

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL  
AGENDA

NOVEMBER 17, 2018  
10:00 AM  
TRIBAL OFFICE  
1701 E STREET  
LINCOLN, NEBRASKA

- I. CALL TO ORDER
  - a. Invocation/Roll Call
- II. APPROVAL OF AGENDA
- III. APPROVAL OF MINUTES
  - a. November 5, 2018
  - b. November 10, 2018
- IV. RATIFICATION OF ACTIONS
- V. ELECTION OF EXECUTIVE COMMITTEE
- VI. DON MAGNUSON, NORTHERN PONCA HOUSING AUTHORITY
  - a. CBDO Designation – RESOLUTION
  - b. FY 2018 ICDBG - RESOLUTION
  - c. Approval To Utilize ICDBG funds as leverage - MOTION
- VII. CHAIRMAN’S REPORT
- VIII. EXECUTIVE TEAM REPORT (Falon McAlpin, EDTA)
- IX. JACOB OLSUFKA, DIRECTOR OF FINANCE
  - a. Schedule of Expenditures Report as of 10/31/18
  - b. Indirect Cost Report as of 10/31/18
  - c. General Fund Report as of 10/31/18
  - d. Committee Report as of 10/31/18
  - e. Tribal Council Report as of 10/31/18
  - f. Miscellaneous Report for October 2018
  - g. Calendar Year 2018 COLA – MOTION
- X. RHIANNON CLAUSEN, CHIEF OPERATING OFFICER
  - a. Add Two New Positions for Medical Assistant/License Practical Nurse at FLH&WC – MOTION
  - b. Medical Assistant/Licensed Practical Nurse (Omaha) Job Description Revised – MOTION
- XI. JONATHAN ROBINSON, HUMAN RESOURCE DIRECTOR
  - a. Non-Disclosure Agreement with Alliant and Deerwalk – MOTION
  - b. Department of Homeland Security MOU – MOTION
  - c. Transportation Superintendent Job Description Revised – MOTION
  - d. Career Coach Job Description Revised – MOTON
  - e. Vacation Carryover Deadline Extension – MOTION
- XII. NEW BUSINESS
  - a. Brad Jolly Legal Counsel Invoice – MOTION
  - b. Nebraska Indian Community College Request – MOTION
  - c. Gaming Commission Appointment - MOTION
- XIII. OTHER BUSINESS
- XIV. EXECUTIVE SESSION
  - a. Promotion/Transfer Request – MOTION (Jonathan Robinson, HR)
  - b. Confidential Discussion Requested (Falon McAlpin/Diane Wagner/Bill Yunker)
  - c. Review PGE Applicants/Schedule Interviews
- XV. ADJOURN



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 Tribal Council of the Ponca Tribe of Nebraska has designated the Northern Ponca Housing Authority (NPHA) as its Tribally Designated Housing Entity by Tribal Council Resolution No. 97-67; and

**WHEREAS,** the Northern Ponca Housing Authority has established the Northern Ponca Housing Resident Association under the provision of Section 21-19,105 to 21-19, 117 of the Nebraska Corporation Act and as a 501c3 under the Internal Revenue Service code in section 501 (c)(3); and

**WHEREAS,** the Northern Ponca Housing Resident Association is a tribal-based and State of Nebraska based nonprofit organization. Such organizations are associations or corporations duly organized to promote and undertake community development activities on a not-for-profit basis within an identified service area; and

**THEREFORE BE IT RESOLVED,** the Northern Ponca Tribe hereby designates the Northern Ponca Housing Resident Association as a Community Based Development Organization pursuant to 24 CFR §1003.204(c)(2)(iv) for purposes of undertaking community development activities in the service area of the Ponca Tribe of Nebraska.

