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CHEROKEE NATION GAMING COMMISSION

MEETING DATE / LOCATION:

3 January 2020
Cherokee Casino Tahlequah
Chota Center I

COMMISSIONERS PRESENT:

John Sparks, Chairman
Steven Barrick, Commissioner
Jennifer Goins, Commissioner
Shawna Baker, Commissioner

COMMISSION STAFF:

Janice Walters Purcell, Executive Director
Shannon Vahdatipour, Interim Audit Manager
Tiffany Cochran, Compliance Manager
Kristi Cole, Licensing Agent
Bess Warren, Special Projects Officer
Meagan Thompson, Licensing Agent
Jeannie Bunch, Compliance Officer
Sydney Kimble, Gaming Auditor

CHEROKEE NATION ENTERTAINMENT:

Gary Weddell, Gaming Operations
Jennifer Watkins, Compliance
Angelia Jobe, Information Technology
David Ledford, Information Technology
Reba Chambers, Compliance
Bear Christensen, Compliance
Kyle Culver, Marketing
Jennifer Provence, Marketing
Jessica Graham, Legal
Donald Childers, Surveillance & Loss Prevention
Marinda Wacoche, Human Resources
Joe Washum, Safety & Environment
Jonathon Henson, Security
Ryan Hamilton, Security
Buddy Harlin, Gaming
Monica Richards, Accounting

VISITORS:

John Young, Office of the Attorney General
Todd Hembree, Office of the Attorney General
Sean Rowley, Cherokee Phoenix
E.O. Smith, Tribal Council

CHEROKEE NATION GAMING COMMISSION MEETING MINUTES

3 January 2020

Cherokee Casino Tahlequah
Chota Center I

I. CALL TO ORDER:

Chairman Sparks called the meeting to order at approximately 9:44 a.m.

II. ROLL CALL:

Present: Chairman Sparks
Vice Chairman Barrick
Commissioner Goins
Commissioner Baker

Absent: Commissioner O'Leary

A quorum was established.

III. APPROVAL OF AGENDA:

Commissioner Barrick motioned to approve the agenda; seconded by Commissioner Baker. Motion carried.

Before moving on, Executive Director Purcell asked that the Commission strike Item VIII. J. – CNE Facilities Update from the current agenda.

Chairman Sparks requested a motion to renumber the agenda and strike the requested item. Commissioner Baker motioned to approve as amended; seconded by Commissioner Barrick. Motion carried.

IV. APPROVAL OF MINUTES:

Commissioner Baker motioned to approve the 6 December 2019 meeting minutes; seconded by Commissioner Barrick. Motion passed.

V. INTRODUCTION OF GUESTS:

Introductions were made by attendees from the Cherokee Nation Gaming Commission (CNGC), Cherokee Nation Entertainment (CNE), Cherokee Nation Businesses (CNB), Cherokee Nation (CN), and guests.

VI. CNE REPORTS:

A. FINANCIAL REPORT

Commissioner Barrick motioned to enter into executive session at 9:51 a.m. The motion was seconded by Commissioner Baker. Motion carried.

B. FACILITIES REPORT

VII. OLD BUSINESS:

Commissioner Baker motioned to exit the executive session at 10:43 a.m. The motion was seconded by Commissioner Barrick. Motion carried.

Upon exiting the executive session, Chairman Sparks requested that two additional subsections, C. and D., be added to section VI. for future Commission agendas. Subsection C. would allow for discussion regarding the Tribal Compact and subsection D. would report on gaming progress in Arkansas.

A. CNGC TRIBAL INTERNAL CONTROL STANDARDS-PROPOSED REVISIONS – J. WALTERS PURCELL

Executive Director Purcell informed the Commission that John Young and the Office of the Attorney General received the revised reports back from outside counsel the previous day. Due to the time needed to compile their recommendations, Executive Director Purcell requested that item A. be tabled until the 28 February 2020 Commission meeting.

Commissioner Baker made the motion to table item VII. A. until the meeting held on 28 February 2020; seconded by Commissioner Barrick. Motion passed

VIII. NEW BUSINESS

A. PERMITS & LICENSES – K. COLE

Kristi Cole presented the following and requested approval:

1. Employees

- Seventy-one (71) individual(s) for temporary permits
- Eighty-one (81) individual(s) for suitability determinations
- Two-hundred and three (203) renewals

Renewals included CNGC staff member, Tristan Trumbla.

