



CHEROKEE NATION ELECTION COMMISSION

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

AGENDA SPECIAL MEETING

December 8th, 2020

4:00 P.M.

- I. Call to order
- II. Roll call
- III. Approval of Minutes from the November 23rd Special Meeting
- IV. Administrator's Report
- V. Election Director's Report
- VI. Attorney's Report
- VII. Old Business-None
- VIII. Current Items
 - a. Consideration and possible action on December Press Release
 - b. Consideration and possible action on approving the Cherokee Nation Election Commission Regular Meeting Schedule for 2021
 - c. Consideration and possible action regarding Absentee Ballot Request Form for the 2021 election cycle
 - d. Consideration and possible action regarding 2021 election protocol
- IX. Executive Session
 - a. Confidential discussion with attorney on pending litigation, claims, investigations or protests
 - b. Personnel
 - 1. Consideration and possible action regarding questions directed to staff
 - c. Exit Executive Session
- X. Action from Executive Session
- XI. Announcements
- XII. Adjourn

POSTED
12-7-20 9:44 AM

December 7, 2020 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

December 8th, 2020

I. Call to order

- The Special Meeting of the Cherokee Nation Election Commission for December 8th, 2020 was called to order by Chairperson Shawna Calico at 4:08pm
- Chairperson Shawna Calico asked for a motion to allow Rick Doherty to attend by phone. Pam Sellers made a motion seconded by Elizabeth Ballew to allow Rick Doherty to attend by phone. The motion was approved by all Commissioners.

II. Roll call

- Election Commission Chair Shawna Calico called roll and a quorum was established with the following Commissioners present:

Shawna Calico – Chairperson

Pamela Sellers – Vice Chairperson

Rick Doherty – Secretary/Treasurer by phone

Randy Campbell – Commissioner

Elizabeth Ballew – Commissioner

- Office staff present was: Connie Parnell
- 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 November 23rd Special Meeting. Pam Sellers made a motion seconded by Elizabeth Ballew to approve the minutes. The motion was approved by all Commissioners.

IV. Administrator's Report

- Marcus Fears provided a written report that detailed registration statistics, meeting to get election forms and candidate packet documents ready and ultimately getting the candidate packets ready for December 1, 2020. Randy Campbell made a motion seconded by Elizabeth Ballew to approve the Administrator's Report. The motion was approved by all Commissioners.

(Attachment 1)



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V. Election Director's Report

- Connie Parnell gave a report over working from home to get forms ready for the election cycle, order COVID supplies and work on press releases. Randy Campbell made a motion seconded by Elizabeth Ballew 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 reported that he had reviewed questions emailed to the Election Commission and provided suggested responses to those questions. Pam Sellers made a motion seconded by Elizabeth Ballew to accept the Attorney's Report. The motion was approved by all Commissioners.

VII. Old Business

- None

VIII. Current Items

- Consideration and possible action on December Press Release.
 - i. Discussion was held. Pam Sellers made a motion seconded by Randy Campbell to approve the December Press Release with the noted amendments. The motion was approved by all Commissioners.
- Consideration and possible action on approving the Cherokee Nation Election Commission Regular Meeting Schedule for 2021.
 - i. Pam Sellers made a motion seconded by Elizabeth Ballew to approve the Regular Meeting Schedule for 2021. The Administrator will post the approved meeting schedule on the Election Commissions website. The motion was approved by all Commissioners. **(Attachment 3)**
- Consideration and possible action regarding Absentee Ballot Request Form for the 2021 election cycle.
 - i. Discussion was held. Pam Sellers made a motion seconded by Randy Campbell to approve the Absentee Ballot Request form with the noted amendments. The motion was approved by all Commissioners. **(Attachment 4)**
- Consideration and possible action regarding 2021 election protocol.
 - i. Discussion was held; however, there was no action taken on this agenda item.

IX. Executive Session

- There was no Executive Session



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X. **Action from Executive Session**

- None

XI. **Announcements**

XII. **Adjourn**

- Pam Sellers made a motion to adjourn at 7:07pm. The meeting was adjourned.