**CERTIFICATION**

**THIS IS TO CERTIFY AND AFFIRM** that the above and foregoing resolution was duly authorized and passed by the Tribal Council of the Ponca Tribe of Nebraska at a duly called meeting held in Lincoln, Nebraska on the \_\_\_\_\_ day of November, 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 Schmidt, Secretary  
Ponca Tribe of Nebraska

**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 power contained in the Constitution; and

**WHEREAS:** the Ponca Tribe of Nebraska has designated the Northern Ponca Housing Authority as its Tribally Designated Housing Entity, with the authority to administer and participate in housing programs for the benefit of the Ponca Tribe and its members, pursuant to the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4101); and

**WHEREAS:** the Tribal Council of the Ponca Tribe of Nebraska desires to have an application for an Indian Community Development Block Grant for Fiscal Year 2018 prepared and submitted on behalf of the Ponca Tribe of Nebraska for housing activities.

**NOW THEREFORE, BE IT RESOLVED** that the Tribal Council of the Ponca Tribe of Nebraska hereby delegates the Northern Ponca Housing Authority the sole authority to prepare and submit on behalf of the Ponca Tribe of Nebraska and Indian Community Development Block Grant application for Fiscal Year 2018; and

**BE IT FURTHER RESOLVED** that the Tribal Council of the Ponca Tribe of Nebraska hereby delegates the Northern Ponca Housing Authority the authority to administer and manage said Indian Community Development Block Grant for Fiscal Year 2018; and

**BE IT FINALLY RESOLVED** that the Tribal Council of the Ponca Tribe of Nebraska hereby certifies that all Citizen Participation requirements regarding the Indian Community Development Block Grant application have been met according to 24 CFR 1003.604.

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 November, 2018 at a duly called meeting held in Lincoln, 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 Schmidt, Secretary  
Ponca Tribe of Nebraska



# NORTHERN PONCA HOUSING AUTHORITY



## Resolution 2018-11

### **APPROVAL TO UTILIZE IHBG FUNDS AS LEVERAGE FOR 2018 INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT (ICDBG) PROJECT**

**WHEREAS**, the Tribal Council of the Ponca Tribe of Nebraska has designated the Northern Ponca Housing Authority (NPHA) as its Tribally Designated Housing Entity by Tribal Council Resolution No. 97-67; and

**WHEREAS**, tribes and tribal organizations are eligible recipients of funding made available to improve the nation's housing for Native American people from the U.S. Department of Housing and Urban Development (HUD) through its Indian Community Development Block Grant (ICDBG) Program; and

**WHEREAS**, the NPHA has been authorized by the Tribal Council of the Ponca Tribe of Nebraska and the Bureau of Indian Affairs to apply for an ICDBG as a Tribal Organization and Tribally Designated Housing Entity; and

**WHEREAS**, the NPHA Board of Commissioners has identified the need for land acquisition and new construction activities and has selected the ICDBG as the best program for moving forward with future development planning activities; and

**WHEREAS**, the Board of Commissioners of NPHA, as appointed by the Tribal Council of the Ponca Tribe of Nebraska, is submitting a 2018 ICDBG proposal requesting \$800,000 for land acquisition and new housing construction activities; and

**WHEREAS**, the NPHA Board of Commissioners has identified \$200,000 in future Indian Housing Block Grant (IHBG) funds to be utilized as leverage in its 2018 ICDBG land acquisition and new housing construction activities project; and

**WHEREAS**, the NPHA Board of Commissioners certifies that the NPHA will continue to be responsible for the ongoing maintenance of the future new housing construction units according to its operations and maintenance policy, and will secure assurances from tenants that they will complete light maintenance and upkeep as specified in individual Lease Agreements; and assures that all new construction activities will be constructed within two years of site purchase; and

**WHEREAS**, the NPHA Board of Commissioners certifies that the NPHA has adopted Housing Standards as specified in Section III.C.2.b of the 2018 ICDBG NOFA; and

**THEREFORE, BE IT RESOLVED**, that the Board of Commissioners of the Northern Ponca Housing Authority has reviewed and understands the requirements of the ICDBG program and authorizes the NPHA Executive Director to prepare and submit an ICDBG application for FY 2018; and


**BE IT FURTHER RESOLVED** that the Northern Ponca Housing Authority Board of Commissioners is authorizing the use of a total of \$200,000 in Indian Housing Block Grant (IHBG) funds, spread over five years (\$40,000 each year from FY 2019 through FY 2023), to be utilized as leverage for the ICDBG project to acquire land and begin new housing construction activities for low and moderate income families and tribal elders.

**APPROVAL TO SUBMIT AN APPLICATION FOR 2018 INDIAN COMMUNITY DEVELOPMENT BLOCK GRANT PROGRAM**

**CERTIFICATION**

The foregoing Resolution No. **2018-11** approving the utilization of FY 2019, FY 2020, FY 2021, FY 2022 and FY 2023 IHBG funds as leverage for the 2018 ICDBG proposal, was adopted by the Northern Ponca Housing Authority Board of Commissioners at a duly called meeting on the 10<sup>th</sup> day of November, 2018, at which a quorum, as present, by a vote of 4 in favor, 0 opposed, 0 absent, and 0 abstaining.

ATTEST

  
 Pam Noyes, Chairwoman  
 Northern Ponca Housing Authority  
 Board of Commissioners

  
 JoAnn Ehlers, Secretary  
 Northern Ponca Housing Authority  
 Board of Commissioners

11-10-18  
 Date

11-10-18  
 Date

CONCUR

\_\_\_\_\_  
 Larry Wright Jr., Chairman  
 Ponca Tribe of Nebraska

\_\_\_\_\_  
 Candace Schmidt, Secretary  
 Ponca Tribe of Nebraska

\_\_\_\_\_  
 Date

\_\_\_\_\_  
 Date

**AGENDA ITEM REQUEST**

DATE SUBMITTED: 11/9/2018

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: 11/17/18

Subject: Calendar Year 2018 COLA

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

Motion to approve Calendar Year 2018 COLA

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

Submitted By: Jacob Olsufka

APPROVED \_\_\_\_\_  
 Director of Finance

**AGENDA ITEM REQUEST**

(For employees only)

DATE SUBMITTED: 11/08/2018

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 Session

Meeting Date: 11/17/2018

Subject: Job description revision and Additional Staff for Clinic Operations in Omaha at FLHWC

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

Requesting Tribal Council approval to add two new positions for Medical Assistant/Licensed Practical Nurse to the Fred Leroy Health and Wellness Clinic in Omaha and revise the current job description for this position to better represent the work responsibilities and duties.

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

Submitted By: Rhiannon Clausen, COO

APPROVED

  
Rhiannon Clausen, COO



**AGENDA ITEM REQUEST**  
(for employees only)

DATE SUBMITTED: 11/11/2018

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: 11/17-18/2018

Subject: Agreements

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

- Motion to approve the Non-Disclosure Agreement with Alliant and Deerwalk.
- Motion to approve the MOU with the Department of Homeland Security (DHS). For PTN to participate in e-verify.

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

Jonathan  
APPROVED **Robinson**  
EDTA/CEO/DOF/HRD

Digitally signed by Jonathan Robinson  
DN: cn=Jonathan Robinson, o=Ponca Tribe of  
Nebraska, ou=Human Resources Director,  
email=jrobinson@poncatribes-ne.org, c=US  
Date: 2018.11.11 17:10:21 -06'00'

**AGENDA ITEM REQUEST**  
(for employees only)

DATE SUBMITTED: 11/08/2018

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: 11/17-18/2018


Subject: Job Descriptions

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

- Motion to approve the Transportation Superintendent job description – Revised.
  
- Motion to approve the Career Coach job description – 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   
EDTA/CEO/DOF/HRD

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 11/08/2018

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: 11/17-18/2018

Subject: Vacation Carryover Deadline


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

- Motion to allow for a one-time extension on the vacation carryover deadline of 12/31/2018, pushing it back to 1/31/2019.

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