Commissioner Goins motioned to approve; seconded by Commissioner Barrick. Motion carried.

Kristi Cole presented the following separately and requested approval:

- Seventy-eight (78) orders

Commissioner Baker was included in the license orders and an additional request to approve new license orders was required.

Commissioner Barrick motioned to approve; seconded by Commissioner Goins. Motion carried. Commissioner Baker abstained.

2. Vendor & Vendor Representatives

- Zero new company orders for 3 January 2020
- Eight (8) individual orders for 3 January 2020
- Nine (9) company renewals for 28 February 2020
- Forty-nine (49) individual renewals 28 February 2020

Commissioner Barrick motioned to approve as submitted; seconded by Commissioner Baker. Motion carried.

B. LICENSE CLASSIFICATIONS – K. COLE

Kristi Cole presented four (4) license classifications and requested approval.

Commissioner Baker motioned to approve; seconded by Commissioner Barrick. Motion carried.

Following the approval, Chairman Sparks requested organizational chart(s) from the pertinent Human Resources Department(s) be provided alongside the job descriptions. This would allow for distinction between CNGC and CNE positions when considering future license classification approvals.

C. GAME & SYSTEM APPROVALS – T. COCHRAN

Tiffany Cochran presented the following:

1. Electronic Gaming Machines

Electronic Game Themes

➤ Ainsworth	2
➤ Everi	2
➤ AGS	34

New Main Program

➤ Everi	4
➤ AGS	2

New Game Client

➤ AGS	1
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Executive Director Approved Items – Affirmation of Director's Approval

➤ IGT	4
➤ Everi	1

Commissioner Barrick motioned to approve as listed; seconded by Commissioner Baker. Motion carried.

2. Chip Proof - Affirmation of Director's Approval

Tiffany Cochran reported that CNE submitted and requested approval to order hard samples of secondary chips for the West Siloam Springs facility. During the review of the chip proof submission, it was discovered that the chip manufacturer, Game On Chip Company, was not a licensed CNGC vendor. However, the vendor supplying the chips, Avalon Gaming, is a licensed vendor. Executive Director Purcell previously granted approval to order the hard samples only and provide Game On Chip Company with a temporary license. If CNE decides to proceed with additional chip orders, Game On Chip Company must become a licensed CNGC vendor.

Tiffany Cochran requested a motion to approve the affirmation of the Director's approval to order the hard samples only.

Commissioner Baker motioned to approve; seconded by Commissioner Barrick. Motion carried.

D. PROMOTIONS & CALENDAR OF EVENTS – J. BUNCH

Jeannie Bunch presented the report and requested approval.

Commissioner Goins motioned to approve as distributed; seconded by Commissioner Barrick. Motion carried.

E. TOURNAMENTS – J. BUNCH

Jeannie Bunch made the presentation and requested approval for one (1) schedule of event and one (1) new tournament at the Hard Rock Catoosa facility, one (1) schedule of event and two (2) new tournaments for the West Siloam Springs facility, and five (5) suspensions to tournaments at West Siloam Springs.

Commissioner Baker motioned to approve as listed; seconded by Commissioner Barrick. Motion carried.

Roland Addendum

Jeannie Bunch presented the report and requested approval.

Commissioner Barrick motioned to approve the addendum as listed; seconded by Commissioner Baker. Motion carried.

F. IN-HOUSE PROGRESSIVE TRANSFERS – J. BUNCH

Jeannie Bunch presented and recommended approval for the transfer of retired in-house progressive (IHP) funds to promotional funds for the direct benefit of e-games patrons.

Commissioner Baker motioned to approve as listed; seconded by Commissioner Barrick. Motion carried.

G. CNGC AUDIT CYCLE UPDATE – S. VAHDATIPOUR

1. 2020 Q1 Implementation Tracking

Chairman Sparks suggested that the Commission table item VIII. G. until after item I. in order to go in to executive session and cover items VIII. G. and K. simultaneously.

Commissioner Baker motioned to table item VIII. G. until after item I.; seconded by Commissioner Barrick. Motion carried.

