



CHEROKEE NATION ELECTION COMMISSION

Ph: 918-458-5899 | TF: 800.353.2895 | F: 918.458.6101

AGENDA SPECIAL MEETING

April 19th, 2022

4:00 P.M.

- I. Call to order
- II. Roll call
- III. Approval of Minutes from the March 8th Regular Meeting
- IV. Approval of Minutes from the April 12th Regular Meeting
- V. Administrator's Report
- VI. Election Director's Report
- VII. Attorney's Report
- VIII. Old Business
- IX. Current Items
 - a. Consideration and possible action regarding additional election equipment.
- X. Executive Session
 - a. Confidential discussion with attorney on pending litigation, claims, investigations or protests
 - b. Personnel
 - c. Exit Executive Session
- XI. Action from Executive Session
- XII. Announcements
- XIII. Adjourn

POSTED
4-18 3pm

April 18, 2022 by 4:00 PM
Cherokee Nation Election Office
17763 S. Muskogee Ave
Tahlequah, OK 74464

Chairperson: Shawna Calico

Posted by: _____



CHEROKEE NATION ELECTION COMMISSION

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CHEROKEE NATION ELECTION COMMISSION

Special Meeting Minutes

April 19th, 2022

I. Call to order

- The Special Meeting of the Cherokee Nation Election Commission for April 19th, 2022 was called to order by Chairperson Shawna Calico at 4:15pm
- Rick Doherty made a motion seconded by Pam Sellers to allow Commissioner Ballew to attend the meeting by phone. The motion was approved by all Commissioners.

II. Roll call

- Election Commission Secretary Rick Doherty called roll and a quorum was established with the following Commissioners present:

Shawna Calico – Chairperson

Pamela Sellers – Vice Chairperson

Rick Doherty – Secretary/Treasurer

Randy Campbell – Commissioner – Unable to attend

Elizabeth Ballew – Commissioner – By phone

- Office staff present was: Connie Parnell and Marcus Fears
- Election Commission Attorney Harvey Chaffin was present

III. Approval of Minutes

- Chairperson Shawna Calico asked for approval and/or discussion regarding the minutes of the March 8th Regular Meeting. Rick Doherty made a motion seconded by Pam Sellers to approve the March 8th Regular Meeting minutes. The motion was approved by all Commissioners.
- Chairperson Shawna Calico asked for approval and/or discussion regarding the minutes of the April 12th Regular Meeting. Pam Sellers made a motion seconded by Elizabeth Ballew to approve the April 12th Regular Meeting minutes. The motion was approved by all Commissioners.

IV. Administrator's Report

- Marcus Fears reported on closing out another financial from the 2021 election, Policy meetings and presented a report that detailed updated voter registration statistics. Rick Doherty made a motion seconded by Pam Sellers to approve the Administrator's Report. The motion was approved by all Commissioners. **(Attachment 1)**

V. Election Director's Report



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- Connie Parnell gave a report on Chronicle backups, acceptance testing of new equipment, and when training would be for new machines. Pam Sellers made a motion seconded by Rick Doherty to approve the Election Director's Report. The motion was approved by all Commissioners.

(Attachment 2)

VI. Attorney's Report

- Election Commission Attorney Harvey Chaffin had no new litigation to report. Commissioner Doherty inquired about any information Mr. Chaffin had on the Comingdeer case. Mr. Chaffin noted that Mr. Comingdeer was held in contempt for failure to pay attorney's fees in a Supreme Court hearing. The case was then referred to the District Court of the Cherokee Nation. Rick Doherty made a motion seconded by Pam Sellers to approve the Attorney's report. The motion was approved by all Commissioners.

VII. Old Business

- None

VIII. Current Items

- Consideration and possible action regarding additional election equipment.
 - i. Connie Parnell presented documents showing a credit from Hart Intercivic of \$12,160.70 and then presented two invoices for addition election equipment needed for \$710 and \$1731. Rick Doherty made a motion seconded by Pam Sellers to accept the invoices from Hart and pay for the additional equipment from the credit. The motion was approved by all Commissioners.

IX. Executive Session

- N/A

X. Action from Executive Session

- N/A

XI. Announcements

- N/A

XII. Adjourn

- Pam Sellers made a motion to adjourn at 5:02pm. The meeting was adjourned.

Minutes submitted by Rick Doherty, Secretary/Treasurer



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April 12, 2022 Administrators Report

Marcus Fears Administrator
fears-marcus@cherokee.org

I. OFFICE:

In March, Policies met a couple times regarding Act revisions. We received a draft of revision recommendations that was put before Council in the March Rule's Committee Meeting. There were a number of questions directed toward the AG and Council attorney and it ultimately got tabled for a month. Each Councilor with questions or recommendations was to send them to John Young.

