

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL  
AGENDA  
DECEMBER 16, 2017  
10:00 AM  
TRIBAL TRANSIT FACILITY  
1800 SYRACUSE AVENUE  
NORFOLK, NEBRASKA

- I. CALL TO ORDER
  - a. Invocation/Roll Call
- II. APPROVAL OF AGENDA
- III. RATIFICATION OF ACTIONS
- IV. APPROVAL OF MINUTES
  - a. December 4, 2017
- V. RATIFICATION OF ACTIONS
- VI. JACOB OLSUFKA, DIRECTOR OF FINANCE
  - a. Schedule of Expenditures Report as of 11/30/17
  - b. Indirect Cost Report as of 11/30/17
  - c. General Fund Report as of 11/30/17
  - d. Committee Report as of 11/30/17
  - e. Tribal Council Budget Summary Report as of 12/11/17
  - f. Miscellaneous Report for November 2017
- VII. CHAIRMAN'S REPORT
- VIII. EXECUTIVE TEAM UPDATE (Tom Wright, EDTA)
- IX. DANI WRIGHT, TRANSPORTATION MANAGER
  - a. Heritage of Bel-Air MOU – MOTION
  - b. Ponca Express Transporter (Norfolk) Job Description – MOTION
- X. ELISE EMANUEL, GRANT MANAGER
  - a. DOJ OVW Justice for Families Grant – RESOLUTION
  - b. EPA Tribal Response Program – Unallowable Expense Update
- XI. LARRY VOEGELE, CHIEF EXECUTIVE OFFICER
  - a. Norfolk Clinic Friday Access-to-Care Solution – DISCUSSION/MOTION
  - b. Title V Maternal Child Health Extension Budget - MOTION
  - c. Job Description change RN Case Manager to Registered Nurse Care Coordinator – MOTION
  - d. Job Description for new position Diabetes Program Registered Dietitian – MOTION
  - e. Job Description change Diabetes Program Administrator to Special Diabetes Program for Indians Project Director – MOTION
  - f. Community Health Manager Job Description – MOTION
- XII. JONATHAN ROBINSON, HUMAN RESOURCE DIRECTOR
  - a. Human Resource Department Monthly Report
  - b. Silverback Rx Business Associate Agreement – MOTION
  - c. Gallagher Benefit Services Business Associate Agreement – MOTION
- XIII. NEW BUSINESS
  - a. Committee Appointments – MOTION
  - b. Brad Jolly Legal Billing Statement – MOTION
  - c. Jensen Rogert Associates, Inc. Contract - MOTION
- XIV. OTHER BUSINESS
- XV. EXECUTIVE SESSION
  - i. Promotion Transfer for Employee #379 – MOTION (Larry Voegele)
  - ii. Promotion Transfer for Employee #442 – MOTION (Larry Voegele)
  - iii. Community Health Manager Transfer/Promotion – MOTION (Larry Voegele)
  - iv. Ponca Preference Scenarios (Jonathan Robinson)
  - v. Employee Performance Appraisal
- XVI. ADJOURN

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

DATE SUBMITTED: 12 / 7 /17

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: XX Tribal Council  
           Executive Committee

Meeting Date: 12 /16 /17

Subject: Transportation

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

1. Motion to approve the mou with the Heritage of Bel-air.
2. Motion to approve the new position of Transporter for Norfolk, Ft Driver.

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

Submitted By: Dani Wright

APPROVED   
Executive Director of Tribal Affairs

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 12/08/2017

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Meeting of:  Tribal Council  
 Executive Committee

Meeting Date: 12/16-17/2017

Subject: DOJ OVW Justice for Families Grant

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

Approval for Elise Emanuel to submit a grant application to the DOJ OVW, for a Justice for Families Grant for the amount of \$550,000 on behalf of The Ponca Tribe of Nebraska.

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

Submitted By: Elise Emanuel  
Grant Manager

PONCA TRIBE OF NEBRASKA  
TRIBAL COUNCIL

RESOLUTION 17-\_\_\_\_\_

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: OVW implements the Violence Against Women Act (VAWA) and subsequent legislation and provides national leadership on issues of sexual assault, domestic violence, dating violence, and stalking; and

WHEREAS: The Grants to Support Families in the Justice System program (referred to as the Justice for Families Program) was authorized in the Violence Against Women Reauthorization Act (VAWA) of 2013 to improve the response of all aspects of the civil and criminal justice system to families with a history of sexual assault, domestic violence, dating violence, and stalking, or in cases involving allegations of child sexual abuse. The program supports the following activities for improving the capacity of communities and courts to respond to impacted families: court-based programs and court-related programs; supervised visitation and safe exchange by and between parents; training and technical assistance for people who work with families in the court system; civil legal services; provision of resources in juvenile court matters; and development or promotion of legislation, model codes, policies, and best practices.