H. SICS MEMO – B. WARREN

Bess Warren reported that CNGC is currently working with CNE in order to review SICS that are awaiting CNGC approval. One of the SICS policies submitted for review was OP701 which included minor revisions to the originally approved policy. Bess Warren requested approval of the final revision draft for SICS policy OP701.

Commissioner Baker motioned to approve; seconded by Commissioner Barrick. Motion carried.

I. VIP LIGHTSPEED UPGRADE – T. COCHRAN

Tiffany Cochran reported that CNE submitted and requested approval for an upgrade to the VIP Lightspeed program. The upgrade contained additional features including further GAIN functions at the check cashing desks, allowing guests to choose specific AMEX cards for cash transactions, foreign guests to view US currency in foreign currency amounts, and allowing the check cashing machines to read chipped cards.

During the review of the VIP Lightspeed upgrade, Tiffany Cochran and Bess Warren noted that the SICS policy CAG210 states that some third party checks may be cashed with approval from a General Manager or above. However, in the SICS policy CAG242, it's stated that no third party checks may be cashed. CNE Compliance was notified of the issue and will be working to revise those SICS. With that in mind, Tiffany Cochran still recommend approval of the VIP Lightspeed upgrade as submitted.

Chairman Sparks asked for clarification regarding guests being able to view US currency in foreign currency amounts. Tiffany Cochran explained that the guests would not be receiving foreign currency but would be able to view the US dollar amounts converted to the amounts in their country of origin.

In addition, Monica Richards of CNE Accounting made the Commission aware that the upgrade to VIP Lightspeed was adding GAIN enhancements to the kiosks. This is an additional method of due diligence to support patrons that have enrolled in the Gaming Addiction Intervention Network.

Commissioner Barrick motioned to approve; seconded by Commissioner Baker. Motion carried.

Following item VIII. I., the Commission returned to item VIII. G. and Chairman Sparks suggested a break before entering into executive session.

On return from the break, Commissioner Baker motioned to enter into executive session at 11:33 a.m. The motion was seconded by Commissioner Barrick. Motion carried.

J. INVESTIGATIONS, LICENSE ACTIONS & HEARINGS – K. COLE

Commissioner Baker motioned to exit the executive session at 11:58 p.m. The motion was seconded by Commissioner Barrick. Motion carried.

Chairman Sparks suggested a motion to adopt the staff recommendations in regards to the individuals listed on the suitability determinations.

Commissioner Goins motioned to approve the staff recommendations; seconded by Commissioner Baker. Motion carried.

IX. EXECUTIVE DIRECTOR'S REPORT

A. ORGANIZATIONAL CHART – J. WALTERS PURCELL

Executive Director Purcell presented the most recent CNGC organizational chart to the Commission and explained the chain of command in detail. In addition, Executive Director Purcell pointed out that there are two Gaming System Analysts in the department but only one is in charge of CNGC IT needs. A Budget Analyst position will also replace the second Special Projects Officer under the CNGC Administration sub-section.

No action taken.

B. COMMISSION MEETING 2020 SCHEDULE – J. WALTERS PURCELL

Executive Director Purcell dispersed an updated 2020 Commission Meeting Schedule that listed the Cherokee Nation Housing Authority conference room as a new Commission meeting location for 28 February, 19 June, and 4 December. Chairman Sparks mentioned that maps to the new location may need to be distributed prior the meeting dates for individuals attending the licensing hearings.

Chairman Sparks notified the Commission that he would be absent during the meetings held on 11 September, 9 October, and 6 November. Because of this, Chairman Sparks asked if the Commission would prefer to reschedule the meetings to 10 September, 8 October, and 5 November or conduct the meetings without him present. Executive Director Purcell stated that she would have to check with the Tribal Council Rules Committee before a decision could be made.

Executive Director Purcell also notified the commissioners of upcoming NIGC and Wipfli trainings that they are invited to attend and would send detailed information via email.

No action taken.

X. OPEN SESSION:

No action taken.

XI. ADJOURNMENT:

Commissioner Baker motioned to adjourn at 12:32 p.m. The motion was seconded by Commissioner Barrick. Motion carried.

Approval of Minutes:



A handwritten signature in blue ink, appearing to read "John H. Sparks", is followed by a handwritten date "Sun. 5/1, 2020" and the word "DATE" in capital letters.