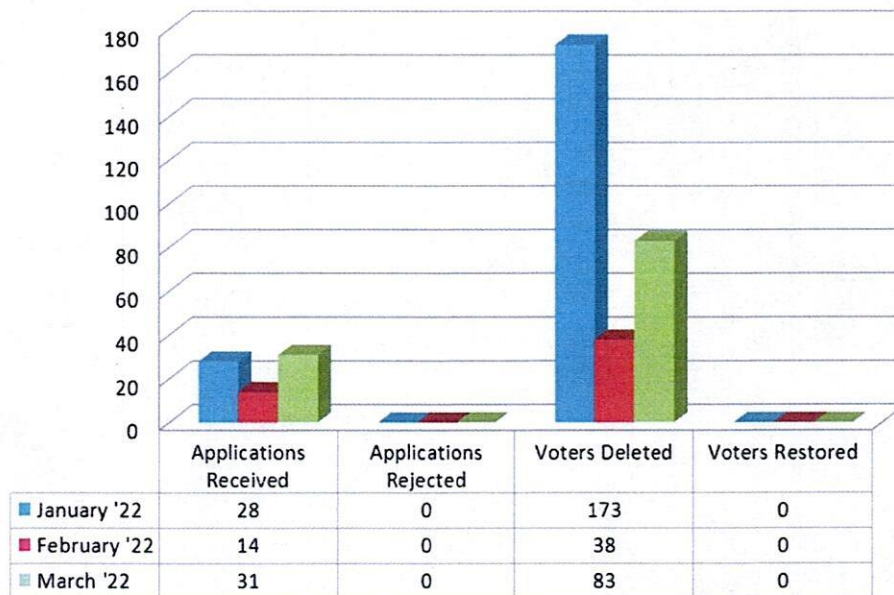
Some Community Meetings have started back up. We haven't received any invites, but I emailed a few people and tracked down who was to be sending the invites and made them aware we typically attend the Community Meetings, but not the Services Meetings.

I've also been in touch with Ms. Grayson's financial advisor from the 2021 election. She was able to get Ms. Grayson's financials up to date and get them finalized. They are ready for review.

II. VOTER PROCESSING: As of 04/1/2022

75,109 Total Registered Voters; **43,128** In-District; **31,981** At-Large

Voter Registration Statistics



A. Statistical Report:

*Detailed Data by District and Precinct is attached

III. FINANCIAL HIGHLIGHTS:

FY22 is on target. The Budget Committee will need to schedule a work session in the upcoming weeks. After speaking with Daniel Stroup, the FY2023 information is due to come out in the two weeks.

Chronicle- Voter Registration by District and Precinct

4/1/2022 8:08 AM

District	Precinct	Voters
Dist No. 1 Hulbert	Hulbert	1,226
	Okay	296
	Tahlequah (1)	1,527
	Total for District	3,049
Dist No. 2 Tahlequah	Briggs	291
	Lowrey	264
	Tahlequah (2)	2,472
	Total for District	3,027
Dist No. 3 Tenkiller	Keys	949
	Tahlequah (3)	1,785
	Total for District	2,734
Dist No. 4 Three Rivers	Ft. Gibson	1,074
	Muskogee	580
	Warner	770
	Total for District	2,424
Dist No. 5 Redbird	Gore	403
	Sallisaw (5)	626
	Vian	1,188
	Total for District	2,217
Dist No. 6 Sequoyah	Belfonte	116
	Marble City	172
	Muldrow	1,627
	Sallisaw (6)	1,641
	Total for District	3,556
Dist No. 7 Flint	Cave Springs	298
	Chewey	103
	Stilwell (7)	2,633
	Westville (7)	702
	Total for District	3,736
Dist No. 8 Goingsnake	Bell	267
	Stilwell (8)	1,056
	Westville (8)	471
	Total for District	1,794
Dist No. 9 Saline	Jay (9)	730
	Kansas	1,435

Chronicle- Voter Registration by District and Precinct

4/1/2022 8:08 AM

District	Precinct	Voters
Dist No. 9 Saline	Kenwood	183
	Salina (9)	541
	Total for District	2,889
Dist No. 10 Delaware	Afton	624
	Grove	758
	Jay (10)	894
	Pryor (10)	543
	Salina (10)	200
	Spavinaw	179
	Total for District	3,198
Dist No. 11 Cooweescoowee - North	S. Coffeyville	493
	Vinita	1,937
	Welch	140
	Total for District	2,570
Dist No. 12 Cooweescoowee - West	Bartlesville	1,660
	Nowata	710
	Skiatook	133
	Total for District	2,503
Dist No. 13 Gadusi	Catoosa	353
	Collinsville	960
	Tulsa	1,824
	Total for District	3,137
Dist No. 14 Cooweescoowee - Central	Chelsea	561
	Claremore (14)	2,530
	Collinsville	8
	Oologah	427
	Total for District	3,526
Dist No. 15 Cooweescoowee - South	Claremore (15)	855
	Locust Grove	922
	Pryor (15)	940
	Salina (15)	51
	Total for District	2,768
At Large	At Large	31,981
Total for District		31,981
Grand Total		75,109

