

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL
AGENDA

JANUARY 31, 2023
4:00 PM
LOCAL OFFICE SITES/LIFESIZE

- I. CALL TO ORDER
 - a. Invocation
 - b. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR - MOTION
 - a. January 17, 2023 Minutes
 - b. January 18, 2023 Minutes
 - c. January 21, 2023 Minutes
 - d. HRSA Geriatric Workforce Enhancement Program Year 4 Sub-award Amendment #2
 - e. Waiver of Procurement Process for JV Project Feasibility Study
 - f. Telecommuting Equipment Policy for Council Members (Formerly IT Policy)
 - g. DHHS, Division of Behavioral Health, Community-Based Services Contract Amendment Two
 - h. Chafee Agreement with HHS - Renewal
 - i. Duplicate Tribal ID's
 - j. Ratifications
- IV. JOEY NATHAN, EXECUTIVE DIRECTOR – NPHA
 - a. Quarterly Report (October – December 2022)
- V. JANELLE ALI-DINAR, INTERIM CEO – TRIBAL AFFAIRS
 - a. Request for Proposals Hazard Mitigation Plan PDM Grant- MOTION (Victoria Champaign, TESRM)
 - b. Child Care Development Fund (CCDF) Funding Report – RESOLUTION(Stephanie Geery Zink, Grants Manager/Stephanie Pospisil, Social Service Director)
- VI. SHANNON ROWEN, HUMAN RESOURCE DIRECTOR
 - a. Grants Project Manager – Health Job Description #109.1 O – MOTION
 - b. Grants Manager Job Description Revised #109 Open – MOTION
 - c. Physician Assistant Job Description Revised #463 N – MOTION
 - d. Physician Assistant Job Description Revised #464 Open On Call – MOTION
- VII. OTHER BUSINESS
- VIII. EXECUTIVE SESSION
 - a. Salary Adjustment and Promotion for Employee #1710 – MOTION (Shannon Rowen)
 - b. Attorney/Firm Trademark RFQ – Review Proposals Received/Discussion
- IX. ADJOURN

AGENDA ITEM REQUEST

(For employees only)

DATE SUBMITTED: 01/20/23

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: TBD

Subject: HRSA GWEP Year 4 Amendment

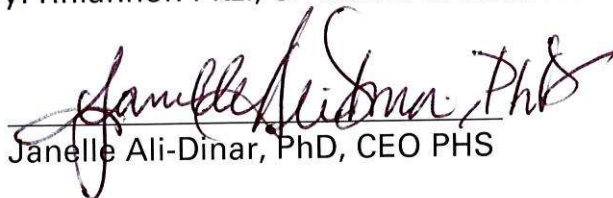
ACTION REQUEST: (Please describe request in the form of a motion)

Requesting a motion for Tribal Council to approve subaward amendment #2, for the HRSA Geriatric Workforce Enhancement Program. Grant period 07/01/22-06/30/23, subaward #34-52281010-104.

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

Submitted By: Rhiannon Pitzl, on behalf of Rebecca Tamayo

APPROVED



Janelle Ali-Dinar, PhD, CEO PHS

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 1/25/2023

All Agenda Item Requests must be approved and submitted with all supporting documents to Jan Colwell, Executive Assistant to Tribal Council by 10 AM the Wednesday prior to the Tuesday Council Meeting.

Tribal Council Meeting Date: 1/31/2023

Regular Session Executive Session

Subject: Waiver of Procurement Process

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

Approve the attached waiver request to hire revenue consulting firm to support the Joint Venture project's 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: Greg Gunderson & Dr. Janelle Ali-Dinar

APPROVED Greg Gunderson _____
Executive Management

Who will be present at the TC Mtg. in regards to this Agenda Item?
Greg Gunderson

Revised 1/24/23

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 1/25/2023

All Agenda Item Requests must be approved and submitted with all supporting documents to Jan Colwell, Executive Assistant to Tribal Council by 10 AM the Wednesday prior to the Tuesday Council Meeting.

Tribal Council Meeting Date: 1/31/2023

Regular Session Executive Session

Subject: Telecommuting Equipment Policy for Council Members

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

Replace existing Information Technology (IT) Policy for Council Members (revised 3/2/20) with Telecommuting Equipment Policy for Council Members.

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

Submitted By: Greg Gunderson

APPROVED Greg Gunderson
Executive Management

Who will be present at the TC Mtg. in regards to this Agenda Item?
Greg Gunderson

Revised 1/24/23

AGENDA ITEM REQUEST

(For employees only)

DATE SUBMITTED: 01/19/2023

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-Consent Calendar
 Executive Session

Meeting Date: 01/25/23

Subject: DHHS Contract Addendum

ACTION REQUEST: (Please describe request in the form of a motion)
Motion requested to sign the DHHS Contract Addendum

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

Submitted By: LuAnne M. Even, Psy.D.

APPROVED 
Janelle Ali-Diner, Ph.D., CEO

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: January 20, 2023

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: January 31, 2023

Subject: Approval of Chafee agreement with HHS

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

Motion to approve the Chafee agreement with the Nebraska Department of Health and Human Services in the amount of \$10,000 for FY23.

