

DEPARTMENT REPORTS

- Child Support Enforcement - Gina Roth
- Cultural Resources – Anita Mathis
- Enrollment - Leslie Fall-Leaf
- Environmental Protection - Jimmie Johnson
- Health – Jyme Felix/Mickey Morrison
- Historic Preservation Office - Brice Obermeyer
- Housing – Mike Marshall
- Nutrition – Allan Barnes
- Social Services – Sasheen Reynolds

MISSING; AS OF 10/20/14:

- Communications – Greg Brown
- Information Technology – Johnny Barker
- Tribal Manager's Report

FOR TRIBAL COUNCIL MEETING – 10/20/2014
CHILD SUPPORT SERVICES MONTHLY REPORT

GINA ROTH/DIRECTOR

REPORTING PERIOD: From: Sept. 15, 2014 To: Oct 10, 2014

DEPARTMENT SUMMARY:

The Child Support Services Program continues to move forward with the development and implementation of their program. The team is eagerly waiting to hear back from the federal government regarding the presented Year 3 Comprehensive Plan. CSS expects to receive very few corrections to the plan. CSS will correct any mistakes; have the Tribal Council approve any corrections, then send corrections back to the government as soon as possible. In the mean time, CSS has traveled to Kansas City twice this month. The first visit was for a Region V & VII Intergovernmental Meeting. The second was for a Domestic Violence Training. Both visits were very informative and provided helpful networking. On September 15th, CSS hired Nathan Persinger, as intake receptionist.

ACTIVITIES IN PROGRESS:

- The Delaware Child Support Services Program continues to research the program and develop much needed insight to other well performing programs.
- The CSS Program will continue to develop relationships with state and tribal CS programs.
- CSS is working on obtaining their case management systems and then will be trained.

ACCOMPLISHMENTS/PLANS

On July 3rd, The Child Support Program held a Tribal Council Workshop in regards to submitting their Comprehensive Plan to their federal administrators. At this workshop the Tribal Council was able to ask questions and state any concerns they had. At the Tribal Council meeting on July 7th, the Council approved the plan, as long as a few amendments were made. On July 22nd, the Comprehensive Plan was completed and submitted.

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

MILESTONE FOR THIS MONTH	Completed		Status	End Date
	Yes	No		
CS held TC workshop	X		Completed	7/3/14
TC approved CS Comprehensive Plan	X		Completed	7/7/14
CS submitted Comprehensive Application	X		Completed	7/22/14

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.

- On September 15th, CSS hired Nathan Persinger, as intake receptionist.
- The CSS Director, Gina Roth, is attending the Nation Association of Tribal Child Support Directors from Oct. 7th - 9th.
- Gina Roth will attend a CS Directors meeting at Chickasaw Nation on Oct. 22nd.
- CSS will view a CS docket in Washington County on Oct. 10th.
- CSS will view a CS docket at Osage Nation on Oct. 17th.
- The CSS Team will meet on Oct. 15th.
- Gina Roth and Kinzie Gomez will attend the Western Interstate Child Support Enforcement Conference from Oct. 27th -30th.

FOR TRIBAL COUNCIL MEETING –Oct.//2014

**CULTURAL RESOURCES MONTHLY REPORT
DIRECTOR: Anita Mathis**

REPORTING PERIOD: From ___August 15, 2014 To: ___September 30, 2014

DEPARTMENT SUMMARY:

Sept. has been a good month for Donations, we have received some really old historical documents from Deborah Nichols and lots of other research papers and pictures this alone will keep me busy for awhile. This donation consisted of 4 large totes of pictures and documents researched by Deborah Nichols and donated by her husband David. We have now also received a donation of 72 books donated for the library, all these books are Delaware or Delaware related. Many of the books are out of print and hard to find or not available at all. We are very lucky to have these books for our library and research. They were also part of Deborah's collection. Our Tribal members are still donating pictures, documents and artifacts.

We still have 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. Debbie has finished the display and it looks very good, if any one would like to see our artifacts on display please go visit the Bartlesville Area History Museum.

ACTIVITIES IN PROGRESS:

Finding room and shelving for the many books and gift shop items we have.

ACCOMPLISHMENTS/PLANS:

Nothing to report this month

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 have been 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 this 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 – October 20, 2014

**ENROLLMENT DEPARTMENT MONTHLY REPORT
DIRECTOR: Leslie Fall-Leaf**

REPORTING PERIOD:

From: September 2014

To: October 2014

DEPARTMENT SUMMARY:

As you are aware the Enrollment Department was reduced to a single person on August 29th when Chris Miller left us. I have been focusing on keeping the basic functions of my department up to date and the members satisfied with the services they request. Out of sheer necessity some of the secondary functions and projects we normally handle have had to be pushed back on the priority list in order to do this (ie Facebook updates and individual notification of the 2200 members on the Cobell Whereabouts Unknown list)

ACTIVITIES IN PROGRESS:

In September Cobell Settlement checks were disbursed and as expected my office has been flooded with calls. I have posted instructions on the Facebook page and in the DIN as well as emailing other tribal employees in hopes of fielding some of these calls as it seems some days all I do is answer the phone. I have little way of knowing how much this has actually helped but upon inquiring of our Admin. Assistant how many of the total calls coming into the main number were for me the answer I received was 95%. That's 95% of ALL calls coming into the tribal offices! For this reason it is essential that the open position in my department be filled as soon as possible if I am to keep abreast of the progress we have made over the last 2 years.

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.

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

MILESTONE FOR THIS MONTH	Completed		Status	End Date
	Yes	No		
Decide on training options for staff and IT		x	<u>On hold until new clerk selected</u>	
<u>Replace Enrollment Clerk</u>		<u>x</u>		

FUTURE PLANS:

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/30/2014
ENVIRONMENTAL MONTHLY REPORT
DIRECTOR-Jimmie Johnson

REPORTING PERIOD: From _____ September 1 _____ To: __September 30 _____

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:

Developing Energy Auditing Project, to promote energy efficiency and enhance energy savings in the Delaware Tribe's Housing program (Low Rent). This program will perform energy audits for Low Rent Housing residents and give them techniques to use to enhance energy savings. This program and report process will also recommend mitigation measures for the Housing Program to implement in the low rent housing stock.

ACCOMPLISHMENTS/PLANS:

Housing Inspector Walter Dye and DTEP Director Jimmie Johnson spent 3 days in Tahlequah with the Cherokee Nation Environmental Program. During this stay the Delaware Tribe received technical assistance in the performance of HUD Environmental Reviews and processes, along with technical guidance from the Cherokee Nation Energy Auditing team.

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

MILESTONE FOR THIS MONTH	Completed		Status	End Date
	Yes	No		
Cherokee Nation Energy Audit Technical Assistance	Y		Completed	10-2-2014
Cherokee Nation Environmental Review Training/TA	Y		Completed	10-2-2014

FUTURE PLANS:

(OCT) Continue to develop a project proposal for the establishment of a Tribal Energy Auditing Team to perform Energy Audits on current low rent housing stock.

FOR TRIBAL COUNCIL MEETING –10/20/14

HEALTH/Wellness Center Monthly Report

Jyme Felix/Mickey Morrison

REPORTING PERIOD: From 08/16/14

To: 09/30/14

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		346	09/30/14
Wellness Center New Members			11	09/30/14
Pool Visitors			16	09/30/14

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

FOR TRIBAL COUNCIL MEETING – 010/20
HISTORIC PRESERVATION OFFICE MONTHLY REPORT
BRICE OBERMEYER, DIRECTOR

REPORTING PERIOD: From 9/06/14 To: 10/10/14

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

Our department activities have been devoted to preparing for several conferences this month while carrying out daily consultations with private and public agencies concerning the potential impacts to historic Delaware cultural resources. Brice served on the organizing committee and as a presenter for the Native Neighbors event in Ottawa hosted on Oct. 4 by the Franklin County Historical Society in Ottawa, KS. He also participated and presented on Tribal Historic Preservation at the Algonquin Conference on Sept. 27 in Albany, NY and presented ongoing research about the Delaware lands in Kansas at the Ethnohistory Conference in Indianapolis from Oct. 8-11. We anticipate that these efforts will help to raise awareness about our historic preservation efforts among the local Kansas community as well as those interested in Delaware history academically, and among those interested in Delaware history living in the Delaware homeland.

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: we wait to hear from our contractors on the progress.
- Began discussions with the Temple Office about developing an archaeological contracting firm to be owned and administered by the Delaware Tribe.

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

This past month (Sept. 6-Sept. 26) we completed a total of 102 consultation reviews (12 by the Emporia office and 90 by the Temple office) for private companies which generated \$25,500 in total revenue. This was almost **\$1,500** more in revenue this month than last month. I do anticipate our project load and revenue to decrease over the winter months with the end of the “dig” season coming soon. We also carried out approximately 40 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.

- Developing our own Delaware Tribe Archaeological Contract firm
- 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
- 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

FORTTRIBALCOUNCILMEETING on October20,2014

**HOUSING MONTHLY REPORT
Mike Marshall**

REPORTING PERIOD: From: August 15, 2014 To: September 30, 2014

DEPARTMENT SUMMARY:

DTHP is pleased to introduce our new Housing Director, Ron Scott.

We are actively training our staff and working closely with HOS (Housing Data Systems) consultants to effectively and efficiently update, correct and establish procedures.

Housing continues to build staff relationships creating a strong team.

ACTIVITIES IN PROGRESS:

- HDS training continuing
- Cherokee Nation will
- Moving participants into vacant units
- Updating participant waiting list

ACCOMPLISHMENTS/PLANS:

Correcting participant accounts has been a major priority for over two months and the deadline has been changed to October 31st, 2014. The housing CAS is correct and will be updated as needed. Ten DTHP units in Bartlesville have sustained damage from the September 1, 2014 storms. DTHP is actively requesting bids for damage repairs.

MILESTONE FOR THIS MONTH	Completed		Status	End Date
	Yes	No		
Fulfill CN Initial Request for Information			In progress	10-24-2014
Clean up participants accounts in HOS			In progress	10-31-2014
Correct CAS (Current Assisted Stock}	x		Complete	

FUTURE PLANS: Ongoing training for hires on proper policies and procedures and continuing training for current staff to be more effective and efficient. Processing updates and correcting all participant "hard files". DTHP continues to process and up-date waiting lists and place new participants in vacant units.

FOR TRIBAL COUNCIL MEETING – October/20/2014

ELDER NUTRITION MONTHLY REPORT
Allan Barnes, Director

REPORTING PERIOD: From: September 01st, 2014 To: October 1st, 2014

DEPARTMENT SUMMARY: Continued growth is being experienced in the number of meals served by our Kitchen Staff. August total meals served were 1,000. September total meals served were 1,053. Based on the 21 days we were open, the daily meals served has risen to an average of 50 meals per day. Certainly this continuing increase is exciting but does raise some issues, regarding food costs and ways to offset our increased expenses. At this time, guest meals(those under age 55) and donations are allowing our Department to provide the satisfying menu that our Diners are accustomed.

ACTIVITIES IN PROGRESS: Existing activities of Exercise, Bingo and a monthly Birthday celebration continue. On October 15th, a Flu vaccination Clinic was held in Forsythe Hall. Also, The Delaware Tribe Election Board held a Candidate Forum on October 11th. Inquiries regarding the rental of Forsythe Hall is growing and 2 events have been held and 2 are scheduled; a wedding reception in November and an Anniversary in December. A rental agreement is required and certain limitations and restrictions do exist. Currently, the ongoing events are being supervised by staff from the Elder Nutrition Department.

ACCOMPLISHMENTS/PLANS: Membership to the OICOA(Oklahoma Indian Council On Aging) has been made and monthly teleconferences held by the Administration on Aging are being participated in, to establish a network base of contacts to refer to and help develop our Tribal Title VI Program. Our Oklahoma Association is very well represented by several Tribes and highly regarded. For additional information a website is available. WWW.olderindians.aoa.gov

MILESTONE FOR THIS MONTH	Completed		Status	End Date
	Yes	No		
Meals Served in September	X		1,053 Total Meals	9/30/2014
			976 Congregate + 77 Guest	

FUTURE PLANS: Contact has been made with the state association for Title VI program, the OICOA(Oklahoma Indian Council on Aging). The next meeting of this organization will be held on October 17th for Title VI Directors. Our Delaware Tribe of Indians will be represented by Elder Nutrition Director, Allan Barnes and possibly Councilwoman Jenifer Pechonick, who played a significant role in obtaining funding for Part C, Elder Caregiver Services. Continued research and development is ongoing for the publication for our Elder Resource Guide.

FOR TRIBAL COUNCIL MEETING – October 20, 2014

**Social Services, Community & Education Assistance MONTHLY REPORT
Sasheen Reynolds, Coordinator**

REPORTING PERIOD: From: August 15th

To: September 30th

DEPARTMENT SUMMARY:

Currently I am finishing up the School Supply Vouchers. Things are slowing down since the Scholarship and School Supply Voucher has ended. So as of right now I am only accepting Medical and Elder Assistance Applications.

ACTIVITIES IN PROGRESS:

Currently the Education Committee has completed the 2014 School Supply Vouchers and finishing up and getting them to accounting for the Checks to be processed. Still trying to get the final Scholarships applications processed and get them sent out.

ACCOMPLISHMENTS/PLANS:

My plans are to get all the Scholarship and School Supply Vouchers finished up.

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

MILESTONE FOR THIS MONTH	Completed		Status	End Date
	Yes	No		
Community Service Meeting	X		\$1,439.90 Total Approved-Burial-1 @ \$500.00, Elder Prescription-2 @ \$239.90, Dental-2 @ \$700.00	9/30/2014
Education Committee	X		\$2437.15 Total Approved- Athletic Assis.-11 @ \$495.52, Education Assis.-12 @ \$596.01, Academic Achievement Award-1 @ \$100.00, Votech-2 @ \$400.00, School Supply Voucher-24 @ \$845.62	9/30/2014

FUTURE PLANS:

Next Community Service and Education Committee Meeting October 20, 2014. Includes School Supply Voucher and finishing up the Fall 2014 Higher Education Scholarship Program.