

CHEROKEE NATION ELECTION COMMISSION
REGULAR MEETING MINUTES
ELECTION SERVICE MEETING ROOM
SEPTEMBER 11, 2018

CALL TO ORDER/ROLL CALL

THE MEETING OF THE ELECTION COMMISSION WAS CALLED TO ORDER AT 4:09 PM ROLL CALL WAS TAKEN AND A QUORUM WAS ESTABLISHED.

COMMISSION: SHAWNA CALICO, CHAIRPERSON
CAROLYN ALLEN, VICE CHAIRPERSON
MARTHA CALICO, SECRETARY/TREASURER
PAM SELLERS, COMMISSIONER
RANDY CAMPBELL, COMMISSIONER

ATTORNEY: HARVEY CHAFFIN

STAFF: CONNIE PARNELL, MARCUS FEARS

MINUTES OF THE MEETING HELD AUGUST 14, 2018 WERE PRESENTED. A MOTION WAS MADE BY PAM SELLERS AND SECONDED BY RANDY CAMPBELL TO APPROVE THE MINUTES AS PRESENTED.

MOTION CARRIED.

PAM SELLERS___YES
MARTHA CALICO___YES
SHAWNA CALICO___YES
RANDY CAMPBELL___YES
CAROLYN ALLEN___YES

ADMINISTRATOR'S REPORT: MARCUS FEARS PRESENTED HIS REPORT AND STATED THAT AS OF TODAY THERE ARE 70,113 REGISTERED VOTERS. MR. FEARS INFORMED COMMISSIONERS THAT SEVERAL NEW OUTREACH MEETINGS HAVE BEEN ADDED TO THE ATTACHED LIST.

A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY PAM SELLERS TO APPROVE THE REPORT AS PRESENTED. ATTACHMENT #1 - 2 -PAGES. MOTION CARRIED.

RANDY CAMPBELL___YES
SHAWNA CALICO___YES
PAM SELLERS___YES
MARTHA CALICO___YES
CAROLYN ALLEN___YES

ELECTION DIRECTOR'S REPORT: PRESENTED BY CONNIE PARNELL. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY RANDY CAMPBELL TO APPROVE THE REPORT AS PRESENTED. MOTION CARRIED.

ATTACHMENT #2 – 2 PAGES
RANDY CAMPBELL ____ YES
MARTHA CALICO ____ YES
SHAWNA CALICO ____ YES
PAM SELLERS ____ YES
CAROLYN ALLEN ____ YES

ATTORNEY'S REPORT: ATTORNEY CHAFFIN PRESENTED INFORMATION ON THE MEETING WITH THE BIA, ATTORNEY GENERAL'S OFFICE AND HIMSELF CONCERNING THE "FEDERAL CHIEFS ACT" DISCUSSION WAS HELD CONCERNING THE FREEDMAN LAWSUIT AND MS. FLEMING'S REQUEST FOR A TEMPORARY RESTRAINING ORDER. THE CHEROKEE NATION ATTORNEY GENERAL WILL FILE A MOTION TO DISMISS. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY RANDY CAMPBELL TO APPROVE THE REPORT. MOTION CARRIED.

MARTHA CALICO ____ YES
PAM SELLERS ____ YES
RANDY CAMPBELL ____ YES
SHAWNA CALICO ____ YES
CAROLYN ALLEN ____ YES
MOTION CARRIED.

A COPY OF THE AGREEMENT BETWEEN THE UNIVERSITY OF OKLAHOMA AND THE CHEROKEE NATION ELECTION COMMISSION WAS PRESENTED FOR FY 2019 FOR THE GEO-REFERENCING MAINTENANCE FOR THE CHEROKEE NATION VOTER REGISTRATION SYSTEM. THE TOTAL COST WILL BE \$43,410.00 A MOTION WAS MADE CAROLYN ALLEN AND SECONDED BY PAM SELLERS TO APPROVE. MOTION CARRIED. ATTACHMENT #3 – 3 PAGES.

