations as well as planning and training.

ACTIVITIES IN PROGRESS: Energy Efficiency measures for Social Services building. Director Johnson is in the process of a lighting adjustment that could potentially save up to 15% on energy usage in tribal buildings by removing light bulbs that are unnecessary. Director Johnson also spoke with Councilwoman Pechonick about possibly utilizing BIA funding to officially start the Public Safety/Emergency Management Department, logistics of starting such a department are being researched and timelined at this time.

ACCOMPLISHMENTS/PLANS: Director Johnson attended a housing conference at the Hard Rock Casino in mid August sessions discussed included energy efficiency projects and water resources associated with retention/detention ponds and possible alternatives. Director Johnson also attended CAMEO (Computer Aided Management of Emergency Operations) training in Vinita in August, this software that is provided by the Oklahoma Department of Environmental Quality is a Geospatial Information System (GIS) that can be utilized to store information and create maps that include placement of tribal resources and assets. Procurement and purchase of recycling stations for use in tribal buildings to enhance current recycling capabilities.

Report monthly milestone completed; if not completed report status and new end date

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|--------------------------|-----------|----|--------|----------|
| | Yes | No | | |
| Cameo Training Vinita | Y | | | 6-30-14 |
| | | | | |
| | | | | |

FUTURE PLANS- October 1st starts the new grant year GAP funding has been secured for the upcoming fiscal year. Planning and preparation for energy project upcoming.

FOR TRIBAL COUNCIL MEETING – 9/15/2014

HEALTH/Wellness Center Monthly Report

Dee Cummings/Mickey Morrison

REPORTING PERIOD: From ____ July 16 , 2014 ____
2014 ____

To: ____ August 16,

DEPARTMENT SUMMARY: Wellness Center activity remained consistent with a slight increase in visitors. Helped Allan with the higher education scholarships and school supply vouchers.

ACTIVITIES IN PROGRESS:

We are having the same issue with the leak in the Wellness Center, the carpet on the far southwest side of the room is getting wet every time it rains and it has an awful odor. Trying to get pool room looking up to par. This past week we have had an unusual amount of phone calls and walk ins, inquiring about our facility, due to an article they had read in the newspaper, also the therapy pool at Jane Phillips has apparently closed, and BPR (Bartlesville Physical Rehabilitation Service) instructor is no longer instructing, so we will hopefully be getting a few new clients .I am taking a Word class at TTC.

ACCOMPLISHMENTS/PLANS: I thought also I should let everyone know that the mail previously arrived every day at around 9:00 am; now the post office has split the route between three different carriers so there is no established time of arrival, it can arrive anytime between 9:00 to 5:00.

Report monthly milestone completed; if not completed report status and new end date

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|--------------------------|-----------|----|--------------------|-----------|
| | Yes | No | | |
| Wellness center visitors | x | | 387 sign in visits | 8/16/2014 |
| | | | 6 new members | |
| | | | | |

FUTURE PLANS: I think we should consider a new coat of paint in the pool room and the Wellness Center.

FOR TRIBAL COUNCIL MEETING – 09/14
HISTORIC PRESERVATION OFFICE MONTHLY REPORT
BRICE OBERMEYER, DIRECTOR

REPORTING PERIOD: From 7/31/14 To: 9/05/14

DEPARTMENT SUMMARY

Our department activities have been devoted to completing the Abbott Farm Cultural Affiliation Report and mapping the Delaware allotments in Kansas while carrying out daily consultations with private and public agencies concerning the potential impacts to historic Delaware cultural resources. We contracted with Archaeologist Robert Grumet to help us write a portion of the report and he submitted the Abbott Farm report to me this past month. I am currently integrating his report with my portion and should be finished with this at some point next month. Our third contracted archaeologist, Michael Stewart, has begun drafting his portion of the report and the final report will be completed when I integrate his portion with mine and Grumet's. We anticipate this report will be finished by November of this year.

ACTIVITIES IN PROGRESS: Also mention any issues/problems encountered for these activities.

