



Waganakising Odawak

Little Traverse Bay Bands of Odawa Indians

Executive Office

Frank Ettawageshik, Tribal Chairman

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Executive Directive # 10-10062008-01

To Direct Cost Saving Measures for Executive Departments, Commissions and Boards

In the Waganakising Odawak Constitution, Article IV, Section C, it states in part that "The Tribal Membership, through this document, authorizes: the Tribal Council to be the Legislative body and to make laws and appropriate funds in accordance with Article VII; the Executive Branch to administer such funds [as appropriated by the Tribal Council]... in accordance with Article VIII;" Pursuant to this authorization the Executive hereby directs that the following measures be implemented starting on this date, October 6, 2008.

1. Payroll Reductions
 - a. Freeze all hiring. Vacant positions will not be filled unless essential or grant funded, and in any case only with the Tribal Administrator's approval.
 - b. No temporary staff will be allowed unless essential to provide services and only then with the approval of the Tribal Administrator.
 - c. With the written approval of their Program Director and the Tribal Administrator, staff will be allowed to volunteer to work and get paid for 32 hours per week with no loss of benefits except that PTO accrual will be on the 32 hours rather than 40 hours.
2. Non-essential travel and training will be eliminated. The Tribal Administrator will determine on a case-by-case basis all travel and training authorizations.
3. All purchases for supplies will be limited to essential items only.
4. All consultant contracts and expenses must be reviewed and approved for need by the Tribal Administrator.
5. Capitol acquisitions and capitol improvements will only be expended if necessary to sustain operations.
6. All requirements for goods and services will meet the essential-to-operations criteria and be monitored by the Tribal Administrator and Accounting.
7. All the above provisions apply equally to the Gaming Regulatory Department with the exception that the Regulatory Director will have the responsibility for authorization instead of the Tribal Administrator.
8. All of the above provisions apply equally to Executive Commissions and Boards with authorization responsibility being the Tribal Chairman or his designee.

This Executive Directive becomes effective October 6, 2008, and will remain in effect until rescinded by a subsequent Executive Directive.

Frank Ettawageshik, Tribal Chairman