PAM SELLERS ____ YES
RANDY CAMPBELL ____ YES
MARTHA CALICO ____ YES
SHAWNA CALICO ____ YES
CAROLYN ALLEN ____ YES

CONNIE PARNELL PRESENTED INFORMATION FOR THE FY 2019 MAXIM CONTRACT. MS. PARNELL POINTED OUT THAT SOME OF THE COSTS HAVE BEEN LOWERED FROM FY 2018 CONTRACT. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY RANDY CAMPBELL TO APPROVE. MOTION CARRIED. ATTACHMET #4

MARTHA CALICO ____ YES
SHAWNA CALICO ____ YES
PAM SELLERS ____ YES
RANDY CAMPBELL ____ YES
CAROLYN ALLEN ____ YES

MS. PARNELL PRESENTED INFORMATION FOR THE FY 2019 HART INTERCIVIC

CONTRACT. A TOTAL COST FOR THE GENERAL ELECTION DAY, RUNOFF DAY AND 2 DAYS OF SERVICE SUPPORT IF NEEDED AT A COST OF \$13,650.00. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY RANDY CAMPBELL TO APPROVE. MOTION CARRIED.

MARTHA CALICO ☐ YES

SHAWNA CALICO ☐ YES

PAM SELLERS ☐ YES

RANDY CAMPBELL ☐ YES

CAROLYN ALLEN ☐ YES

MS PARNELL STATED HART'S HAS AN ADDITIONAL REFURBISHED SCANNER THAT THE CHEROKEE NATION ELECTION COULD PURCHASE AT A COST \$9,725.00 IF NEEDED. A MOTION WAS MADE BY PAM SELLERS AND SECONED BY RANDY CAMPBELL TO APPROVE. MOTION CARRIED.

CAROLYN ALLEN ☐ YES

SHAWNA CALICO ☐ YES

MARTHA CALICO ☐ YES

PAM SELLERS ☐ YES

RANDY CAMPBELL ☐ YES

MS PARNELL PRESENTED INFORMATION FOR A 4% RENEWAL RATE INCREASE AND ANNUAL SOFTWARE LICENSES AND SUPPORT AT A TOTAL COST OF \$17,825.00. A MOTION WAS MADE BY PAM SELLERS AND SECONED BY CAROLYN ALLEN TO APPROVE. MOTION CARRIED

RANDY CAMPBELL ☐ YES

CAROLYN ALLEN ☐ YES

MARTHA CALICO ☐ YES

SHAWNA CALICO ☐ YES

PAM SELLERS ☐ YES

COMMISSIONER ALLEN STATED THAT SIGNATURE AUTHORITY FOR REQUISITIONS FOR UP TO \$3K IS CURRENTLY CONNIE PARNELL AND UP TO \$25K IS MARCUS FEARS. A MOTION WAS MADE BY PAM SELLERS AND SECONDED BY RANDY CAMPBELL TO APPROVE MARCUS FEARS AS THE SIGNATURE AUTHORITY FOR BOTH \$3K AND \$25K. MOTION CARRIED.

RANDY CAMPBELL ☐ YES

MARTHA CALICO ☐ YES

SHAWNA CALICO ☐ YES

PAM SELLERS ☐ YES

CAROLYN ALLEN ☐ YES

2019 MERIT INCREASE WAS DISCUSSED. A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY PAM SELLERS TO TABLE THIS ISSUE. MOTION CARRIED.

MARTHA CALICO ☐ YES

SHAWNA CALICO ☐ YES

CAROLYN ALLEN ☐ YES

PAM SELLERS ☐ YES

RANDY CAMPBELL__ YES

PROGRESSION OF THE ACT. NO ACTION TAKEN

A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY RANDY CAMPBELL TO GO INTO EXECUTIVE SESSION AT 5:37 PM. MOTION CARRIED.

CAROLYN ALLEN__ YES

SHAWNA CALICO__ YES

PAM SELLERS__ YES

RANDY CAMPBELL__ YES

MARTHA CALICO__ YES

A MOTION WAS MADE BY CAROLYN ALLEN AND SECONDED BY RANDY CAMPBELL TO EXIT EXECUTIVE SESSION AT 6:07 PM. MOTION CARRIED.

CAROLYN ALLEN__ YES

SHAWNA CALICO__ YES

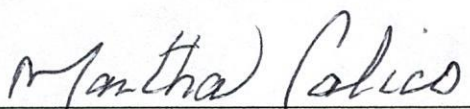
PAM SELLERS__ YES

MARTHA CALICO__ YES

RANDY CAMPBELL__ YES

CHAIRPERSON CALICO STATED THE PERFORMANCE EVALUATION FOR THE ELECTION DIRECTOR WAS COMPLETED.

THERE BEING NO FURTHER BUSINESS CONDUCTED A MOTION WAS MADE BY RANDY CAMPBELL TO ADJOURN AT 6:12 PM. MOTION CARRIED.



