

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL
AGENDA

JUNE 23, 2018

10:00 AM

TRIBAL TRANSIT FACILITY
1800 SYRACUSE AVENUE
NORFOLK, NEBRASKA

- I. CALL TO ORDER
 - a. Invocation
 - b. Roll Call
- II. APPROVAL OF AGENDA
- III. APPROVAL OF MINUTES
 - a. June 4, 2018 (p.3-6)
- IV. RATIFICATION OF ACTIONS (to be e-mailed separately)
- V. CHAIRMAN'S REPORT
- VI. JACOB OLSUFKA, DIRECTOR OF FINANCE
 - a. Schedule of Expenditures Report as of 5/31/18 (p.7-10)
 - b. Indirect Cost Report as of 5/31/18 (p.11-12)
 - c. General Fund Report as of 5/31/18 (p.13-16)
 - d. Committee Report as of 5/31/18 (p.17-22)
 - e. Tribal Council Budget Summary Report as of 5/31/18 (p.23)
 - f. Miscellaneous Report for May 2018 (p.24)
 - g. Carter Lake Project Budget – MOTION (p.25-27)
- VII. RHIANNON CLAUSEN, CHIEF OPERATING OFFICER
 - a. State of Nebraska Mental Health and Substance Abuse Grant – RESOLUTION (p.28-53)
- VIII. ELISE EMANUEL, DIRECTOR OF GRANTS MANAGEMENT
 - a. Family Violence Prevention & Services Act Grant – RESOLUTION (p.54-59)
- IX. STEPHANIE POSPISIL, DIRECTOR OF SOCIAL SERVICES
 - a. Title IV-B Funding Application – RESOLUTION (p.60-66)
- X. STEPHANIE SLOBOTSKI, TRANSPORTATION PLANNER
 - a. Crofton Parking Lot Project Bid Award – MOTION (p.67-71)
 - b. NPHA Michigan Street Parking Improvement Project Bid Award – MOTION (p.72-78)
 - c. Maintenance Worker/Ponca Express Transporter job description revised – MOTION (p.79-81)
- XI. GEORJA KRIEBS, ENVIRONMENTAL DIRECTOR (plan to be e-mailed separately)
 - a. RTOC Meeting Representatives – MOTION (p.82-83)
 - b. Request to rescind current Emergency Management Plan – MOTION (p.84)
 - c. Request to update and/or develop a new Emergency Management Plan – MOTION
- XII. LARRY VOEGELE, CHIEF EXECUTIVE OFFICER
 - a. Electronic Health Record/Practice Management System Vendor Selection – MOTION (p.85-122)

- XIII. NEW BUSINESS
 - a. Brad Jolly Legal Invoice – MOTION (p.123-136)
 - b. Braun Intertec Invoice – MOTION (p.137-139)
 - c. LSE Architects Invoice – MOTION (p.140-155)
 - d. NAFOA Membership – MOTION (p.156-159)
 - e. Committee Appointments (p.160)
 - f. July 9, 2018 Tribal Council Meeting (Chairman Wright)
- XIV. OTHER BUSINESS
- XV. JONATHAN ROBINSON, HUMAN RESOURCE DIRECTOR
 - a. Risk Management Insurance Renewal – MOTION (p.161-add'l info to be e-mailed separately)
 - b. Ponca Preference Internship Job Description – MOTION (p.162-164)
 - c. Social Services Administrative Assistant (Norfolk) Job Description Revised – MOTION (p.165-166)
 - d. Tribal Historian/THPO Assistant Job Description Revised – MOTION (p.167-169)
 - e. Community Health Manager Job Description – MOTION (p.170-171)
 - f. PTN Organizational Charts Revised – MOTION (p.172-175)
 - g. EDTA Job Description Revised – MOTION (p.176-178)
 - h. DDTA Job Description Revised – MOTION (p.179-181)
- XVI. EXECUTIVE SESSION
 - a. Promotion/Transfer Request – MOTION (Jonathan Robinson, HR) (p.182-183)
 - b. Jacob Olsufka Annual Evaluation
- XVII. ADJOURN

AGENDA ITEM REQUEST

(for employees only)

DATE SUBMITTED: 05/20/2018

All agenda item requests must be approved by Executive Management and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/04/2018Subject: : State of Nebraska Mental Health and Substance Abuse Grant

ACTION REQUEST: (Please describe request in the form of a motion)

Motion to approve the State of Nebraska Mental Health Grant- \$129,00.00 and Substance Abuse Grant \$123,786.00 for the time period of July 1, 2018 to June 30, 2019. This also will include changes in personal action forms for employees under these two grants.