THEREFORE, BE IT RESOLVED that the Grant Manager, Elise Emanuel is approved to submit the application for funding for the DOJ OVW Justice for Families Grant 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 \_\_\_\_ day of November 2017, at a duly called meeting held at Norfolk, Nebraska by a vote of \_\_\_\_ Ayes; \_\_\_\_ Nays; \_\_\_\_ Abstained; \_\_\_\_ Absent. Chairperson \_\_\_\_ voting \_\_\_\_ not voting. A Quorum of \_\_\_\_ was present.

ATTEST

\_\_\_\_\_  
Larry Wright, Jr., Chairman  
Ponca Tribe of Nebraska

\_\_\_\_\_  
Candace Bossard, Secretary  
Ponca Tribe of Nebraska

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Meeting of:  Tribal Council  
 Executive Committee

Meeting Date: 12/16/2017

Subject: Discussion/Motion Norfolk Friday Access-to-Care Solution

ACTION REQUEST: (Please describe request in the form of a motion)  
Discussion on PRC vs Direct Clinic Solutions. Motion to approve expansion of Medical Services at Ponca Hills Health and Wellness Center to Friday, and associated budget revision. Also, if approved, motions to change PHHWC registration/scheduling and nursing positions from 32 hrs/wk to 40 hrs/wk.

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

Submitted By: Larry Voegele

APPROVED

  
\_\_\_\_\_  
Chief Executive Officer

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 12/08/17

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Meeting of:       √ Tribal Council  
                          Executive Session

Meeting Date: 12/16/17

Subject: Title V Maternal Child Health Extension Budget

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

Motion for budget revision for extension period for the Maternal Child Health Title V grant funded through the Nebraska Department of Health and Human Services.

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

Submitted By: Rhiannon Clausen, COO

APPROVED

  
Larry Voegele, Chief Executive Officer

cn=Lawrence Voegele, CEO, o=Ponca Tribe of Nebraska, ou=Health Services Division, email=lvoegele@poncatrIBE-ne.org, c=US  
2017.12.11 06:07:14 -06'00'

**AGENDA ITEM REQUEST**

(for employees only)

DATE SUBMITTED: 11/27/17

All agenda item requests must be approved by Executive Management and forwarded to the Niobrara Office, Attn: Jan Colwell **five (5) working days before the meeting.**

Meeting of:       √ Tribal Council  
                          Executive Session

Meeting Date: 11/27/17

Subject: Job Description Change RN Case Manager to Registered Nurse Care Coordinator

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

The job description will be changed and updated to reflect additional duties that will incorporate overarching responsibilities between departments within the Health Services Division. (Diabetes, PRC, Clinic Services)

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

Submitted By: Rhiannon Clausen, COO

APPROVED \_\_\_\_\_  
Larry Voegele, Chief Executive Officer

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

DATE SUBMITTED: 11/27/17

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Meeting of:       √ Tribal Council  
                      Executive Session

Meeting Date: 11/27/17

Subject: Job Description for new position Diabetes Program Registered Dietitian open for Lincoln or Omaha.

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

The job description is for a new Registered Dietitian for the Omaha or Lincoln area office.

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

Submitted By: Rhiannon Clausen, COO

APPROVED \_\_\_\_\_  
Larry Voegele, Chief Executive Officer



**AGENDA ITEM REQUEST**

(for employees only)

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Meeting of:       √ Tribal Council  
                          Executive Session

Meeting Date: 11/27/17

Subject: Job Description Change Diabetes Program Administrator to Special Diabetes Program for Indians Program Director

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

The job description will be changed and updated to reflect additional duties that will incorporate overarching responsibilities for the Diabetes Registered Dietitian and the role of Project Director for the SDPI Grant.

Will there be support materials for this agenda item?   x   Yes      No

(If there are support materials, one copy must be attached)

Submitted By: Rhiannon Clausen, COO

APPROVED \_\_\_\_\_  
Larry Voegele, Chief Executive Officer

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Meeting of:  Tribal Council  
 Executive Committee

Meeting Date: 12/16/2017

Subject: Community Health Manager Job Description

ACTION REQUEST: (Please describe request in the form of a motion)  
Motion to approve community health manager job description (CHR program manager).

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

Submitted By: Larry Voegele

APPROVED   
Chief Executive Officer

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

DATE SUBMITTED: 12/09/2017

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Meeting of:  Tribal Council  
 Executive Committee

Meeting Date: 12/16/2017

Subject: Silverback Rx Business Associate Agreement

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

- Motion to approve the Silverback Rx Business Associate Agreement

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 \_\_\_\_\_  
EDTA/CEO/DOF/HRD

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

DATE SUBMITTED: 12/09/2017

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Meeting of:  Tribal Council  
 Executive Committee

Meeting Date: 12/16/2017

Subject: Gallagher Benefit Services Business Associate Agreement

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

- Motion to approve the Gallagher Benefit Services Business Associate Agreement

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 \_\_\_\_\_  
EDTA/CEO/DOF/HRD