MARTHA CALICO, SECRETARY-TREASURER



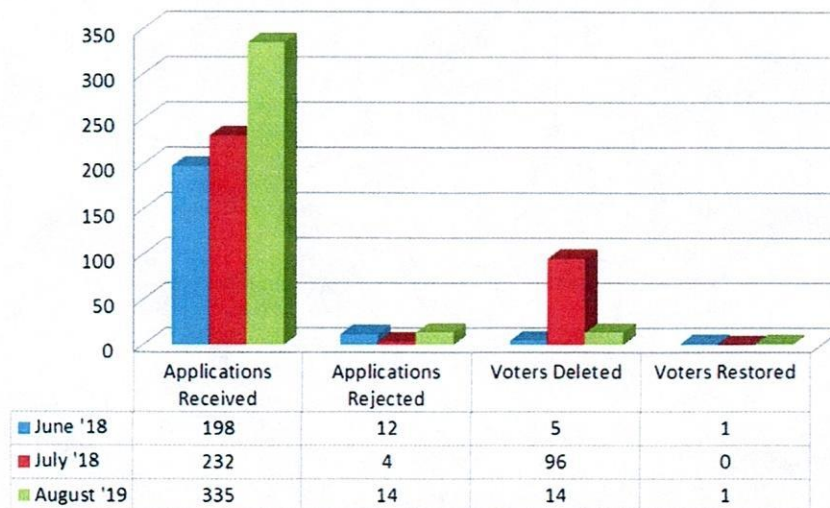
Attachment #1 - 2 pages - September 11, 2018

I. OFFICE:

August seemed to fly by. Connie held an election setup training which was very informative. I got to be on the computer and do the typing and it was very humbling to learn of ALL the little pieces it takes just to put a ballot together. Charlene completed all of her Core passport trainings in August. Connie and I attended the Harassment in the Workplace passport to learn more about the policies we adopted for our office. It was a wonderful training. The office has not had Community Events to attend so I started calling some Clinics. Kendal and Charlene went to Nowata and Vinita on August 16 and to Sallisaw and Stilwell September 7th. I wanted to take a minute to recognize the girls for their efforts in going to outreach events and doing voter registration/education. Looking back in FY18, the office attended 34 events and collected over 400 registrations. (Keep in mind there were 3 months that no meetings took place) That is fantastic however I believe we can do even more. As I get the feel for how things work and the avenues we can pursue, I believe in the next off year we can push voter education and registrations to well over 1,000.

II. VOTER PROCESSING: As of 09/04/2018

335 Applications; 70,113 Total Registered Voters; 40,118 In District; 29,995 At-Large

Voter Registration Statistics**a.) Statistical Report:**

Detailed Data by District and Precinct is Attached



III. VOTER OUTREACH:

- August Outreach
 - Nowata, Will Rogers Health Clinic – 9 registrations
 - Vinita, Vinita Health Center – 5 registrations
- September Outreach
 - CN Holiday – 55 total registrations
 - Sallisaw, Redbird Health Clinic – 13 registrations
 - Stilwell, Wilma Mankiller Health Center – 17 registrations
 - Tri-Community – Briggs – Sept 12, 10:30-1:30pm

IV. FINANCIAL HIGHLIGHTS:

The FY18 budget stayed on target. Closing out FY18 and prepping for FY19

Cherokee Nation Election Commission

P.O. Box 1188, Tahlequah, OK 74465-1188

Email: election-commission@cherokee.org

Website: www.cherokee.org/elections.aspx



Phone: 918-458-5899

Toll Free: 1-800-353-2895

Fax: 918-458-6101

*attachment # 2 - 2 pages
September 11, 2018*

2018 August Election Directors report:

August:

Additional work with the new build of Chronicle software with John and Aaron is still a work in progress. The database enhancements which include the election and absentee request deadlines and rejection response letters are finished all the way up to the end of the current requests. We are on target with these updates and they sent us the database to look over and work through the new enhancements. I have attached a copy of the work completed and the two open tasks to complete.

We have had two additional trainings in the election setup process for the staff and for the Commissioners on the equipment and software. We are working the information sessions in with day to day processes and the new build of Chronicle.

CSA finished all the street segments that were sent to them so 586 street segments were added to our street guide to accommodate the new and revised streets.

Supplies for the upcoming election have been ordered and received to complete the supplies for the precincts.

Worked with the vendors of our greater than 5000 contracts for FY-19, they have been received along with the W-9 from each of them as well for the finance claims for the September meeting.

Budget Hearings with the rules was on the 21st and that went well.