

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL  
AGENDA

JANUARY 21, 2025  
4:00 PM  
LIFESIZE/LOCAL OFFICE SITES

- I. CALL TO ORDER
  - a. Invocation
  - b. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR
  - a. January 14, 2025 Minutes
  - b. January 18, 2025 Minutes
  - c. Letter of Support for USDA Conservation Innovation Grant
  - d. Jonathan Robinson, HR Director December 2024 Monthly Report
  - e. Ratifications
- IV. JOEY NATHAN, NPHA EXECUTIVE DIRECTOR
  - a. Home Electrification and Appliance Rebates Program – RESOLUTION
  - b. Quarterly Report September through December 2024
- V. COURTNEY CHAVEZ, CEO TRIBAL AFFAIRS
  - a. USDA Animal Disease Preparedness & Response Grant – RESOLUTION
  - b. Lewis & Clark National Historic Trail Grant Subaward - RESOLUTION
- VI. JONATHAN ROBINSON, HR DIRECTOR
  - a. Project Coordinator I Job Description (New)
  - b. Process Coordinator Job Description Revised
  - c. Grants Department Restructure
  - d. Grants Department Job Descriptions
    - i. Grants Director Revised
    - ii. Grants Compliance Coordinator Revised to Grants Compliance Manager
    - iii. Grants Project Manager Revised to Grants manager
    - iv. Administrative Assistant II, Grant Department Revised to Grant Project Coordinator
- VII. OTHER BUSINESS
- VIII. EXECUTIVE SESSION
  - a. Personnel Action Request for Employee #1856
  - b. Personnel Action Requests #1924, 1556, 1890
- IX. ADJOURN

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

DATE SUBMITTED: 1 / 15 / 2025

**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 / 28 / 2025

Regular Session  Executive Session

Subject: Letter of support for CIG grant

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

Motion to approve joining the Center for Excellence for Regenerative Native Agriculture (CERNA) in the  
USDA Conservation Innovation Grant (CIG) for a small corral for the east pen, cedar tree removal, and other items

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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: Penny M Lingle  
Digitally signed by Penny M Lingle  
Date: 2025.01.15 13:08:20 -06'00'

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

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

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

DATE SUBMITTED: 01/09/2025

**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: 01/21/2025

Regular Session  Executive Session

Subject:        NPHA Quarterly Report & HEAR Program request to apply       

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

       NPHA Quarterly Report         
       Home Electrification and Appliance Rebates Program Resolution Motion  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_  
\_\_\_\_\_

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

Submitted By: *Joel Nathan*

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

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

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL

RESOLUTION 25-\_\_\_\_

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 power contained in the Constitution; and

WHEREAS: the Ponca Tribe of Nebraska has designated the Northern Ponca Housing Authority as its Tribally Designated Housing Entity, with the authority to administer and participate in housing programs for the benefit of the Ponca Tribe and its members, pursuant to the Native American Housing Assistance and Self-Determination Act of 1996 (25 U.S.C. 4101); and

WHEREAS: the Tribal Council of the Ponca Tribe of Nebraska desires and authorizes to have an application for the Inflation Reduction Act Home Electrification and Appliance Rebates Program for Indian Tribes (IRA Section 50122) prepared and submitted on behalf of the Ponca Tribe of Nebraska by the Northern Ponca Housing Authority for home electrification and appliance rebates; and

WHEREAS: the Tribal Council of the Ponca Tribe of Nebraska affirms that they will not apply for the Inflation Reduction Act Home Electrification and Appliance Rebates Program for Indian Tribes (IRA Section 50122) funds as its own entity.

NOW THEREFORE, BE IT RESOLVED that the Tribal Council of the Ponca Tribe of Nebraska hereby delegates the Northern Ponca Housing Authority the sole authority to prepare and submit on behalf of the Ponca Tribe of Nebraska a Inflation Reduction Act Home Electrification and Appliance Rebates Program for Indian Tribes (IRA Section 50122) application.

BE IT FURTHER RESOLVED that the Tribal Council of the Ponca Tribe of Nebraska hereby delegates the Northern Ponca Housing Authority the authority to administer and manage said Inflation Reduction Act Home Electrification and Appliance Rebates Program for Indian Tribes (IRA Section 50122),

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 January, 2025 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

\_\_\_\_\_  
Shanna Carpenter, Secretary  
Ponca Tribe of Nebraska

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

DATE SUBMITTED: 1/14/2025

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: 1/21/2025

Subject: USDA Animal Disease Preparedness and Response grant applicaiton

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

Motion to approve applying for the USDA Animal Disease Preparedness and Response grant.

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

Submitted By: Deidre Rivera  
Deidre Rivera, Grants Director

APPROVED Penny Lingle Digitally signed by Penny Lingle  
Date: 2025.01.14 16:16:35 -06'00'  
DDTA of Tribal Affairs

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL

RESOLUTION 25-\_\_\_\_\_

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 USDA, Animal and Plant Health Inspection Service (APHIS)'s mission is to protect the health and value of American agriculture and natural resources; and

WHEREAS: The National Animal Disease Preparedness and Response Program (NADPRP) strengthens our country's ability to combat animal disease outbreaks. Through this program, the APHIS provides tens of millions in funding to States, produce organizations, universities, and others to carry out high-value projects that help our Nation prepare for the most critical animal health threats facing U.S. livestock industries today.

THEREFORE, BE IT RESOLVED that the Grants Director is authorized to execute and file an application for federal assistance on behalf of the Ponca Tribe of Nebraska with the USDA APHIS.

BE IT FURTHER RESOLVED that the Grants Director is hereby authorized to execute the file with its applications the annual certifications and assurances and other documents the USDA APHIS requires before awarding a federal assistance grant or cooperative agreement.

BE IT FINALLY RESOLVED that the Grants Director is authorized to execute grant and cooperative agreements with the USDA APHIS 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 21<sup>st</sup> day of January 2025, at a duly called meeting held via Lifesize Videoconference, 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

\_\_\_\_\_  
Shanna Carpenter, Secretary  
Ponca Tribe of Nebraska

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

DATE SUBMITTED: 01/10/2025

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: 01/21/2025

Subject: Lewis & Clark National Historic Trail grant subaward approval

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

Motion to approve acceptance of the Lewis & Clark National Historic Trail grant subaward.

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

Submitted By: Deidre Rivera  
Deidre Rivera, Grants Director

APPROVED Alexis Boyz  
CEO of Tribal Affairs

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL

RESOLUTION 25-\_\_\_\_\_

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 Lewis and Clark National Historic Trail winds nearly 4,900 miles through the homelands of more than 60 Tribal nations. It follows the historic outbound and inbound routes of the Lewis and Clark Expedition of 1803-1806 from Pittsburgh, Pennsylvania to the Pacific Ocean; and

WHEREAS: The Lewis and Clark National Historic Trail Indigenous Place Names project will create and populate ethnogeographic Indigenous place names database to store relevant information related to Indigenous place names along the Lewis and Clark National Historic Trail Corridor.

THEREFORE, BE IT RESOLVED that the Grants Director is authorized to execute and file an application for federal assistance on behalf of the Ponca Tribe of Nebraska with the Lewis and Clark National Historic Trail.

BE IT FURTHER RESOLVED that the Grants Director is hereby authorized to execute the file with its applications the annual certifications and assurances and other documents the Lewis and Clark National Historic Trail requires before awarding a federal assistance grant or cooperative agreement.

BE IT FINALLY RESOLVED that the Grants Director is authorized to execute grant and cooperative agreements with the Lewis and Clark National Historic Trail 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 21<sup>st</sup> day of January 2025, at a duly called meeting held via Lifesize Videoconference, 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

\_\_\_\_\_  
Shanna Carpenter, Secretary  
Ponca Tribe of Nebraska



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

DATE SUBMITTED: 01/15/2025

**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: 01/21/2025

Regular Session  Executive Session

Subject: Project Coordinator I Job Description (NEW)

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

**Motion to approve the Project Coordinator I Job Description (NEW)**

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, Pat Eichberger, Alexcia Boggs, Courtney Chavez

Revised 1/24/23

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

DATE SUBMITTED: 01/15/2025

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Tribal Council Meeting Date: 01/21/2025

Regular Session  Executive Session

Subject: Process Coordinator Job Description (Revised)

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

**Motion to approve the Process Coordinator 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, Executive Team

Revised 1/24/23

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

DATE SUBMITTED: 01/15/2025

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Tribal Council Meeting Date: 01/21/2025

Regular Session  Executive Session

Subject: Grants Department Restructure

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

- **Motion to approve the Grants Department Restructure**

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, Deidre Rivera, Greg Gunderson

Revised 1/24/23

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

DATE SUBMITTED: 01/15/2025

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Tribal Council Meeting Date: 01/21/2025

Regular Session  Executive Session

Subject: Grants Department Job Descriptions (1-4)

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

- o **Motion to approve the Grants Department Job Descriptions**
  1. Grants Director Job Description (Revised)
  2. Grant Compliance Coordinator Revised to Grants Compliance Manager
  3. Grants Project Manager Revised to Grants Manager
  4. Administrative Assistant II, Grant Department Revised to Grant Project Coordinator

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, Deidre Rivera, Greg Gunderson

Revised 1/24/23