

Appropriations and Finance Committee
LTBB Governmental Administration Building
Tribal Council Chambers
7500 Odawa Circle, Harbor Springs, MI 49740
Regular Meeting
May 14, 2019

Call to Order: **9:06 a.m.**

Committee Member Roll Call: Councilor Dexter McNamara, Secretary Tamara Kiogima,
Treasurer Marcella R. Reyes

Absent: none

Tribal Councilors present: none

Legislative Staff: Sr Financial Analyst Rachel Cope, Legislative Services Attorney Donna
Budnick, Legislative Administrative Assistant Linda Gokee

Corporate Charters/Boards Present: Odawa Economic Development Management, Inc. Vice
President Alan Proctor, Board Member Shiloh Slomsky, GNI Steve Hayward

Executive Staff/Official Present: Grant Writers Amber Holt and Alison Simon; Chief Financial
Officer Carrie Carlson

Tribal Court Staff/Official Present:

Public: none

Invited Guests: Fifth Third Scott Burke and Jeff Smith

Closed Session: Yes

Motion made by Secretary Kiogima and supported by Councilor McNamara to adopt the
Agenda of May 14, 2019 as amended.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Phone Polls:

*-04/24/19 Motion to recommend to Tribal Council to approve Certified Motion # 042719-04 Request for
Funding from the United States Department of Health and Human Services, Centers for Disease Control
and Prevention, Good Health and Wellness in Indian Country.*

Phone Poll Vote: 3 yes, 0 no, 0 abstain, 0 absent

Comments: none

Motion carried.

-04/30/19 Motion to recommend to Tribal Council to adopt Tribal Resolution Appropriation of Funds for the 2020 Fiscal Year Operating Budgets.

Phone Poll Vote: 3 Yes, 0 No, 0 Abstained, 0 Absent

Comments: none

Motion carried.

New Business:

Discussion: FY 2020-FY 2022 Child Care Development Fund Program and Child Count Declaration

- This funding provides assistance for income-eligible families to pay for child care (daycare) services.
- Grant award \$35,000-\$50,000 every 3 years.
- The financial impact to the Tribe would be \$0.
- Indirect Costs are allowed and a match is not required
- Funding is determined based on the number of children reported under the age of 13. The Tribe must declare we have fifty (50) youth.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to approve Certified Motion # 052319-01 Request for funding from the Administration for Children and Families, FY 2020-FY 2022 Child Care Development Fund Program and Child Count Declaration.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Discussion: FY 2020 Title IV-B Continuation Funding

- These funds are used for prevention and support services (family support), crisis intervention, time-limited family reunification services, adoption promotion, independent living, education and training, administrative costs, staff training, foster parent recruitment and training, and monthly caseworker visits.
- Grant award is determined by a formula that is based on the number of LTBB enrolled youth ages 0-20 within the USA. LTBB youth in this age range has declined by 38% since 2010, with 39 less youth in 2019 than in 2018.
- 25% required match of \$9,085 and covers any over the limit Indirect Costs which is budgeted and covered by the Program Support Budget.

Motion made by Secretary Kiogima and supported by Councilor McNamara to recommend to Tribal Council to approve Certified Motion # 052319-02 Request for Funding from the Administration for Children and Families, Title IV-B of the Social Security Act, FY 2020 Title IV-B Continuation Funding.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Discussion: 2019 Consolidated Tribal Government Programming (CTGP) Annual Contract, Funding Increase

- Notice to accept increased award for CTGP in the amount of \$43,539 from the Bureau of Indian Affairs (BIA).
- A corresponding decrease in the General Fund portion budget of \$43,539
- \$0 match required and Indirect Costs are allowed which are provided via BIA 638 Contract Support Costs.

Motion made by Secretary Kiogima and supported by Councilor McNamara to recommend to Tribal Council to approve Certified Motion # 052319-03 Funding from the United States Department of the Interior, Bureau of Indian Affairs, P.L. 93-638 Annual Funding Agreement, 2019 CTGP Annual Contract, Funding Increase.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent
Motion carried.

Discussion: 2019 Rights Protection Implementation (RPI) Annual Contract, Funding Increase

- Notice to accept increased award for RPI in the amount of \$55,324 from the BIA.
- RPI dollars can only be spent on RPI activities under the Tribes Natural Resources Department (NRD).
- \$0 match required and Indirect Costs are allowed which are provided via BIA 638 Contract Support Costs.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to approve Certified Motion # 052319-04 Funding from the United States Department of the Interior, Bureau of Indian Affairs, P.L. 93-638 Annual Funding Agreement, 2019 RPI Annual Contract, Funding Increase.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent
Motion carried.

Discussion: Child Care Fund In-Home Care FY 2020

- This program reimburses 50% of reimbursable expenses for early intervention to treat within the child's home problems of delinquency and neglect, to affect a child's early return to his or her home from family foster care or institutional care.
- Grant award of \$55,000 from state reimbursement, however, the Tribe anticipates receiving up to \$86,000 (based on current 2019 Child Care Fund (CCF) budget).
- These are fund's the State of Michigan reimburses Human Services, up to 50%, for work being completed. Funds received remain in the Human Services budget.
- \$0 match required and Indirect Costs are allowed.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to approve Certified Motion # 052319-05 Request for Funding from the State of Michigan, Department of Health & Human Services, Bureau of Juvenile Justice, Community Programming and Support Services, Child Care Fund Unit, Child Care Fund In-Home Care FY 2020.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent
Motion carried.

Discussion: Community Services Block Grant (CSBG) Emergency Assistance Program FY 2020

- This is the annual application Inter-Tribal Council of Michigan submits for services for **income eligible** families to receive assistance for food, energy, housing, transportation, specialized clothing for employment, other clothing/supplies, or emergency assistance to obtain prescriptions.
- Exact grant award in unknown-maximum no expected to exceed \$16,000
- \$0 match required and Indirect Costs are allowed.

Motion made by Secretary Kiogima and supported by Councilor McNamara to recommend to Tribal Council to approve Certified Motion # 052319-06 Request for Funding from Inter-Tribal

Council of Michigan, application for funding: U.S. Department of Health and Human Services, Office of Community Services, Community Services Block Grant Emergency Assistance Program FY 2020.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Discussion: Low Income Housing Energy Assistance Program FY 2020

- These funds are distributed based on need and income eligibility. The LTBB Human Services Department collects the applications/intake information and then forwards the information to Inter-Tribal Council (ITC) of Michigan where a final eligibility determination is made. The ITC Accounting Department processes the payment that goes directly to the utility/energy company.

Motion made by Secretary Kiogima and supported by Councilor McNamara to recommend to Tribal Council to approve Certified Motion # 052319-07 Request for Funding from Inter-Tribal Council of Michigan, Inc. application for funding: U.S. Department of Health and Human Services, Office of Community Services, Low Income Housing Energy Assistance Program FY 2020.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

9:42 a.m. Break

10:05 a.m. Resume

Discussion: Odawa Economic Development Management, Inc. (OEDMI) use of remaining funds

- OEDMI is requesting reassignment of \$79,000 of \$585,000 for onsite infrastructure in the common areas within Victories Square Phase I.

10:22 a.m. Motion made by Secretary Kiogima and supported by Councilor McNamara to enter into Closed Session for Confidential Business Matters.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

11:49 a.m. Motion to return to Open Session.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

11:49 a.m. Break

11:52 a.m. Resume

11:53 a.m. Lunch

1:05 p.m. Return

Old Business:

Discussion: Elders Food and Utility Allowance

- Received quite a few applications prior January 2019.
- There are currently 1,494 Enrolled Tribal Elders.
- The Elders Department anticipates running out of money by the end of May 2019.

- There is only \$28,420 left which will take care of 71 Tribal Elders.
- A maximum of \$219,200 will take care of the 548 Elders who are unpaid as of today's date.
- The minimum is \$187,600 which will take care 375 Elders.
- The Elders Food and Utility Allowance is not fully funded for 2020 because the Executive says the Elders Program can come back to the Appropriations and Finance Committee (AFC) for additional supplemental funding.
- Senior Financial Analyst Rachel Cope has concerns if the Executive is continually not budgeting these items appropriately.
- The Appropriation and Finance Committee (AFC) Members encourage the Executive to fully fund the Elders Food and Utility Allowance for the FY 2021 Budgets.
- If more money is required, the Executive and Elders Department Director, will need to come back to the AFC to request more supplemental funding.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to adopt Tribal Resolution Supplemental Funding in the Amount of \$187,600.00 for the purpose of Food and Utility Allowance.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Return to New Business:

Discussion: Budget Modification to modify CAP EX to Facility Maintenance Staff for roads and infrastructure

- Budget Modifications for FY 2019 in the amount of \$34,532 to fund Facilities road maintenance.
- Additional funding from BIA CTGP (see Motion #3 above)
- Moving money from Human Services and Capital Expenditures (Cap Ex) to fund Facilities for General Fund expenses that can not be funded through Cost Recovery.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to approve Budget Modification to modify CAP EX to Facility Maintenance Staff for roads and infrastructure.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Discussion: Murray Road Housing

- Planning Director Amanda Swiss requested the amount be increased from \$100,000 to \$200,000 and was submitted via email by the Executive Office at 4:20 p.m. on 05-13-2019.
- This appropriation of \$200,000 would provide four (4) engineered drawings for apartment buildings at Mtigwakiis Housing (Murray Rd). New designs are needed as the Tribe does not own the rights to the plans for the two existing units.
- Funding is needed to solicit a Request for Proposal (RFP) or Request for Quotation (RfQ) as there is a U.S. Department of Housing and Urban Development (HUD), Indian Community Development Block Grant (ICDBG) Program the Tribe will apply for which is due in August 2019.
- Future Odawa Property Managers (OPM) would assume responsibilities of Tribal Housing Management to alleviate the Housing Department of managing occupancy and maintenance.

Motion made by Councilor McNamara and supported by Treasurer Reyes to recommend to Tribal Council to adopt Tribal Resolution Appropriation of \$200,000.00 of Prior year fund balance to provide engineered drawings for Apartment Buildings at Mtigwaakiis Housing (Murray).

Comments: Secretary Kiogima would like the Executive to explore options of alternate funding from within their budget opposed to using General Fund-Fund Balance.

Vote: 2 -yes, 1 -no (Secretary Kiogima), 0 -abstain, 0 -absent

Motion carried.

Motion made by Secretary Kiogima and supported by Councilor McNamara to recommend to Tribal Council to adopt Tribal Resolution Budget Modifications for FY 2019 Increased Consolidated Tribal Government Program (CTGP) Related Fund Needs in Other Programs.

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

Discussion: Increase MIS FY 2019 Operating Budget

- Funding in the amount of \$82,000 to be used to purchase software and licensing agreements.

Motion made by Councilor McNamara and supported by Secretary Kiogima to recommend to Tribal Council to adopt Tribal Resolution Increase MIS FY2019, Operating budget, Indirect Cost Pool, by \$82,000.00 for software and licensing agreements,

Vote: 3 -yes, 0 -no, 0 -abstain, 0 -absent

Motion carried.

2:25 p.m. Secretary Kiogima exits meeting

Discussion: Living Wage

- The Executive was not present to discuss their Tribal Resolution Allocation for Wage Grid Implementation. Treasurer Reyes requested the Appropriations and Finance Committee and Tribal Council have the full Wage Grid Study Report for review prior to this meeting.
- Tribal Council will adjust the minimum wage by the Consumer Price Index by Tribal Resolution.
- Cost-of-Living Adjustment (COLA) needs to be addressed and fixed by Tribal Council. This is not a raise, it's to keep employees' wages consistent with inflation.

Sr. Financial Analyst Report:

- Strongly caution against using any more General Funds monies.
- Crime investment policy renewal steps.
- Working on the Budget calendar.
- Lawsuit balance.
- War Chest balance.
- Chuck Freemont offered to evaluate both the Merrill Lynch and Morgan Stanley accounts.
- Per statute, you cannot move more than 4%. When writing Tribal Resolutions, one needs to be specific so money can't be moved and used for any other purpose other than what it was designated for.

Motion made by Councilor McNamara and supported by Treasurer Reyes to acknowledge receipt of Senior Financial Analyst Rachel Cope's verbal report for May 14, 2019.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Motion made by Councilor McNamara and supported Treasurer Reyes to recommend Tribal Council to authorize Treasurer Reyes to submit an application to Tribal First for the Great American Insurance Group/Crime Supplemental Insurance Policy Renewal for Tribal Council.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Public Comment:

2:59 p.m. Opened

- No public comments

2:59 p.m. Closed

Motion made by Councilor McNamara and supported by Treasurer Reyes to approve the minutes of February 12, 2019 as corrected.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Table and move the minutes of March 12, 2019 to June 11, 2019 for approval.

Motion made by Councilor McNamara and supported by Treasurer Reyes to approve the minutes of April 1, 2019 as corrected.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Motion made by Treasurer Reyes and supported by Councilor McNamara to approve the minutes of April 2, 2019 as corrected.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Motion made by Councilor McNamara and supported by Treasurer Reyes to approve the minutes of April 4, 2019 as presented.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Motion made by Councilor McNamara and supported by Treasurer Reyes to approve the minutes of April 12, 2019 as presented.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Motion made by Councilor McNamara and supported by Treasurer Reyes to approve the minutes of April 16, 2019 as presented.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Adjourn

3:21 p.m. **Motion** made by Councilor McNamara and supported by Treasurer Reyes to adjourn.

Vote: 2 -yes, 0 -no, 0 -abstain, 1 -absent (Secretary Kiogima)

Motion carried.

Next Regular Meeting date:
Tuesday, June 11, 2019 at 9:00 a.m.