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, Social Services Director

APPROVED 
Executive Director of Tribal Affairs

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL

RESOLUTION 23-_____

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 State of Nebraska's Department of Health and Human Services awards sub-grants under the Federal Chafee program to Tribes for the purposes of assisting Native youth currently or previously under foster care arrangements to develop independent living skills; and

WHEREAS: The Ponca Tribe of Nebraska's Department of Social Services works to provide services for Native youth qualifying for the use of Chafee funds to promote independent living skills; and

WHEREAS: There are no match requirements for the contract, and

WHEREAS: The Tribal Council authorizes the Contract terms outlined by the Department of Health and Human Services;

THEREFORE, BE IT RESOLVED THAT the Ponca Tribe of Nebraska's Tribal Council endorses and supports the contract terms and Tribal use of the allotted Chafee funds for the purposes outlined in the contract.

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 31st day of January 2023, 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

Candace Schmidt, Chairwoman
Ponca Tribe of Nebraska

Susan Baker, Secretary
Ponca Tribe of Nebraska

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 01/09/2023

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: 01/17/2023

Subject: Duplicate Tribal ID's

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

Motion to approve a \$5 fee for duplicate tribal ID's that are made before their expiration date.

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: 01/17/2023

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: 01/24/2023

Subject: Request for Proposals Hazard Mitigation Plan PDM Grant

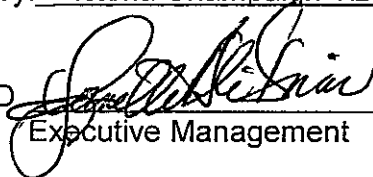
ACTION REQUEST: (Please describe request in the form of a motion)

Motion to approve the Request for Proposals utilized for contractor to develop Tribal wide Hazard Mitigation Plan.

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 TESRM

APPROVED _____


 Executive Management

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 1/19/2023

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: 1/31/2023

Subject: Child Care Development Fund (CCDF) funding report

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

Motion to approve a Child Care Development Fund (CCDF) resolution to submit a report for unspecified funding due to formula funding from the submitted child count.

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

Submitted By: 
Stephanie Geen Zink, Grants Manager

APPROVED: 
Executive Management

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL

RESOLUTION 23-_____

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 Ponca Tribe of Nebraska's Department of Social Services works to provide services for Ponca families and children qualifying for the use of Child Care Development Funds to promote quality and affordable child care services for families.

THEREFORE, BE IT RESOLVED that the Ponca Tribe of Nebraska Department of Social Services is hereby directed to submit this proposal for Child Care Development Fund funding through the Administration of Children and Families-Office of Child Care.

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 31st day of January 2023, 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

Candace Schmidt, Chairwoman
Ponca Tribe of Nebraska

Susan Baker, Secretary
Ponca Tribe of Nebraska

AGENDA ITEM REQUEST

(for employees only)

DATE SUBMITTED: 01/24/23

All Agenda Item Requests must be approved and submitted with all supporting documents to Jan Colwell, Executive Assistant to Tribal Council by 10 AM the Wednesday prior to the Tuesday Council Meeting.

Tribal Council Meeting Date: 01/31/23

Regular Session X Executive Session _____

Subject: Job Description Review:
NEW Position #109.1 O Grants Project Manager – Health
Position #109 Open Grants Manager title change

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

Motion 1) Approval of position #109.1 Grants Project Manager - Health

Human Resources/Finance/Health are requesting approval of a NEW position #109.1 Grants Project Manager - Health. This position is located in Finance, is a Grade 10 (\$51,188.00 - \$78,051.24) and will report to the PTN Grant Director. This position is needed to support the growing needs of PTN Health Services.

Motion 2) Title change position #109 Open Grants **Manager** to #109 Open Grants **Director**.

Human Resources/Finance/Health are requesting approval of a title change for position #109 Open Grants **Manager** to #109 Open Grants **Director**. This change is needed with the creation of 109.1 Grants Project Manager – Health and with the reporting relationship with the Project Manager reporting to the Grant Director.

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

JDs, Org Chart, Market Review, Salary Structure

Submitted By: Shannon Rowen

APPROVED *Shannon Rowen*
Executive Management

Who will be present at the TC Mtg. in regards to this Agenda Item?
Shannon Rowen, Greg Gunderson, Stephanie Geery-Zink, Janelle Ali-Dinar, Elise Emanuel

Revised 1/24/23

AGENDA ITEM REQUEST
(For employees only)

DATE SUBMITTED: 01.18.23

Meeting of: X Tribal Council
Executive Session

Meeting Date: 1.24.23 (or TBA)

Subject: JD review 463 Open, 464 Open

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

Motion #1

Health Services is requesting the approval/revision of position 463 Open Physician Assistant from Grade 15, (\$82,444.80-\$120,171.34) to Grade 17 (\$99,758.21-\$145,407.32). This request is as a result of market conditions and is necessary to fill the position. There are no current incumbents and no immediate plan to fill but being prepared for the JV and growth.

Motion #2

Health Services is requesting the approval/revision of position 464 Open OCAN Physician Assistant from Grade 15, (\$39.64 -\$57.77) to Grade 17 (\$47.96-\$69.91). This request is as a result of market conditions and is necessary to fill the position. There are no current incumbents. We do have one candidate who will no accept without an increase in grade.

Additional Paperwork: JDs 464 Open and 463 Open
Market Review, Org Chart, Salary Structure

Submitted By: Shannon Rowen, Human Resources Director
Dr. John Hallgren, Clinical Medical Director PHS
Rhiannon Pitzl, COO PHS
Dr. Janelle Ali-Dinar, CEO PHS

APPROVED


Shannon Rowen, Human Resources Director