

AMENDED CHEROKEE NATION GAMING COMMISSION MEETING MINUTES
Video/Audio Conference Hosted:
CNGC Conference Room

I. Call to Order:

Chairman Sparks called the meeting to order at approximately 9: 43 a.m.

II. Roll Call:

Present: Chairman Sparks
Commissioner Baker
Commissioner Goins

Not Present:
Commissioner Barrick, but entered meeting at 10:17a.m.
Commissioner O’Leary, but entered meeting at 10:12a.m.

A quorum was established.

III. APPROVAL of the Agenda:

Commissioner Baker made the motion to approve the agenda: seconded by Commissioner Goins.
Motion carried.

Commissioner Baker made the motion to amend the agenda; seconded by Commissioner Goins.

Chairman Sparks asked Executive Director Purcell where she would like to insert the amendments and stated that we had some new business come up since the posting of the agenda.

Chairman Sparks stated to amend the agenda accordingly as Item 8, A. 1- Licensure Matter with subsections to be numbered accordingly.

Executive Director Purcell stated there was an item to be added to the SICS under the casino closure status involves proprietary information and reopening discussions of the casinos in addition of 6, B, 1, a. Executive Session. Chrissi Nimmo recommends the discussion of the SICS in executive session. The 3 new additions to the agenda. First amendment- 6; B; 1; a – Second amendment- 6; C – Approval of items discussed in sections A and D. as necessary. Third amendment- 8; A; 1- Licensure Matter. 6. C. will be approval of the SICS. The motion to approve the agenda as amended passes.

IV. Approval of Minutes:

Commissioner Goins motioned to approve the 28, April 2020 meeting minutes; seconded by Commissioner Baker. Motion passed.

V. Introduction of Guests:

Introductions were made by attendees from the Cherokee Nation Gaming Commission (CNGC), Cherokee Nation Entertainment (CNE), Cherokee Nation Businesses (CNB), Cherokee Nation (CN) and guests. Bear Christensen (CNE), Todd Hembree (CNB), and Kelly Myers (CNGC).

VI. CNE Reports:

A motion to enter into executive session for items 6. A. and B. and including all subparts into one session to discuss those in order, then exit before taking action on any item therein.

A motion was made by Commissioner Baker; seconded by Commissioner Goins. Motion passes.

Todd Hembree asked if he could remain in the executive session as counsel for CNB. Chairman Sparks replied, yes and thanked Mr. Hembree for the request.

10:12 a.m. - Commissioner O'Leary entered the meeting via audio

10:17 a.m. - Commissioner Barrick entered the meeting via audio

There were some technical difficulties:

A. Financial Report

B. Facilities Report

Commissioner O' Leary motioned to exit executive session at 11:55 a.m. The motion was seconded by Commissioner Baker. Motion Passes.

VII. Approval of the SICS:

A motion was made by Commissioner Baker to approve the SICS as distributed to the Commission; seconded by Commissioner O'Leary. Chairman Sparks asked Bear Christensen if he would minded for the record. CNE Policy for the SICS purpose is to detail the items that CNE will be doing internally its process regarding the current pandemic. Chairman Sparks ask Mr. Christensen to identify the different items by name for classification for the record. Mr. Christensen replied we are modifying our SICS a couple of particular items.

CAG208- E-Ticket Redemption

DAC-671- Extraneous Items

SUR-342- Physical Access

SUR-351- Inter-Facility Viewing

We want to make sure these are addressed within our processes. Chairman Sparks stated that it is his understanding that these are working documents that we have just been amending as information and facts change and become new for various entities of the Cherokee Nation, is this correct? Mr. Christensen replied, yes. Motion Passes.

VII. Old Business:

A. License Classification Discussions-

Chairman Sparks recognized Executive Director Purcell to speak on this matter. Executive Director Purcell stated that CNGC is reviewing all of the job classifications that require licensing and finger printing. We have ask for a list from CNE and that is a work in progress.

VIII. New Business:

A. Permits and Licenses:

1. Licensure Matter- Commissioner O'Leary motioned to enter executive session; seconded by Commissioner Goins. Motion passes.

Commissioner O'Leary motioned to exit executive session, seconded by Commissioner Baker. Motion passes.

Kelly Myers presented the following and requested approval.

2. Employees-

- 1 Suitability Determination
- 61 License Orders
- 370 Renewals.

11 CNGC Staff included in the renewals: Anna Anquoe, Stephanie Choate, Tiffany Cochran, Kristi Cole, Dawn DeVorse, Janetta Drain, Leticia Flynn, Christa McCoy, Jerry Neal, Rebecca Smythe, Melinda Smith.

Commissioner O'Leary made the motion to approve; seconded by Commissioner Baker. Motion Passed.