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

March 2022 Directors Report

Worked with John and Nick (IT) on the storage issue on Chronical, the backups are running long because of all the images that it is have to go through. We have discussed the possibilities of other storage locations on site. We have not come up with a solution yet.

Simon came to the office for the acceptance testing and the scanners all passed, 9 of the ballot boxes did not pass and they were picked up and we will receive 9 new ones. Ordered the shelves for the ballot boxes and they were assembled by Facilities and all is looking good. Simon will be back in August for the training on the new system. One of the towers was setup wrong so it was sent back to be reimaged and will return soon. We will receive two printers, towners, and 10 additional V-drives. We currently have a credit at Hart and the additional equipment will come from that credit. We will still have a credit with Hart after the additional equipment is subtracted.

We had adobe pro put on my computer to work on the PDF's of the election manual updates. I have completed the first edits of the Election Day Desk Reference, and the Precinct Official Manual. Will go back through them again and do more editing before I send you the proofs.



PO Box 80649
Austin, Texas 78708-0649
Phone: (800) 223-4278
Fax: (800) 831-1485
AccountsReivable@hartic.com

INVOICE

Invoice Number 087565
Invoice Date 03/31/2022
Customer ID CHE00010
Project VERM-000490

Page 1 of 1

BILL TO:		SHIP TO:	
Cherokee Nation Election Svcs, Cherokee Nation, OK Connie Parnell PO Box 1188 TAHLEQUAH, OK 74465		Connie Parnell Cherokee Nation, OK 17763 S Muskogee Ave Tahlequah, OK 74464-1635	
TERMS	SALESPERSON	PO NUMBER	CONTRACT NUMBER
Net 30 Days	Dwayne Broxton		

Credit for Verity Central - Client seat and associated license and support.

	<u>Units</u>	<u>Price</u>	<u>Amount</u>
A) Verity Central - Client with License and Support	1.00	-15,000.0000	-15,000.00
B) Special Discount	1.00	2,839.3000	2,839.30

REMITTANCE ADDRESS HART INTERCIVIC, INC.
Dept 0453
PO BOX 120453
Dallas, TX 75312-0453

BILLING INQUIRIES HART INTERCIVIC
PO BOX 80649
Austin, TX 78708-0649
800.223.HART * Fax: 800.831.1485
www.hartintercivic.com * hartbilling@hartic.com
TAX ID# 95-3248916

Sales Total -12,160.70
Sales Tax 0.00

ORIGINAL INVOICE

TOTAL \$-12,160.70

Connie Parnell

From: John Thompson <jthompson@hartic.com>
Sent: Wednesday, April 6, 2022 5:08 PM
To: Connie Parnell
Cc: Simon Saenz
Subject: RE: [EXTERNAL SENDER] Fwd: <EXTERNAL> Hart Intercivic Invoice 087565
Attachments: Cherokee Nation, OK vDrives_V1.pdf

NOTICE: THIS EMAIL CONTAINS AN ATTACHMENT SENT FROM AN EXTERNAL SENDER.
IF YOU DO NOT KNOW THE SENDER OR WERE NOT EXPECTING THIS EMAIL, DO NOT OPEN ANY EMAIL ATTACHMENTS
AND DELETE THIS MESSAGE.

Thank you: The Cherokee Nation - Information Technology Department

I am happy we were able to get that figured out. Attached is a quote for 10 vDrives; if everything looks good, just sign
and return. I will make sure to let accounting know to use your credit.

Thank you,

John Thompson
Director of Sales
Hart InterCivic
15500 Wells Port Drive
Austin, Texas 78728
Direct: 512.252.6485 | Mobile: 512.294.8509 jthompson@hartic.com | www.hartintercivic.com

-----Original Message-----

From: Connie Parnell <connie-parnell@cherokee.org>
Sent: Wednesday, April 6, 2022 4:59 PM
To: John Thompson <jthompson@hartic.com>
Cc: Simon Saenz <:ssaenz@hartic.com>
Subject: [EXTERNAL SENDER] Fwd: <EXTERNAL> Hart Intercivic Invoice 087565

CAUTION: This email originated from outside of the organization. Do not click links or open attachments unless you
recognize the sender and know the content is safe.

