

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL  
AGENDA

FEBRUARY 27, 2024  
4:00 PM  
LOCAL OFFICE SITES/LIFESIZE

- I. CALL TO ORDER
  - a. Invocation
  - b. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR
  - a. February 20, 2024 Minutes
  - b. Elders Committee Policy Revised
  - c. Revised RFP for hay purchase
  - d. Revised RFP for Norfolk Gym Windows
  - e. Henry Schein One RFP for dental software renewal
  - f. Nebraska Chamber of Commerce Membership Dues Renewal
  - g. Greg Gunderson, CFO – January 2023 Financial Reports
  - h. Ratifications
- IV. PATRICK JENNINGS, CEO – TRIBAL AFFAIRS
  - a. Talking Trails Contract and RFP (Courtney Chavez, DDTA)
  - b. Letter of Support for Indigenous Seed Project (Courtney Chavez)
  - c. Diaper Distribution Events/Purchasing (Courtney Chavez,)
- V. JONATHAN ROBINSON, HUMAN RESOURCES DIRECTOR
  - a. Purchased/Referred Care Director Job Description Revised
- VI. GREG GUNDERSON, CHIEF FINANCIAL OFFICER
  - a. Falmouth Institute RFP for Grants Management Training
- VII. OTHER BUSINESS
- VIII. EXECUTIVE SESSION
  - a. Osni Updates & Request
  - b. Confidential Matter (Jonathan Robinson, HR)
  - c. Review Language & Culture Committee Applicants/Appoint
- IX. ADJOURN

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

DATE SUBMITTED: 2/21/24

**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: 2/27/24

Regular Session  Executive Session \_\_\_\_\_

Subject: Hay purchase

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

Item request is to revise RFP to include the tribal tax amount of \$899.56 which was not previously provided to and approved by Tribal Council at its 2/13/24 meeting.

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

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

Submitted By: PJ Jennings



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

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

Revised 1/24/23

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 2/21/24

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: 2/27/24

**Subject: The attached information and bids is for replacing the smaller windows of the Norfolk Gymnasium building. We previously submitted an AIR and recommended Pella the award but they later told us that installation was NOT included in their bid. Thus, we are wishing to move forward with Window World for \$15,370.00. Pella's bid was \$15,227.18 without installation and The Glass Edge's bid is \$15,333.00 This will be a BEMAR funded project. The Tribe was awarded \$27,500.00 for this project**

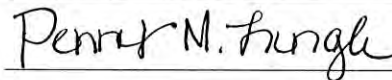
ACTION REQUEST: (Please describe request in the form of a motion)

<p>Motion to approve the bid from <b>Window World</b> in the amount of <b>\$15,370.00.</b></p>
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Will there be support materials for this agenda item?  **Yes**  No  
 (If there are support materials, one copy must be attached)

Submitted by: **Candy Schott and Steve HOLETON**

Approval:



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

DATE SUBMITTED: 2/20/2024

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: 2/27/2024

Subject: Henry Schein One is the software that Ponca Dental uses to do their billing, charting, prescriptions and x-rays. This agreement is up for renewal. This service falls under "sole source".

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

<p>Motion to approve the <b>\$11,030.00</b> renewal cost of the <b>Henry Schein One Dental Software agreement</b>.</p>
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Will there be support materials for this agenda item?  Yes  No  
(If there are support materials, one copy must be attached)

Submitted by: Candy Schott for Dr. Karen Bober

Approval: Rhungle

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

DATE SUBMITTED:   2  /  20  /  24  

**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:   2  /  27  /  24  

Regular Session  Executive Session

Subject: Financial Statements for January 2024 \_\_\_\_\_

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

No action required

Will there be support materials for this agenda item?  Yes  No

(If there are support materials, one copy must be attached)

Submitted By:   G Gunderson  

APPROVED   G Gunderson    
Executive Management

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

Revised 1/24/23

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

DATE SUBMITTED: \_02/08/2024\_

**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: 02/13/2024\_

Regular Session \_x\_\_\_\_\_ Executive Session \_\_\_\_\_

Subject: \_Talking Trails Contract & RFP \_\_\_\_\_

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

Motion to approve the Talking Trail contract in the amount of \$22,250.00 plus \$1,557.50 in tribal tax for 40 QR reader icons on the educational trail. An annual fee of \$1,200/year will be due each January for site maintenance and software updates. Contract has been reviewed by Brad Jolly.

Will there be support materials for this agenda item? \_x\_\_\_Yes \_\_\_\_\_No  
(If there are support materials, one copy must be attached)

Submitted By: William Yunker \_\_\_\_\_

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

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

Revised 1/24/23

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

DATE SUBMITTED: 02/15/2024

**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: 02/27/2024

Regular Session  Executive Session

Subject: Letter of Support for Indigenous Seed Project \_\_\_\_\_

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

Motion to approve signature on letter of support for an Indigenous Seed Project Grant that is being submitted by Dr. Christina Gish Hill with Iowa State University, and her colleagues.

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

Submitted By:  Courtney Chavez \_\_\_\_\_

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

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

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 02/15/2024

**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: 02/27/2024

Regular Session  Executive Session Subject: Diaper Distribution Events/Purchasing

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

The Social Services Department was awarded \$1.2M to distribute diapers to any Native American Family that is eligible for services. The grant allows for monthly distribution of \$100 in diapers and diapering supplies to families at each of our office locations. Social Services is asking for Tribal Council approval to partner with the Niobrara Market to order diapers, wipes, and qualifying diapering supplies to distribute at our events. The total amount we are requesting authorization for is \$500,000 which will be approved for FY2024. Purchases ranging from \$10,000 - \$50,000 will be made from Niobrara Market regularly throughout the year to stock distribution centers/events. On a monthly basis, Social Services will re-run a price comparison to ensure Niobrara Market is within our threshold to select as a preferred provider under Native Owned businesses. The initial order is anticipated at just over \$83,000.

Smaller purchases that will not exceed \$1,500 will be made throughout the year from vendors such as Walmart, Target, Amazon, or other suppliers to provide alternative diapering supplies not available from Niobrara Market, or to replenish stock and distribute emergency diapers to members.

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

Submitted By: Courtney R. Chavez

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

Who will be present at the TC Mtg. in regards to this Agenda Item? Courtney & Stephanie



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

DATE SUBMITTED: 02/21/2024

**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: 02/27/2024

Regular Session  Executive Session

Subject: Purchased/Referred Care Director Job Description (Revised)

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

- o **Motion to approve the Purchased/Referred Care Director 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

  
Executive Management

Who will be present at the TC Mtg. in regards to this Agenda Item? Jonathan Robinson, Penny Lingle

Revised 1/24/23

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 02/1/2024

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:  X  Tribal Council  
  Executive Committee

Meeting Date: 02/20/2024Subject: Falmouth Institute Grants Management Training for Grants Department

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

Motion to approve for the Grants Department to take the Falmouth Institute Grants Management Certification Training at a cost of \$7,625.

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

Submitted By: \_\_\_\_\_  
 Stephanie Geery-Zink, Grants Director

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