

**PEORIA TRIBE OF INDIANS OF OKLAHOMA
BUSINESS COMMITTEE MEETING
May 3, 2022**

MINUTES

CALL TO ORDER/INVOCATION:

Chief Craig Harper called the meeting to order. Carolyn Ritchey gave the Invocation.

DECLARATION OF QUORUM:

Secretary Tonya Mathews declared a quorum with all members present.

APPROVAL OF AGENDA:

Motion was made by Hank Downum and seconded by Carolyn Ritchey to approve the agenda as presented. Motion passed.

APPROVAL OF MINUTES:

Motion was made by Carolyn Ritchey and seconded by Rosanna Dobbs to approve the Minutes of the Regular Meeting, held on April 5, 2022. Motion passed.

MONTHLY TRIBAL/PROGRAM REPORTS:

Financial Reports

Motion was made by Carolyn Ritchey and seconded by Kara North to approve the Financial Reports for March 2022 as presented. Motion passed.

Enterprise Reports

Due to the absence of CEO of Buffalo Run Casino & Resort, Patrick Browne, Chief Harper introduced Brian Estep, Director of Facilities, to begin the Enterprise Reports. Mr. Estep introduced himself then introduced Donna Smith, Director of Human Resources. Ms. Smith began her report by giving an overview of recent changes that have been implemented regarding employee health & wellness benefits. These changes include the following:

- A stress-reducing activity will now be offered to staff every quarter.
- Staff are now being offered membership to a local gym for only \$5.00 per month.
- Staff now have the option to eat healthier with the addition of a soup and salad bar in the break room.
- Staff will now be offered biometric and preventative screenings/exams every 6 months at no cost.
- Staff are now being offered more leadership training and development workshops on a quarterly basis.

Ms. Smith then introduced Brian Favreau, Director of Casino Operations, for Buffalo Run Casino & Resort.

Mr. Favreau began his report by introducing the “Top-Down Communication Strategy”. Highlights of this new strategy included:

- Now holding pre-shift meetings within each department – up to two times per week.
- Current employee positive reinforcement programs, which include special food catering from outside vendors for ‘Employee Appreciation Days’, recognizing an ‘Employee of the Month’, and celebrating quarterly perfect attendance with cash bonuses.
- Two new employee positive reinforcement programs were introduced: Mystery secret shoppers - utilized every other month. Employees are scored on various topics. The overall property goal is 93%, with cash prizes awarded to employees whose score falls within a certain range. The other positive reinforcement incentive is called, “Join the Herd”. This includes recognition on the “Join the Herd” wall, as well as monthly and quarterly cash drawings.

Mr. Favreau then re-introduced Brian Estep, Director of Facilities, for Buffalo Run Casino & Resort.

Mr. Estep began his report by explaining how the casino continues to strive to coach and reward its employees. Highlights from his presentation included:

- Boss vs Coach mindset
- Employee Satisfaction: Employees will receive positive acknowledgment and recognition for hard work and initiatives.
- Appraisals: Every employee will receive two performance appraisals over the next 12 months. There is also a new software being used that will remind Directors when these are due.
- Career Pathing: Employees will receive high-value career path discussions.

Mr. Estep concluded his report by introducing Angela Gosney, Director of Finance, for Buffalo Run Casino & Resort.

Ms. Gosney began her report by sharing with the Business Committee the overall Tribal Distributions from the Enterprise. The financial highlights included:

- The Casino’s last two years have been the best overall, since opening in 2004.
- Twenty days of stimulus money coming in helped contribute to this increase.

ADMINISTRATIVE REPORT:

Chief Harper provided a summary of his written report, highlighting the following:

- PTIO participated in a Career Fair at Riverton High School
- Attended the Native American Caucus – Cherokee Nation
- Continuing to hold monthly Director’s meetings
- Attended Buffalo Run’s ‘All-Staff’ meetings
- Continuing to hold interviews for open positions

- Planning meetings/trips are scheduled for both the Directors and the BC members
- PTIO was nominated for an award at the Chamber of Commerce Awards Gala
- Directors will start presenting on their departments during BC meetings

UNFINISHED BUSINESS:

There was no unfinished business.

NEW BUSINESS:

The Committee reviewed the documents presented for “New Members Recommended for Approval by the Enrollment Committee on 04/22/22 Tentatively to be Approved by the Business Committee on 05/03/22 or at the Next Regularly Scheduled or Special Meeting”. No questions were asked from the Committee. Motion to approve the recommendations was made by Hank Downum and seconded by Kara North. Motion passed.

Resolution R-05-03-22-A, “Approval for Changes to the Peoria Tribal Membership Roll”: Motion was made by Isabella Clifford and seconded by Carolyn Ritchey to approve Resolution R-05-03-22-A as presented. Motion passed.

Discussion/Approval to add a waiver to the procurement policy: Motion was made by Rosanna Dobbs and seconded by Hank Downum to approve adding a waiver to the procurement policy. Motion passed.

Discussion/Approval for Budget Modifications: Motion was made by Kara North and seconded by Isabella Clifford to approve the Budget Modifications as presented. Motion passed.

Discussion/Approval of the National Tribal Opioid Settlements: Motion was made by Isabella Clifford and seconded by Kara North to approve the National Tribal Opioid Settlement as presented. Motion passed.

Discussion/Approval for Employee wage change recommendations (held in Executive Session): Motion was made by Rosanna Dobbs and seconded by Hank Downum to approve the Employee wage changes as presented. Motion passed.

Discussion/Approval for Enrollment Application Rejection Appeal (held in Executive Session): Motion was made by Hank Downum and seconded by Carolyn Ritchey to deny the Enrollment Application Appeal as presented. Motion passed.

Discussion/Approval of a contract with Atty. Greg Bigler (held in Executive Session): Motion was made by Hank Downum and seconded by Rosanna Dobbs to proceed with the contract with Attorney Greg Bigler. Motion passed.

PUBLIC COMMENTS:

Chief Harper began “Public Comments” by stating that he would like to go around the room so that each Tribal Citizen had the opportunity to address the Business Committee or ask questions:

- Tribal Citizen, Jeane Burgess spoke up to give her opinion on the Buffalo Run Casino billboards located just off I-44. She mentioned that they need refreshed and look ‘tired’. Ms. Burgess works in a profession that lends an eye to these things.
- Tribal Citizen, Jeane Burgess also spoke up to inform the Committee about a podcast that will feature twelve Indigenous women. The podcast will launch on June 10th.
- No other public comments were made.

EXECUTIVE SESSION:

Motion was made by Isabella Clifford and seconded by Hank Downum to move into Executive Session at 6:42 pm. Motion passed.

Motion was made Hank Downum and seconded by Carolyn Ritchey to come out of Executive Session at 8:07 pm. Motion passed.

ADJOURNMENT:

Motion to adjourn was made by Isabella Clifford and seconded by Kara North. Motion carried unanimously and the meeting was adjourned at 8:10 pm.



Authorized Signature



Date Approved