Just received this today. Thank you to you both. We want to apply this credit for the printers and toners. Also 10 more
V drives. Can you please send me a quote on this amount.

Connie

Sent from my iPhone

Begin forwarded message:

From: Samantha DeBower <sdebower@hartic.com>

Date: April 6, 2022 at 1:37:48 PM PDT
To: Connie Parnell <connie-parnell@cherokee.org>
Subject: <EXTERNAL> Hart Intercivic Invoice 087565

NOTICE: THIS EMAIL CONTAINS AN ATTACHMENT SENT FROM AN EXTERNAL SENDER.
IF YOU DO NOT KNOW THE SENDER OR WERE NOT EXPECTING THIS EMAIL, DO NOT OPEN ANY EMAIL ATTACHMENTS
AND DELETE THIS MESSAGE.

Thank you: The Cherokee Nation - Information Technology Department

Please see attached invoice 087565. Let us know if you have any questions.

Thank you,

This message (including any attachments) is intended only for the use of the individual or entity to which it is addressed and may contain information that is non-public, proprietary, privileged, confidential, and exempt from disclosure under applicable law or may constitute as attorney work product. If you are not the intended recipient, you are hereby notified that any use, dissemination, distribution, or copying of this communication is strictly prohibited. If you have received this communication in error, notify us immediately by telephone and (i) destroy this message if a facsimile or (ii) delete this message immediately if this is an electronic communication. Thank you.



Quote Number

00009846

Account Name

Cherokee Nation, OK

Grand Total

\$710.00

Item	Description	Unit Price	Quantity	Total Price
vDrive	Flash memory card/audio card for use with Verity devices	\$66.00	10	\$660.00

Subtotal

\$660.00

Shipping and Handling (Estimated)

\$50.00

Grand Total

\$710.00

Bill To

P.O. Box 1188
Tahlequah, OK 74465

Ship To

17763 S Muskogee Ave.
Tahlequah, OK 74464

Customer Contact

Contact Name

Connie Parnell

Email

connie-parnell@cherokee.org

Phone

(918) 458-5899

General Information

Expiration Date

5/6/2022

Instructions

Please fax with signature to (512) 252-6906 or
scan and email to jthompson@hartic.com to
order.

Payment Terms

Net 30

Terms and Conditions

Please note: Shipping & Handling charges listed are estimates only. Due to global supply chain and delivery issues, actual shipping & handling charges may be significantly higher. Pricing subject to inventory availability at time of quote execution and acceptance.

Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By

John Thompson

Title

Director of Sales

Signature

Customer Approval

Name

Shauna Calico

Title

CNEC Chairperson

Customer Approval:

Date:

4-19-22



Quote Number

00009724

Account Name

Cherokee Nation, OK

Grand Total

\$1,731.00

Expiration Date

4/3/2022

Payment Terms

Net 30

Please fax with signature to or scan and email to ssaenz@hartic.com to order.

Item	Description	Unit Price	Quantity	Total Price
Okidata B432dn Printer	Laser printer w/ starter cartridge for report printing	\$380.00	3	\$1,140.00
Toner Cartridge, Okidata B432dn, Black (High Capacity)	Black toner for Okidata B432dn printer (high capacity)	\$197.00	3	\$591.00
Subtotal				\$1,731.00
Grand Total				\$1,731.00

Bill To

P.O. Box 1188
Tahlequah, OK 74465

Ship To

17763 S Muskogee Ave.
Tahlequah, OK 74464

Customer Contact

Contact Name Connie Parnell

Terms and Conditions

Pricing subject to inventory availability at time of quote execution and acceptance.

Taxes will be calculated in conjunction with the Customer based on the final approved price list.

Hart Approval

Prepared By Simon Saenz

Title

Sales Account Manager

Signature

Customer Approval

Name: Shauna CalicoTitle: CNEC Chairperson

Customer Approval: _____

Date: 4-19-22

CHEROKEE NATION ELECTION COMMISSION

 REGULAR MEETING

X SPECIAL MEETING

COMMISSION PRESIDED BY: Shawna Calico

MEETING DATE: 4-19 at 4:00 AM/PM at the CNEC Office

Commission Member: Present/Absent

Shawna Calico

Present/Absent

Pamela Sellers

Present/Absent

Randy Campbell

Present/Absent

Rick Doherty

Present/Absent

Elizabeth Ballew

Present/Absent by phone

Quorum Established:

YES / NO

CNEC Attorney: Harvey Chaffin ☒ X

Staff Present: ☒ Marcus Fears ☒ Connie Parnell ☒ Kendal Bishop ☒ Charlene Keys

Visitors:

