

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL  
AGENDA

DECEMBER 6, 2022  
LINCOLN OFFICE  
1600 WINDHOEK DR.  
LINCOLN, NEBRASKA

- I. CALL TO ORDER
  - a. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR – MOTION
  - a. November 29, 2022 Minutes
  - b. Approval of Applicants for Enrollment – RESOLUTION
  - c. SEI RFP – Norfolk Gym Intrusion
  - d. PEDCO FY23 Budget
  - e. Ratifications
- IV. VICE CHAIRWOMAN’S REPORT
- V. GREG GUNDERSON, CHIEF FINANCIAL OFFICER
  - a. Financial Reports as of October 31, 2022
- VI. SHANNON ROWEN, HUMAN RESOURCES DIRECTOR
  - a. Administrative Assistant II, Grant Department Job Description Revised – MOTION
  - b. Emergency Services & Risk Manager Job Description Revised – MOTION
- VII. UNFINISHED BUSINESS
  - a. Lincoln Expansion Phase 3 – DISCUSSION/MOTION (Councilman LaPointe/Bill Yunker/7 Gen)
  - b. Chief Standing Bear Trademark RFP – DISCUSSION/MOTION (Brad Jolly, Attorney)
- VIII. OTHER BUSINESS
- IX. EXECUTIVE SESSION
  - a. Shannon Rowen, HRD
    - i. Wage Adjustment Employee #1769 – MOTION
    - ii. Wage Adjustment Employee #1770 - MOTION
    - iii. Wage Adjustment Employee #1711 - MOTION
    - iv. Wage Adjustment Employee #1403 - MOTION
    - v. Wage Adjustment Employee #1783 - MOTION
    - vi. Wage Adjustment Employee #1816 - MOTION
    - vii. Promotion Employee #1783 - MOTION
    - viii. Promotion Employee #1783 - MOTION
    - ix. Promotion Employee #1816 - MOTION
    - x. Promotion Employee #1403 – MOTION
  - b. PEDCO Board Vacancy – Review Applications
- X. ADJOURN

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

DATE SUBMITTED: 11/28/2022

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: 12/06/2022

Subject: Enrollment Applications

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

Motion to approve enrollment of applicants.

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

Submitted By: Robin Rich

APPROVED   
Executive Management

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 11/29/2022

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: 12/06/2022Subject: Norfolk Gym Intrusion

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

Motion to approve Norfolk gym intrusion system for \$11,122.00 (including Tribal taxes) from vendor SEI.

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

Submitted By: Victoria Champaign

APPROVED

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

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

DATE SUBMITTED: 11/28/2022  
Meeting of: X Tribal Council  
Executive Session  
Meeting Date: 12/06/22  
Subject: Location Change position #108 L

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

**Motion #1**

Finance is requesting the location change for position 108 L Administrative Assistant II, Grant Department from Open to Lincoln.

The position was located in Lincoln until June 2022, but was moved to Open to accommodate the incumbent's transfer request. That staff member has taken another position within the Tribe and has vacated that position as such, the program would like to move that position back to Lincoln to best support the program staff.

By moving it back to Lincoln, the assistant would be available to the Grants Manager for administrative work such as scanning, filing and other support work that needs to be completed in person.

**Additional Paperwork:** Job Description – Position 108 L

Submitted By: Shannon Rowen, Human Resources Director  
Greg Gunderson, CFO  
Stephanie Geery Zink, Grants Manager

APPROVED   
Shannon Rowen, Human Resources Director

**AGENDA ITEM REQUEST**

(For employees only)

DATE SUBMITTED: 11.23.22

Meeting of: X Tribal Council  
Executive Session

Meeting Date: 12.06.22

Subject: AIR Job Description review - supervisor change  
position #1103 Emergency Services and Risk  
Manager


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

**Motion #1**

Human Resources is requesting approval for the supervisor change of position #1103 Emergency Services and Risk Manager from Tribal Council as the supervisor to Chief Executive Officer(s). This change would be effective 12.14.22 at the beginning of a new payroll period.

**Additional Paperwork: NO**Submitted By: Shannon Rowen, Human Resources Director  
Janelle Ali-Dinar, PHS CEO and Interim CEO TA

APPROVED



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Shannon Rowen, Human Resources Director