

Appropriations and Finance Committee
LTBB Governmental Administration Building
Tribal Council Chambers
7500 Odawa Circle, Harbor Springs, MI 49740
Regular Meeting
June 11, 2019

Call to Order: 9:18 a.m.

Committee Member Roll Call: Secretary Tamara Kiogima, Councilor Dexter McNamara,

Absent: Treasurer Marcella R. Reyes

Tribal Councilors present: none

Legislative Staff: Sr Financial Analyst Rachel Cope, Legislative Administrative Assistant Linda Gokee, Economic Business and Development Director Billi Jo Head

Corporate Charters Present: Odawa Economic Development Management, Inc. Vice-President Alan Proctor and Board Member Shiloh Slomsky

Executive Staff/Official Present: Chief Financial Officer Carrie Carlson, IT Director Mark Tracy, Unit I Executive Director Phil Harmon, Human Resources Director Denise Petoskey, Grant Writer Amber Holt

Tribal Court Staff/Official Present: none

Public: none

Invited Guests: none

Closed Session: Yes

Motion made by Councilor McNamara and supported by Secretary Kiogima to adopt the Agenda of June 11, 2019 as presented.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Motion made by Councilor McNamara and supported by Secretary Kiogima to approve the minutes of March 12, 2019 as presented.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Motion made by Councilor McNamara and supported by Secretary Kiogima to approve the minutes of May 14, 2019 as corrected.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Phone Polls:

Reason for Phone Poll: To recommend to Tribal Council to approve Certified Motion 052319-08 Request for Funding from U.S. Fish and Wildlife Service Fisheries Program Native American Programs and Wildlife and Sport Fish Restoration Program Tribal Wildlife Grants Program FY 2019

Phone Poll Vote: 3 yes, 0 no, 0 abstained, 0 absent

Comments: none

Motion carried.

Sr. Financial Analyst Report:

Discussion: Native American Finance Officers Association dues (NAFOA) dues with cost comparisons and benefits with membership

- Annual membership of \$5000
- The Tribe receives a discount of \$100 if a certain number of Tribal officials and/or staff register to attend which this does not happen.
- NAFOA provides Advocacy, Resource & Tools, Leadership Development, and Education Initiative.
- Attendees get one vote, each Tribe gets 10 votes for Board Elections, and board dictates the direction. NAFOA does a lot a lobbying.

Discussion: Supplemental funding

- We need to be strategic on our fund balance.
- Any sizeable amounts will need to be taken out of our investment accounts
- We have spent more in General Funds as the casino has not paid any amounts thus far.

Motion made by Councilor McNamara and supported by Secretary Kiogima to acknowledge receipt of Senior Financial Analyst Rachel Cope's verbal report for June 11, 2019.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Old Business:

Discussion: Fiber Optic at Wah Wahs No Da Ke

- Fiber optic project moving forward
- Harbor Springs Public School Board of Education is 1/2 for and 1/2 against working with the Tribe.
- Emmet County is stable in working with the Tribe to lay cable.
- IT will be building interconnects and will trade the pieces which brings our costs down.
- Great Lakes Energy's True Stream has stopped talking with the Tribe.
- Every time a company backs out, the Tribe must start over.
- IT can't come to the Appropriations and Finance Committee with a proposal until we find a solid, reliable partner.
- Phase I consists of fiber up to Elder Housing off of Heynig Road, the Tribal Government Complex building, down M-119 to Division and Adkins Roads.
- Phase II consists of fiber for all of our Petoskey properties NOT including Odawa Casino Resort or the Odawa Hotel.

Motion made by Secretary Kiogima and supported by Councilor McNamara to acknowledge IT Director Mark Tracy's Fiber Optic verbal update on June 11, 2019

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Discussion: Odawa Economic Development Management, Inc.