Minutes submitted by Rick Doherty, Secretary/Treasurer



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Attachment #1

December 8, 2020 Administrators Report

Marcus Fears Administrator
fears-marcus@cherokee.org

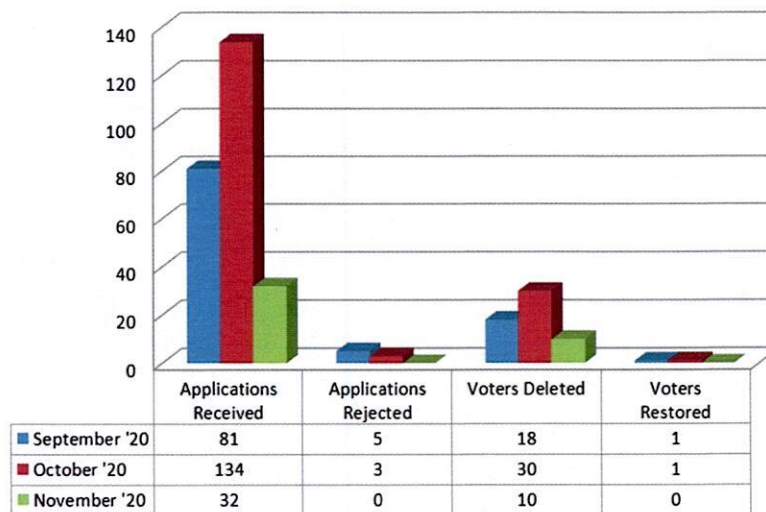
I. OFFICE:

The office remained in Phase 2 during November. During that time we were able to work, both remotely and in person, together to complete the items for the Candidate Packet as well as all Forms used in the election cycle. Once the Presidential Election passed, we noticed a definite increase in emails and phone calls regarding the upcoming Cherokee Nation Election.

II. VOTER PROCESSING: As of 12/1/2020

74,016 Total Registered Voters; **42,201** In-District; **31,815** At-Large

Voter Registration Statistics



A. Statistical Report:

*Detailed Data by District and Precinct is attached

III. VOTER OUTREACH:

Due to COVID-19, all travel and Voter Outreach has been postponed until further notice.

IV. FINANCIAL HIGHLIGHTS:

FY21 is only beginning but on target.

District	Precinct	Voters
Dist No. 1 Hulbert	Hulbert	1,237
	Okay	299
	Tahlequah (1)	1,544
Total for District		3,080
Dist No. 2 Tahlequah	Briggs	235
	Lowrey	244
	Tahlequah (2)	2,427
Total for District		2,906
Dist No. 3 Tenkiller	Keys	952
	Tahlequah (3)	1,803
Total for District		2,755
Dist No. 4 Three Rivers	Ft. Gibson	1,078
	Muskogee	544
	Warner	732
Total for District		2,354
Dist No. 5 Redbird	Gore	332
	Sallisaw (5)	614
	Vian	1,145
Total for District		2,091
Dist No. 6 Sequoyah	Belfonte	120
	Marble City	173
	Muldrow	1,649
	Sallisaw (6)	1,651
Total for District		3,593
Dist No. 7 Flint	Cave Springs	283
	Chewey	85
	Stilwell (7)	2,552
	Westville (7)	706
Total for District		3,626
Dist No. 8 Goingsnake	Bell	272
	Stilwell (8)	1,091
	Westville (8)	485
Total for District		1,848
Dist No. 9 Saline	Jay (9)	677
	Kansas	1,305

District	Precinct	Voters
Dist No. 9 Saline	Kenwood	131
	Salina (9)	545
	Total for District	2,658
Dist No. 10 Delaware	Afton	612
	Grove	720
	Jay (10)	805
	Pryor (10)	548
	Salina (10)	200
	Spavinaw	166
	Total for District	3,051
Dist No. 11 Cooweescoowee - North	S. Coffeyville	468
	Vinita	1,787
	Welch	136
	Total for District	2,391
Dist No. 12 Cooweescoowee - West	Bartlesville	1,660
	Nowata	714
	Skiatook	132
	Total for District	2,506
Dist No. 13 Gadusi	Catoosa	343
	Collinsville	961
	Tulsa	1,833
	Total for District	3,137
Dist No. 14 Cooweescoowee - Central	Chelsea	565
	Claremore (14)	2,534
	Oologah	439
	Total for District	3,538
Dist No. 15 Cooweescoowee - South	Claremore (15)	854
	Locust Grove	880
	Pryor (15)	878
	Salina (15)	55
	Total for District	2,667
At Large	At Large	31,815
Total for District		31,815
Grand Total		74,016

Attachment #2



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

2020 November Directors Report

I have been working from home on documents, Covid election supplies, press releases. I have been in the office for work on documents. I have signed a form every time I have been in the office.

