

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL  
AGENDA

OCTOBER 25, 2022  
9:00 AM  
5805 SOUTH 86<sup>TH</sup> CIRCLE  
RALSTON, NEBRASKA

- I. CALL TO ORDER
  - a. Invocation
  - b. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR - MOTION
  - a. October 18, 2022 Minutes
  - b. October 19, 2022 Minutes
  - c. RFP A-United
  - d. Approval of Applicants for Enrollment – RESOLUTION
  - e. Ratifications
- IV. VICE CHAIRWOMAN’S REPORT
- V. TRENT LARSON CEO – OSNI PONCA
  - a. Quarter 3 Report (July – September 2022)
- VI. GREG GUNDERSON, CFO/JESSICA GADEKEN,WOHLENBERG,RITZMAN
  - a. Financial Reports as of August 31, 2022
  - b. Financial Reports as of September 30, 2022
  - c. FY23 IDC Pool Budget – MOTION
  - d. FY23 General Fund Budget – MOTION
  - e. Wells Fargo Loan Payoff – MOTION
- VII. STEPHANIE GEERY-ZINK, GRANTS MANAGER
  - a. Bipartisan Infrastructure Law Grant – RESOLUTION
- VIII. SHANNON ROWEN, HUMAN RESOURCE DIRECTOR
  - a. Nio Maintenance Coordinator Job Description (503) – MOTION
  - b. Nio Administrative Assistant II Facilities Job Description (507) - MOTION
  - c. Licensed Mental Health & Substance Use Therapist (330 N) Job Description – MOTION
  - d. Rural Peer Support Specialist Job Description (331 N) – MOTION
  - e. Licensed Child/Adolescent Therapist Job Description (333 L) – MOTION
  - f. Licensed Child/Adolescent Therapist Job Description (333 O) – MOTION
  - g. Rural Health Youth Specialist Job Description (335.1 N) – MOTION
  - h. Rural Behavioral Health Response Manager Job Description (336.2 – OPEN) – MOTION
  - i. Integrated Health Case Management Supervisor Job Description (337.1 OPEN) – MOTION
  - j. Director of Integrated Health Care Job Description (337.2 LO) – MOTION
  - k. Behavioral Health Medical Assistant Job Description (340.1 N) – MOTION
  - l. Nurse Practitioner On Call Job Description (465 OPEN) – MOTION
  - m. Physician Assistant On Call/As Needed Job Description (464 OPEN) – MOTION
- IX. OTHER BUSINESS
- X. EXECUTIVE SESSION
  - a. Greg Gunderson/Jessica Gadeken, Finance
    - i. COLA Payments – MOTION
    - ii. DV Client File Examination Process – MOTION

- b. Shannon Rowen, HR
  - i. Location Transfer Request Employee #1764 – MOTION
  - ii. Promotion/Transfer/Pay Increase Employee #1691 - MOTION
  - iii. Promotion/Transfer/Pay Increase Employee #1709 - MOTION
  - iv. Promotion/Transfer/Pay Increase Employee #1507 - MOTION
- c. IT – DISCUSSION (Vice Chair Sullivan)
- d. Sioux City Property Update (Alexcia Boggs/Brad Jolly)
- e. Four Directions Building, Sioux City - Discussion
- f. Lincoln 17<sup>th</sup> & E Continued Discussions (Brad Jolly)
- g. Fred LeRoy Health & Wellness Center 2602 J Street - Discussion (Brad Jolly)

XI. ADJOURN

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

DATE SUBMITTED: 10/14/2022

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: xx Tribal Council  
\_\_\_\_\_ Executive Committee

Meeting Date: 10/25/2022

Subject:

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

Motion to approve 8567.58 for HQ door repair by A-United for handicap compliance and to fix door issues caused by 10yrs of wear from building repair  
fund 8154

\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Submitted By: Jim Wright



APPROVED \_\_\_\_\_  
Executive Management

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

DATE SUBMITTED: 10 / 18 / 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: 10 / 25 / 2022

Subject: Payoff of Wells Fargo Obligation #174

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

Discussion/Motion to payoff Wells Fargo Obligation #174 utilizing General Fund dollars. This payoff would be contingent upon the results of the feasibility study.

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

Submitted By: \_\_\_\_\_

APPROVED \_\_\_\_\_  
Executive Management

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 10/10/2022

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: 10/18/2022Subject: BIL funding for FY2022-23

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

Motion to approve applying for the Bipartisan Infrastructure Law grant from the Environmental Protection Agency for fiscal year 2022-23.

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 Gaden, Interim CFO Digitally signed by Jessica Gaden, Interim CFO  
 Date: 2022.10.13 11:10:10 -05'00'  
 Executive Management

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. Environmental Protection Agency protects human health and the environment to ensure that Americans have clean air, land and water; that contaminated lands and toxic sites are cleaned up by potentially responsible parties and revitalized; and

WHEREAS: The Ponca Tribe of Nebraska intends to use BIL funding for Brownfields work and program growth to purchase a vehicle to deal with contaminated property as needed.

THEREFORE, BE IT RESOLVED that Stephanie Geery-Zink, Grants Manager, is authorized to execute and file an application for state assistance on behalf of the Ponca Tribe of Nebraska with the U.S. Environmental Protection Agency.

BE IT FURTHER RESOLVED that Stephanie Geery-Zink, Grants Manager, is authorized to execute and file with its applications the annual certifications and assurances and other documents the U.S. Environmental Protection Agency requires before awarding a state grant or cooperative agreement.

BE IT FINALLY RESOLVED that Stephanie Geery-Zink, Grants Manager, is authorized to execute grant and cooperation agreements with the U.S. Environmental Protection Agency 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 18<sup>th</sup> day of October 2022, at a duly called meeting held at the Tribal Office, Ralston, Nebraska 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: 10.11.22

Meeting of:                   X Tribal Council  
  Executive Session

Meeting Date:               10/18/22

Subject:                       Job Description Approval:  
  503 Nio Maintenance Coordinator  
  507 Nio Administrative Assistant II - Facilities

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

**Motion #1**

Tribal Affairs is requesting approval of Position 503 Nio Maintenance Coordinator. This position is Grade 8 (\$40,809.00-\$62,191.50) and reports to the Director of Facilities. The position, facilities workload and structure has been reviewed and supported by the Tribal Affairs Interim CEO, CFO, HRD and has been included in the budget. The addition of this position is needed to meet the growth demands and needs of PTN and we are requesting your support and approval.

**Motion #2**

Tribal Affairs is requesting approval of Position 507 Nio Administrative Assistant II - Facilities. This position is a Grade 5 (\$28,078.00 \$47,414.92), reports to the Director of Facilities and will support all facilities staff. The position, facilities workload and structure has been reviewed and supported by the Tribal Affairs Interim CEO, CFO, HRD and has been included in the budget. The addition of this position is needed to meet the growth demands and needs of the facilities department staff and will provide consistency and

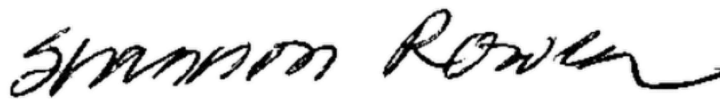
coordination of department activities. The position will be located Niobrara where the Director of Facilities is located but will support all facilities staff including the Health Facilities Manager II.

**Additional Paperwork:**

Job Descriptions, Org Chart

Submitted By: Shannon Rowen, Human Resources Director  
Janelle Ali-Dinar, Interim CEO Tribal Affairs  
Jim Wright, Director of Facilities

APPROVED



Shannon Rowen, Human Resources Director





**Motion #4**

Health Services is requesting the approval of position 333 O Licensed Child/Adolescent Therapist. This position is located in Omaha and has three Tiers: 10/12/13. This is a new position.

**Motion #5**

Health Services is requesting the approval of position 335.1 N Rural Health Youth Specialist. This position is located in Norfolk and is a grade 6. This is a new position.

**Motion #6**

Health Services is requesting the approval of position 336.2 Open Rural Behavioral Health Response Manager. This position is Open and is a grade 9. This is a new position.

**Motion #7**

Health Services is requesting the approval of position 337.1 Open Integrated Health Case Management Supervisor. This position is Open and is a grade 9. This is a new position.

**Motion #8**

Health Services is requesting the approval of position 337.2 LO Director of Integrated Health Care. This position could be located in Lincoln or Omaha is a grade 12. This is a new position.


**Motion #9**

Health Services is requesting the approval of position 340.1 N Behavioral Health Medical Assistant. This position is located in Norfolk and is a grade 7. This is a new position to have a BHMA located in Norfolk.

**Additional Paperwork:** Job Descriptions, Org Chart, Salary Grade Sheet

Submitted By: Shannon Rowen, Human Resources Director  
 Janelle Ali-Dinar, CEO Health Services  
 Dr. Luanne Even, CBHO Health Services

APPROVED




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 Shannon Rowen, Human Resources Director

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

DATE SUBMITTED: 10.14.22

Meeting of:                   X Tribal Council  
  Executive Session

Meeting Date:               10.25.22

Subject:                      Job Description Approval:  
  #465 Open Nurse Practitioner On Call

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

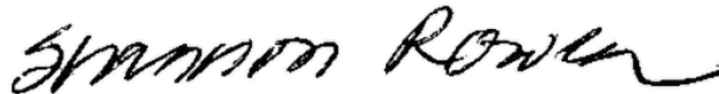
**Motion #1**

Health Services is requesting the approval of position #465 Open Nurse Practitioner On Call. This position will be used to cover gaps during provider absences and will help with the growing demand for member services.

**Additional Paperwork:**

Submitted By:           Shannon Rowen, Human Resources Director  
                                  Janelle Ali-Dinar, CEO Health Services  
                                  Dr. John Hallgren, CMO Health Services

APPROVED



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Shannon Rowen, Human Resources Director

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

DATE SUBMITTED: 10.13.22

Meeting of: X Tribal Council  
Executive Session

Meeting Date: 10.25.22

Subject: New Job Description  
#464 Open Physician Assistant On Call / As Needed

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

**Motion #1**

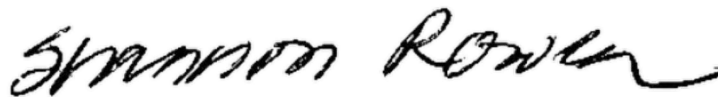
Ponca Health Services is requesting approval of position 464 Open - On Call Physician Assistant. This position will be used to cover gaps during provider absences and help with growing demand for services.

**Additional Paperwork:**

Job Description, Org Chart, Market Review,  
Salary Grade Sheet

Submitted By: Shannon Rowen, Human Resources Director  
Janelle Ali-Dinar, CEO Health Services  
Dr. John Hallgren, Chief Medical Officer

APPROVED



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Shannon Rowen, Human Resources Director