Will there be support materials for this agenda item? Yes No
 (If there are support materials, one copy must be attached)

Submitted By: Kathy Rieb, Contract Service Administrator

APPROVED Rhiannon Clausen
 Rhiannon Clausen, Chief Operating Officer

Digitally signed by Rhiannon Clausen
 DN: cn=Rhiannon Clausen, o=Ponca Tribe of Nebraska,
 ou, email=rclausen@poncatribene.org, c=US
 Date: 2018.05.22 09:36:54 -0500

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL

RESOLUTION 18-_____

WHEREAS: The Ponca Tribe of Nebraska is a federally recognized Indian Tribe (P.L. 101-484) whose business affairs are conducted by the Ponca Tribal Council as defined in the Constitution approved July 22, 1994 by the Acting Deputy Commissioner of Indian Affairs; and

WHEREAS: Pursuant to the Constitution of the Ponca Tribe of Nebraska, the Ponca Tribal Council exercises legislative powers to enact and promulgate resolutions and ordinances subject to all express restrictions upon such powers contained in the constitution; and

WHEREAS: The Tribe has the authority to submit an application on behalf of the Native American individuals in the Tribe and to administer programs and activities under this program; and

WHEREAS: Mental health and substance abuse disorders disproportionately impact American Indians across the United States and there is unmet need for mental health and substance abuse treatment services for American Indians in the Ponca Service Delivery Area;

THEREFORE, BE IT RESOLVED That the Ponca Tribal Council approves a continuation of the State of Nebraska Behavioral Health award, in the amounts of \$129,099.00 for Mental Health Services and \$123,786.00 for Substance Abuse Services, for the period of 07/01/2018 to 06/30/2019.

CERTIFICATION

THIS IS TO CERTIFY AND AFFIRM that the above and foregoing Resolution was duly authorized and passed by the Ponca Tribal Council on the _____ day of June, 2018 at a duly called meeting held in Norfolk, Nebraska by a vote of _____ Ayes; _____ Nays; _____ Abstained; _____ Absent. Chairperson _____ voting _____ not voting. A Quorum of _____ was present.

ATTEST

Larry Wright, Jr., Chairman
Ponca Tribe of Nebraska

Candace Bossard, Secretary
Ponca Tribe of Nebraska

AGENDA ITEM REQUEST

(For employees only)

DATE SUBMITTED: 5/22/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: X Tribal Council
 Executive Committee

Meeting Date: 6/23/2018

Subject: Request for an approved resolution for a continuation application for the Administration for Children and Families (ACF) Family Violence Prevention and Services Act (FVPSA) Grant.

ACTION REQUEST: (Please describe request in the form of a motion)
I am requesting a Tribal Council resolution to authorize a continuation application for the Family Violence Prevention and Services Act (FVPSA) Grant, administered through the funding agency, Administration for Children and Families (ACF).

Will there be support materials for this agenda item? X Yes No
(If there are support materials, one copy must be attached)

Submitted By: Elise Emanuel
Director of Grant Management

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL

RESOLUTION 18-_____

WHEREAS: The Ponca Tribe of Nebraska is a federally recognized Indian Tribe (P.L. 101-484) whose business affairs are conducted by the Ponca Tribal Council as defined in the Constitution approved July 22, 1994 by the Acting Deputy Commissioner of Indian Affairs; and

WHEREAS: Pursuant to the Constitution of the Ponca Tribe of Nebraska, the Ponca Tribal Council exercises legislative powers to enact and promulgate resolutions and ordinances subject to all express restrictions upon such powers contained in the constitution; and

WHEREAS: The Tribe has the authority to submit an application on behalf of the Native American individuals in the Tribe and to administer programs and activities under this program; and

