

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL
AGENDA

MAY 3, 2022
9:00 AM
LIFESIZE

- I. CALL TO ORDER
 - a. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR - MOTION
 - a. April 26, 2022 Minutes
 - b. Designation of Councilman LaPointe as PTN Rep to Lincoln Public Schools in an Advisory Capacity
 - c. 2022-23 Workforce Innovation & Opportunity Act (WIOA) Funding Application Renewal – RESOLUTION
 - d. Ratifications
- IV. VICE CHAIRWOMAN’S REPORT
- V. STEPHANIE GEERY-ZINK, GRANTS MANAGER
 - a. Grants Administrative Assistant Position Relocation Request – MOTION
- VI. SHANNON ROWEN, HUMAN RESOURCE DIRECTOR
 - a. Certified Professional Coder Job Description – MOTION
 - b. Request to Post Certified Professional Code Position Externally – MOTION
 - c. Employee Appreciation Event Date & Location – MOTION
- VII. NEW BUSINESS
 - a. Carter Lake Storage Units Purchase Agreement – MOTION
 - b. Swanson House Supplies – MOTION (Vice Chairwoman Sullivan)
- VIII. OTHER BUSINESS
- IX. EXECUTIVE SESSION
 - a. Director of Facilities/Facilities Manager II (Health) - DISCUSSION (Shannon Rowen)
 - b. Maintenance Positions Salary Range - DISCUSSION (Councilwoman Starkel/Shannon Rowen/David Gleiser)
 - c. Monthly Report March 2022 (Shannon Rowen)
 - d. Matthew Kennedy, Tribal Member
 - i. Tribal Transportation Preliminary engineering RFP Proposal/Agreement Awarded to Costello Kennedy Landscape Architecture – DISCUSSION/MOTION
 - e. Confidential Discussion (Vice Chair Sullivan/David Gleiser, EDTA)
 - f. Annual Evaluation for Employee #1684 – DISCUSSION/MOTION (Vice Chair Sullivan)
 - g. 90 Day Evaluation Employee #1791 – DISCUSSION/MOTION (Vice Chair Sullivan)
- X. ADJOURN

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 4/25/2022

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: 5/3/2022

Subject: 2022-23 Workforce Innovation and Opportunity Act (WIOA) funding

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

Motion to approve applying for 2022-23 Workforce Innovation and Opportunity Act funding..

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

Submitted By: 
Stephanie Geery-Zink, Grants Manager

APPROVED Jessica Gadeken, CFO Digitally signed by Jessica Gadeken, CFO
Executive Management Date: 2022.04.26 14:22:09 -05'00'

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL

RESOLUTION 22-_____

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 U.S. Department of Labor Employment and Training Administration provides employment and training support for Indian Alaska Natives, and Native Hawaiian individuals in order to 1) develop more fully the academic, occupational, and literary skills of such individuals; 2) make such individuals more competitive in the workforce and equip them with the entrepreneurial skills necessary for successful self-employment; and 3) promote the economic and social development of Indian, Alaska Native, and Native Hawaiian communities in accordance with the goals and values of such communities; and

WHEREAS: The Workforce Innovation and Opportunity Act provides funding for training, employment assistance and education to assist individuals those who are unemployed, underemployed, a low-income individual, received a layoff notice in the past six months or will take effect in the next six-month period, or who is employed but determined to be in need of employment and training services to obtain or retain employment that allows for self-sufficiency.

THEREFORE, BE IT RESOLVED that Stephanie Geery-Zink, Grants Manager, is authorized to apply for, execute and file with its applications the annual certifications and assurances and other documents the U.S. Department of Labor requires when awarding grant funding, in regards to WIOA funding.

THEREFORE, BE IT RESOLVED that Stephanie Geery-Zink, Grants Manager, is authorized to execute cooperative agreements with the U.S. Department of Labor in regards to WIOA funding on behalf 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 Ponca Tribal Council on the _____ day of May 2022, at a duly called meeting held via Lifesize by a vote of _____Ayes; _____Nays; _____Abstained; _____Absent. Chairperson _____voting _____not voting. A Quorum of _____ was present.

ATTEST

Rebecca Sullivan, Vice Chairwoman
Ponca Tribe of Nebraska

Kyle Taylor, Secretary
Ponca Tribe of Nebraska

AGENDA ITEM REQUEST
(For employees only)

DATE SUBMITTED: 04/22/22

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: X Tribal Council
 Executive Session

Meeting Date: 05/02/22

Subject: New Position Approval – Health Services
 Certified Professional Coder

Motion #1 – Health Services is requesting a new position – a certified professional coder – grade 7. This is a non-exempt position with a current job description.

A review of the current medical coder's workload showed that an additional coder is needed to ensure timely filing of claims. This is necessary to increase 3rd party revenue and will be paid for out of the 638 contract, funding code 122.

Motion #2 - They are requesting to post this position externally immediately due to the coding ability and not likely anyone internal will be qualified. HR supports that request.

Will there be support materials for this agenda item? x Yes

Job Description
Organizational Chart

Respectfully submitted by: Shannon Rowen, Human Resources Director
 Janelle Ali-Dinar, PhD., CEO Health Services

Shannon Rowen

APPROVED _____

AGENDA ITEM REQUEST
(For employees only)

DATE SUBMITTED: 04/22/22

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Meeting of: X Tribal Council
 Executive Session

Meeting Date: 05/02/22

Subject: Date and Location Approval for Employee Appreciation Event

Motion #1 – Human Resources and the employee appreciation committee is requesting approval of the date and location for the Employee Appreciation Event.

Proposed Date Options: Thursday, September 1
 Thursday, September 22

The proposed location is Norfolk Gym

Will there be support materials for this agenda item? x NO

Respectfully submitted by: Shannon Rowen, Human Resources Director

Shannon Rowen

APPROVED _____