3. Vendor Memorandum-

Kelly Myers submitted a memo into the packet and it requested consideration from the Commissioners to extend renewal dates for vendor licenses, since Licensing had not been working in the office. A request for vendors to the hardship now that would have expired in this time frame to be extended from March to July 31, 2020. Kelly stated they would like approval from the Commissioners to allow Licensing to work with the vendors as we are getting back to the office. Commissioner Goins motioned for approval to adopt this recommended extension; seconded by Commissioner Barrick. Chairman Sparks recognized himself this is consistent with what he has seen with other entities and thinks it is reasonable and we should do so. Motion passes.

B. Game & System Approvals:

Tiffany presented the following:

1. Database Hygiene in Patron Management-

CNE submitted a request for approval for an Extract, Transform and Load process for the Database Hygiene in Patron Management. Commissioner O’Leary made the motion to approve the change as requested by CNE and CNGC; seconded by Commissioner Baker. Motion passes.

2. Traka 32 Server Upgrade-

CNE submitted a formal Executive Director Approval request to upgrade the Traka 32 Server software from v2. 18 to v2. 43. Executive Director Approval was granted on May 5, 2020. Commissioner Barrick motioned to approve the upgrade as requested; seconded by Commissioner Goins. Motion passes.

3. EGM Memorandum- (Corrected from ECM to EGM Memorandum)

Tiffany presented the following

Electronic Game Themes

- Ainsworth 12
- Everi 4
- IGT 4

New Main Program

- IGT/OS Main Programs 2
- Ainsworth Gaming Cabinet 1

CNE is requesting a waiver due to utilizing a previously approved OS, cabinet was scheduled to be on display at NIGA Conference which was cancelled due to Co Vid 19. Commissioner O’Leary made the motion to approve; seconded by Commissioner Goins. Motion passes.

C. Audit Implementation Review

Executive Director Purcell stated this is an Implementation Review of the Audit Department dated April 28, 2020. It is to verify any corrective action that has been taken regarding non-compliance. Executive Director Purcell stated that Tiffany Cochran and Bess Warren have been working diligently on the SICS revision, most of these have been corrected and Executive Director Purcell asked Tiffany Cochran if she agreed. Tiffany Cochran stated that most have been corrected and there are some on the Implementation Plan. The follow up has been sent to CNGC Compliance and once we get back to the office and a routine we will be able to follow up with Bear Christensen and CNE with the ones that have been covered with the SICS. We will be able to provide an update.

Executive Director Purcell stated that some of them where CNGC isn't in compliance, Tiffany Cochran is waiting on the TICS Revision, we do have a target date of September 30, 2020 for completion of the Audits. We would like to have the Implementation Review back and review it again when it is up to date. Chairman Sparks stated that Executive Director Purcell has requested the 2020 Quarter 2 Implementation Review and our target date is September 30, 2020, Executive Director would like to review Quarter 2 Implementation Review against the new reviews that we will be doing every quarter. She would like the Commission to see what we have completed and assure the commission that we are working on it. Chairman Sparks asked Executive Director if she needed affirmative action or for us to add to the agenda at the appropriate intervals. Executive Director declined needing affirmative action on the review. Chairman Sparks stated it is my understanding that the commission receives this information to place on the agenda that we look forward to and no motion is pending.

D. SICS Memo

Executive Director Purcell deferred to Tiffany Cochran, Tiffany stated that in accordance with the CNGC TICS Section 2.1 Compliance has completed a review of SICS documents as submitted by CNE for approval by the Commission for the revised SICS of the DAC601Drop Team Process. Commissioner Baker motioned to approve the change; seconded by Commissioner O' Leary. Motion passes.

E. Promotions and Calendar Events

Tiffany Cochran presented the following revisions and requested approval:

1 new GCR and 3 revisions the new GCR is a new tier for Reward Club Members and the revisions to the existing 3 tiers. The benefit for the free cruise to temporarily suspend for 60 days post opening. The benefit offer for the Las Vegas Experience to temporarily suspend for 60 days post opening. The documents for the packet were received after the packet was prepared. Commissioner Baker motioned to approve the request from the staff as listed in the Calendar of Events; seconded by Commissioner Goins. Commissioner Baker asked is the opening by invitation only and Executive Director Purcell replied yes. Motion Passes.

IX. Executive Director Report:

Executive Director Purcell reported that the CNGC would begin bringing back employees and Phase 1 was underway. Employees will make sure machines are up and running and will be ready to go. When returning to work we will be staggering shifts and hours so no more than 10 people are allowed upstairs and down stairs. Employees will be wearing masks and complying with the Chief's policy. Additionally with the Chief's policy if anyone goes on vacation in order to protect staff they will have to take annual leave of 2 weeks following their vacation to self-quarantine. CNGC is returning to work and to open the casinos an assessment has to be completed for the CNGC and the NIGC. We have to make certain that CNGC and CNE have adequate staff and we are in compliance. Chairman Sparks stated that no action is requested or required to avoid conflict.

Commissioner O'Leary motioned to adjourn; seconded by Commissioner Goins. Motion to adjourn passes.

Approval of Minutes:


CHAIRMAN SPARKS

June 19, 2020

DATE