

PONCA TRIBE OF NEBRASKA
TRIBAL COUNCIL
AGENDA

OCTOBER 18, 2022
9:00 AM
119 6TH STREET
SIOUX CITY, IOWA

- I. CALL TO ORDER
 - a. Invocation
 - b. Roll Call
- II. APPROVAL OF AGENDA
- III. CONSENT CALENDAR
 - a. October 11, 2022 Minutes
 - b. Hausmann Change Order #025
 - c. Approval of Applicants for Enrollment – RESOLUTION
 - d. Ratifications
- IV. VICE CHAIRWOMAN’S REPORT
- V. JOEY NATHAN, EXECUTIVE DIRECTOR – NORTHERN PONCA HOUSING AUTHORITY
 - a. NPHA Quarterly Report July/August/September 2022
 - b. FY 2023 Indian Housing Plan – MOTION
- VI. SHANNON ROWEN, HUMAN RESOURCE DIRECTOR
 - a. Nio Maintenance Coordinator #503 Job Description – MOTION
 - b. Nio Administrative Assistant II – Facilities #507 Job Description – MOTION
- VII. VICTORIA CHAMPAIGN, EMERGENCY SERVICES & RISK MANAGER
 - a. Disaster Assistance Program Policy – MOTION
 - b. Disaster Assistance Program Request for GF Dollars – MOTION
- VIII. OTHER BUSINESS
- IX. EXECUTIVE SESSION
 - a. Building Discussions – 17th & E in Lincoln and FLH&WC in Omaha (Vice Chair Sullivan)
- X. ADJOURN

AGENDA ITEM REQUEST

DATE SUBMITTED: 10/10/2022

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: Tribal Council
 Executive Committee

Meeting Date: 10/18/2022

Subject: Lincoln Windhoek Tribal Affairs Added Card Readers (CO #025)

ACTION REQUEST: (Please describe request in the form of a motion)
Motion to accept the bid from Hausmann in the amount of \$21,065.09 to add additional card readers, change door hardware and perform necessary work to ensure completion of door access system utilizing vendor SEI.

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

Submitted Victoria Champaign Tribal Emergency Services and Risk Manager

APPROVED


 Emergency Services and Risk Manager

AGENDA ITEM REQUEST
(for employees only)

DATE SUBMITTED: 10/03/2022

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: Tribal Council
 Executive Committee

Meeting Date: 08/18/2022

Subject: Enrollment Applications

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

Motion to approve enrollment of applicants.

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

Submitted By: Robin Rich

APPROVED


Executive Management

AGENDA ITEM REQUEST

(For employees only)

DATE SUBMITTED: 10.11.22

Meeting of: X Tribal Council
 Executive Session

Meeting Date: 10/18/22

Subject: Job Description Approval:
 503 Nio Maintenance Coordinator
 507 Nio Administrative Assistant II - Facilities

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

Motion #1

Tribal Affairs is requesting approval of Position 503 Nio Maintenance Coordinator. This position is Grade 8 (\$40,809.00-\$62,191.50) and reports to the Director of Facilities. The position, facilities workload and structure has been reviewed and supported by the Tribal Affairs Interim CEO, CFO, HRD and has been included in the budget. The addition of this position is needed to meet the growth demands and needs of PTN and we are requesting your support and approval.

Motion #2

Tribal Affairs is requesting approval of Position 507 Nio Administrative Assistant II - Facilities. This position is a Grade 5 (\$28,078.00 \$47,414.92), reports to the Director of Facilities and will support all facilities staff. The position, facilities workload and structure has been reviewed and supported by the Tribal Affairs Interim CEO, CFO, HRD and has been included in the budget. The addition of this position is needed to meet the growth demands and needs of the facilities department staff and will provide consistency and

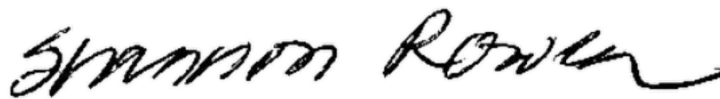
coordination of department activities. The position will be located Niobrara where the Director of Facilities is located but will support all facilities staff including the Health Facilities Manager II.

Additional Paperwork:

Job Descriptions, Org Chart

Submitted By: Shannon Rowen, Human Resources Director
Janelle Ali-Dinar, Interim CEO Tribal Affairs
Jim Wright, Director of Facilities

APPROVED



Shannon Rowen, Human Resources Director

AGENDA ITEM REQUESTDATE SUBMITTED: **10/10/2022**

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: Tribal Council
 Executive Committee

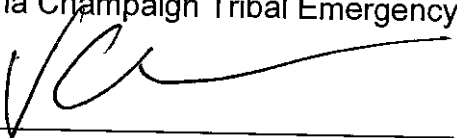
Meeting Date: **10/18/2022**Subject: **Disaster Assistance Program Policy**

ACTION REQUEST: (Please describe request in the form of a motion)
Motion to approve the Tribe's Disaster Assistance Program Policy as written.

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

Submitted Victoria Champaign Tribal Emergency Services and Risk Manager

APPROVED


Emergency Services and Risk Manager

AGENDA ITEM REQUESTDATE SUBMITTED: **10/10/2022**

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: Tribal Council
 Executive Committee

Meeting Date: **10/18/2022**Subject: **Disaster Assistance Program Request for GF Dollars**

ACTION REQUEST: (Please describe request in the form of a motion)
Motion to approve \$10,000 from the Tribe's General Fund to the Tribe's Disaster Relief fund in order to finance the Tribe's Disaster Assistance Program in accordance with the Disaster Assistance Program policy.

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

Submitted Victoria Champaign Tribal Emergency Services and Risk Manager

APPROVED 
 Emergency Services and Risk Manager