- Onsite infrastructure
- Excess funds to be used for economic development for phase 1.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council for approval of Tribal Resolution Authorization of Use of the Odawa Economic Development Management, Inc. (OEDMI) Line of Credit.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council for approval of Tribal Resolution To Authorize Odawa Economic Development Management, Inc. (OEDMI) use of the remaining funds of \$79,000 for Economic Development Purposes.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

New Business:

Discussion: Tribal Historic Preservation Fund Operations Grant FY 2019.

- Funds to operate Tribal Historic Preservation Office
- Formula funding, varied funding. Used for salaries and fringe as much as possible

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to approve Certified Motion # 062719-01 Request for Funding from National Park Service, Tribal Historic Preservation Fund Operations Grant FY 2019.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Discussion: Child Care Fund Unit, Child Care Fund, Intensive Probation FY 2020.

- Reimbursement for services already provided at 50% of the cost
- Human services portion was approved in May 2019, this is the Tribal Court's portion.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to approve Certified Motion # 062719-02 Request for Funding from State of Michigan, Department of Health & Human Services, Bureau of Juvenile Justice Community Programming and Support Services, Child Care Fund Unit Child Care Fund Intensive Probation FY 2020.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

10:27 a.m. Break

10:43 a.m. Resume

Old business continues.

Discussion: Wage Grid Discussion with the Executive.

- Living Wage should have been done in 2018.

- A minimum wage of \$12.75 per hour for the Executive Branch only.
- A majority of the Executive staff wage is mid to low range.
- Cost-of-Living Adjustment (COLA) and Merit based staff are in the mid-range.
- Cap lifted on most salaried positions. Those, according to Fox Lawson, will be frozen.
- The Human Resources Director and Executive is proposing a hybrid model which would:
 - Protect staff from supervisors who may have a rift with their subordinates,
 - Allow for COLA increases until the employee meets the grade midpoint, and would allow for a more flexible merit increases until the employee reaches the cap,
- The Executive is additionally requesting supplemental funding for the following:
 - Raising the minimum wage to \$12.75 on July 1, 2019, a request for \$13,939.09 has been submitted for the remainder of FY 2019.
 - Raising the minimum wage to \$12.75 for FY 2020, a supplemental funding request in the amount of \$55,756.23 has been submitted.
 - Due to the minimum wage increase, Indirect budgets have been impacted. A request for \$8,690.37 has been submitted for the remainder of FY 2019. This amount will be divided amongst Accounting, IT, Archives, Human Resources, and Facilities.
 - Raising the minimum wage to \$12.75 for FY 2020, a supplemental funding request in the amount of \$34,761.47 will be divided amongst Accounting, IT, Archives, Human Resources, and Facilities.

Discussion: The Decision Band Method

- Fox Lawson to present.

Band F	Compared to Number of Employees
Chair Vice Chair Tribal Council (Elected positions)	
Bands D & E Directors	
Band B Majority of Staff	

- Human Resources Director met with Executive Department Directors and is willing to meet with Office Manager Michele Portman-LaCount.
- Does LTBB want a different wage grid?
- An annual review of job descriptions needs to take place due to an increase/decrease of job duties.
- Statute change to Waganakising Odawak Statute Fair Employment with a joint agreement signed by all three (3) branches of government.

Discussion: Land Parcel #118

- If the Land and Reservation Committee recommends purchasing, Appropriations and Finance Committee will need to do a phone poll (Treasurer Reyes decides).

Public Comment:

11:48 a.m. Opened

- No Public Comments

11:49 a.m. Closed

Closed Session-yes

11:51 a.m. Motion made by Secretary Kiogima and supported by Councilor McNamara to enter into Closed Session for Confidential Business Matters.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

12:24 p.m. Motion made by Councilor McNamara and supported by Secretary Kiogima to return to Open Session.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Treasurer Reyes)

Motion carried.

Adjournment

12:24 p.m. Motion made by Councilor McNamara and supported by Secretary Kiogima to adjourn.

Next Regular Meeting date: Tuesday, July 16, 2019 at 9:00 a.m.