WHEREAS: The Administration for Children and Families (ACF) Family Violence Prevention and Services Program administers the Family Violence Prevention and Services Act (FVPSA), the primary federal funding stream dedicated to the support of emergency shelter and related assistance for victims of domestic violence and their children;

WHEREAS: The Ponca Tribe of Nebraska acknowledges the importance of providing direct services to victims and education to community members, law enforcement, victim service providers, and Tribal staff to ensure the needs of victims are addressed in a professional and compassionate manner;

WHEREAS: The Ponca Tribal Council has identified this grant opportunity as a funding source to support the efforts related to developing the capacity of the Tribe to address family and domestic violence issues for Tribal members and Native Americans within our service delivery area.

THEREFORE, BE IT RESOLVED: That Elise Emanuel, Director of Grant Management, is authorized to execute and file an application for federal assistance on behalf of the Ponca Tribe of Nebraska with the Administration for Children and Families (ACF);

THEREFORE, BE IT RESOLVED: That Elise Emanuel is authorized to execute and file with its applications the annual certifications and assurances and other documents the ACF requires before awarding a federal assistance grant or cooperative agreement.

THEREFORE, BE IT RESOLVED: That Elise Emanuel is authorized to execute grant and cooperative agreements with the ACF on behalf of the Ponca Tribe of Nebraska.

Resolution 18-____
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CERTIFICATION

THIS IS TO CERTIFY AND AFFIRM that the above and foregoing Resolution was duly authorized and passed by the Ponca Tribal Council on the 23rd day of June, 2018, at a duly called meeting held in Norfolk, Nebraska by a vote of ____ Ayes; ____ Nays; ____ Abstained; ____ Absent. Chairperson ____ voting ____ not voting. A Quorum of ____ was present.

ATTEST

Larry Wright, Jr., Chairman
Ponca Tribe of Nebraska

Candace Bossard, Secretary
Ponca Tribe of Nebraska

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 06 / 13 / 2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 6.23.2018

Subject: Approval of Title IV-B funding application

ACTION REQUEST: (Please describe request in the form of a motion)

Request that Council approve a resolution in support of the Department of Social Service's submission of the FY 2019 funding request to the Administration for Children and Families.

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

Submitted By: Stephanie Pospisil

APPROVED Falon McAlpin
Executive Director of Tribal Affairs

Digitally signed by Falon McAlpin
DN: cn=Falon McAlpin, c=US, o=Tribe of Nebraska,
ou=Tribe of Nebraska, email=falcon@tribe-ne.org, cn=US
Date: 2018.06.13 14:55:39 -0500

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL

RESOLUTION 18-____

WHEREAS: The Ponca Tribe of Nebraska is a federally recognized Indian Tribe (P.L. 101-282) whose business affairs are conducted by the Ponca Tribal Council as defined in the Constitution approved July 22, 1994 by the Acting Deputy Commissioner of Indian Affairs; and

WHEREAS: Pursuant to the Constitution of the Ponca Tribe of Nebraska, The Ponca Tribal Council shall exercise legislative powers to enact and promulgate resolutions and ordinances subject to all express restrictions upon such powers contained in constitution; and

WHEREAS: The Ponca Tribe of Nebraska supports and works to provide much needed Social Services, including services and assistance for Ponca Members and children;

NOW, THEREFORE BE IT RESOLVED, The Ponca Tribe of Nebraska Department of Social Services is hereby directed to submit this proposal for IV-B funding through the Department of Administration of Children and Families.

CERTIFICATION

THIS IS TO CERTIFY AND AFFIRM that the above and foregoing amended resolution was duly authorized and passed by the Ponca Tribal Council at a duly called meeting held in Norfolk, Nebraska on the ____ day of June, 2018 by a vote of ____ Ayes; ____ Nays; ____ Abstained; ____ Absent. Chairperson ____ voting ____ not voting. A Quorum of ____ was present

ATTEST

Larry Wright, Jr., Chairman
Ponca Tribe of Nebraska

Candace Bossard, Secretary
Ponca Tribe of Nebraska

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 6/14/18

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 6/23/18

Subject: Approval/Motion of contractors for Crofton and Michigan Street

ACTION REQUEST: (Please describe request in the form of a motion)

1. Motion to award Wragge Construction a lump sum contract in the amount of \$143,007.87 for the NPHA Michigan Street parking improvement project.
2. Motion to award M&B Quality Concrete, LLC a lump sum contract in the amount of \$280,827.07 for the Crofton parking lot improvement project.
3. Motion to Approve changes to Niobrara Maintenance position.

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

Submitted By: Stephanie Slobotski

APPROVED


Executive Director of Tribal Affairs

AGENDA ITEM REQUEST

DATE SUBMITTED: 6/7/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/23/2018

Subject: Asking Tribal Council for official approval to represent the Ponca Tribe of Nebraska at the Regional Tribal Operation Committee meetings and conference calls.

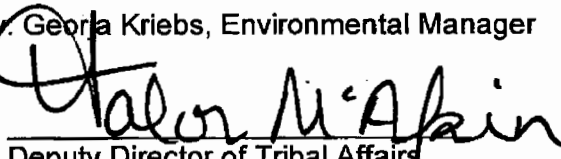
ACTION REQUEST: (Please describe request in the form of a motion)

-Motion to approve Georja Kriebs as the delegate and Misha Mazurkewycz as the alternate representative at the Regional Tribal Operation Committee for the PTN

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

Submitted By: Georja Kriebs, Environmental Manager

APPROVED


Deputy Director of Tribal Affairs

AGENDA ITEM REQUEST

DATE SUBMITTED: 06/07/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/23/2018

Subject: Resend the Emergency Management Plan

ACTION REQUEST: (Please describe request in the form of a motion)

- 1) Requesting a motion to resend the current Emergency Management Plan that was last reviewed and approved by Tribal Council in 2013.
- 2) Requesting a motion to update and/or develop a new Emergency Management Plan due to the tribes growth and changing needs.

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

- Emergency Management Plan approved by Council in 2013.

Submitted By: Georgia Kriebs, Environmental Manager

APPROVED


Interim Executive Director of Tribal Affairs

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 06/15/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/23/2018

Subject: Electronic Health Record / Practice Management System Vendor Selection

ACTION REQUEST: (Please describe request in the form of a motion)

Motion to approve contracting with Aprima Medical Software to provide a replacement Electronic Health Record / Practice Management System with a patient portal and population management components.

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

Submitted By: Larry Voegele

APPROVED 
Chief Executive Officer

AGENDA ITEM REQUEST

(for employees only)

DATE SUBMITTED: 06/15/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/23-24/2018

Subject: Risk Management Insurance Renewal

ACTION REQUEST: (Please describe request in the form of a motion)

- Motion to approve the Risk Management Insurance renewal.

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

Submitted By: Jonathan Robinson

APPROVED 
EDTA/CEO/DOF/HRD

AGENDA ITEM REQUEST

(for employees only)

DATE SUBMITTED: 06/15/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/23-24/2018

Subject: Job Description Revisions

ACTION REQUEST: (Please describe request in the form of a motion)

- Motion to approve the Ponca Preference Internship job description – Revised.
- Motion to approve the EDTA job description – Revised.
- Motion to approve the DDTA job description – Revised.
- Motion to approve the Social Services Administrative Assistant (Norfolk) job description – Revised.
- Motion to approve the Tribal Historian/THPO Assistant job description – Revised.
- Motion to approve the Community Health Manager job description.

Will there be support materials for this agenda item? Yes No
 (If there are support materials, one copy must be attached)

Submitted By: Jonathan Robinson

APPROVED



EDTA/CEO/DOF/HRD

AGENDA ITEM REQUEST

(for employees only)

DATE SUBMITTED: 06/15/2018

All agenda item requests must be approved by the Tribal Business Manager and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5)** **working days before the meeting.**

Meeting of: Tribal Council
 Executive Committee

Meeting Date: 06/23-24/2018

Subject: Organizational Chart Revisions

ACTION REQUEST: (Please describe request in the form of a motion)

- Motion to approve the PTN Organizational Chart – Revised.

Will there be support materials for this agenda item? Yes No
(If there are support materials, one copy must be attached)

Submitted By: Jonathan Robinson

APPROVED 
EDT/CEO/DOF/HRD