- Daily consultations, phone calls and emails with public and private agencies
- Abbott Farm National Historic Landmark Cultural Affiliation Report: Work continues on this report but we now have approximately 2/3 of the report completed.
- Mapping the Delaware Reservation in Wyandotte Co, Kansas

ACCOMPLISHMENTS/PLANS:

This past month (July 30-Sept 5) we completed a total of 92 consultation reviews (11 by the Emporia office and 81 by the Temple office) for private companies which generated \$23,000 in total revenue. This was almost **\$5,000** more in revenue this month than last month. We also carried out a similar number of consultations with public agencies at no charge in order to maintain our government to government relationship.

FUTURE PLANS: Report any long-range plans established; assign action log number(s) and enter into your monthly report it when it is started. Set a reminder on your calendar for that date.

- Abbott Farm National Historic Landmark Cultural Affiliation Report: We intend to finish this report by November, 2014
- Mapping the Delaware Reservation in Kansas: We plan to finish this map by December, 2014
- I will serve as a speaker and on the organizing board for the Native Neighbors event in Ottawa, KS on Oct. 4
- Attend and present at two conferences, The Algonquin Conference in NY in September and Ethnohistory Conference in Indianapolis in October.
- Repatriation and Reburial of the Chambers Site (Kuskuskies): We are making arrangements to have the reburial at the Historic Schoenbrunn Village in Ohio by the summer 2015

FOR TRIBAL COUNCIL MEETING – September 5, 2014

**HOUSING MONTHLY REPORT
Mike Marshall**

REPORTING PERIOD: From: August 2014 To: September 2014

DEPARTMENT SUMMARY:

DTHP is currently in a transition period. We are actively training our staff and working closely with HDS (Housing Data Systems) consultants to effectively and efficiently update, correct and establish procedures. DTHP is coming together as a team and working hard to achieve success.

ACTIVITIES IN PROGRESS:

- HDS training
- Preparing Cherokee Nations “Initial Request for information” (09-15-2014 Audit)
- Moving participants into vacant units
- Updating participant waiting list

ACCOMPLISHMENTS/PLANS:

Cherokee Nation will be on site September 15, 2014 to perform their annual Housing Audit. We are preparing and I am confident Housing will do well. Correcting participant accounts has been a major priority for over two months and the deadline has been set for September 30, 2014. The housing CAS is correct and will be updated as needed. Ten DTHP units in Bartlesville have sustained damage from the September 1st, 2014 storms. Amerind claims have been filed and we will be monitoring progress closely.

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|--|-----------------|-----------------|---------------------------|--------------------------|
| | Yes | No | | |
| <u>Fulfill CN Initial Request for Information</u> | | <u>X</u> | <u>In progress</u> | <u>09-15-2014</u> |
| <u>Clean up participants accounts in HDS</u> | | <u>X</u> | <u>In progress</u> | <u>09-30-2014</u> |
| <u>Correct CAS (Current Assisted Stock)</u> | <u>X</u> | | <u>Complete</u> | |

FUTURE PLANS: Train new hires on proper policies and procedures. Continue training for current staff to be more effective and efficient. Continue to update and correct all participant “hard files”. Continue to up-date waiting lists and place new participants in vacant units.

NOTE: This report is for one month only but should be reviewed frequently to assure any action items have not been overlooked)

FOR TRIBAL COUNCIL MEETING – 09/15/14

IT MONTHLY REPORT

Johnny Barker

REPORTING PERIOD: From 08/01/2014

To: 08/31/2014

DEPARTMENT SUMMARY: Worked with Boomer Holtz and George Noblitt to re-enable 6-digit dialing to the Caney and Chelsea offices. Participated in the Lenape Language Curriculum meeting, and will manage the iPad Air's that will be utilized for the class. Continue to perform daily IT technical support to all staff members.

ACTIVITIES IN PROGRESS: Ordering Dell server for the Child Support program and will be installing the new equipment at the Caney office.

ACCOMPLISHMENTS/PLANS: Uploaded to YouTube the Tribal council meeting. The Lawrence KS location has no working internet connection.

Report monthly milestone completed; if not completed report status and new end date

| MILESTONE FOR THIS MONTH | Completed | | Status | End Date |
|--------------------------|-----------|----|---|----------|
| | Yes | No | | |
| ESI Mobile Messaging | | X | Holtz electric has ordered a replacement card | 9/15 |
| Voice and Data | | X | Preliminary work has begun and will take 1-2 months to install the new circuit. | 10/15 |
| | | | | |

FUTURE PLANS: Continue to provide computer technical support to all staff members and to facilitate addition IT requests.