Working on the new fiscal year, and receiving election supplies for the upcoming 2021 election cycle. Also preparing a list of Covid-19 Election Day procedures for you to review and decide which will if any will be implemented.

With us still staggering our work in office I will come in as needed but not back to full time. After the first of the year I will be in the office more. I will still be working from home when not in the office.

List of additional election Covid supplies:

Plastic table top shields 32

Masks	120 boxes for precinct workers and voters that do not have one to enter the voting area
Gloves	precinct official's 15 boxes med and large size
½ gallon spray bottles	65 to fill and spray area between groups of voters
Paper towels	80 rolls (regular counter top paper towels)
Hand sanitizer gel	32 half or gallon pump dispenser bottles one per precinct 500 individual bottles for the precinct officials
Face shields have	300 200 in office but will need enough for 2 elections need 175 for 1 election staff and early absentee
Alcohol wipes	64 boxes to wipe the e-scan between groups of voters and also for the high speed scanner after each 500 ballots

Alcohol to put in spray bottles precinct officials to use for cleaning around voting booths and the table where the precinct officials are seated

Hart equipment can be wiped down with a clear Isopropyl Alcohol / water-based solution using a lint-free wipe. To clean and sanitize it is best to use a 70/30 or stronger mix solution, 70% alcohol, 30% water. This solution is available at most major retailers. No other ingredients or fragrance based solutions should be used. To avoid spotting, make certain that equipment screens are wiped dry. Do not leave puddles. Do not wipe or wet paper ballots. Do not use any other type of ammonia, bleach or detergent-based solutions on Hart equipment, as these may be harmful to the screens or the plastics surrounding the displays.

Disinfectant spray to spray the room area like what we spray in the office now this will come closer to the election time because it has a short shelf life. This is what the precinct officials will disinfect the area before they leave the polling place

Containers to carry the cleaning supplies, masks gloves etc. (we have the clear plastic tubes in the large vault)

6Ft distance signs 10 per precinct (400) for the side walk when lined up for in-person voting and at the precincts (do they peel up easy?)

Mask notification signs to hang on the front doors of the precincts. 32

Table top Plexiglas for the voting locations and to protect the precinct officials.



Phone: 918-458-5899
Toll Free: 1-800-353-2895
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Cherokee Nation Election Commission

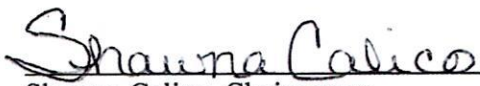
P.O. Box 1188, Tahlequah, OK 74465-1188

Email: election-commission@cherokee.org

Website: <https://election.cherokee.org/>

Cherokee Nation Election Commission 2021 Regular Meeting Schedule

<u>Date</u>	<u>Location</u>	<u>Time</u>
January 12, 2021	Election Commission Office	4:00 P.M.
February 9, 2021	Election Commission Office	4:00 P.M.
March 9, 2021	Election Commission Office	4:00 P.M.
April 13, 2021	Election Commission Office	4:00 P.M.
May 11, 2021	Election Commission Office	4:00 P.M.
June 08, 2021	Election Commission Office	4:00 P.M.
July 13, 2021	Election Commission Office	4:00 P.M.
August 10, 2021	Election Commission Office	4:00 P.M.
September 14, 2021	Election Commission Office	4:00 P.M.
October 12, 2021	Election Commission Office	4:00 P.M.
November 09, 2021	Election Commission Office	4:00 P.M.
December 14, 2021	Election Commission Office	4:00 P.M.


Shawna Calico, Chairperson



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REQUEST FOR ABSENTEE BALLOT

Any absentee ballot request application signed by a person other than the Registered Voter shall be marked as invalid and shall be referred to the Attorney General of the Cherokee Nation for prosecution as applicable. An absentee ballot request application may not direct that the absentee ballot be mailed to any Candidate or address used by any Candidate or the Candidate's campaign, except for an individual absentee ballot requested by a Candidate or members of the Candidate's household as Registered Voter(s), CNCA Title 26 § 72.

I am requesting an Absentee Ballot for the **General Election June 5, 2021**. Requests can be submitted from **January 4, 2021 through April 16, 2021 midnight CST**.

Only one application per election year is necessary for both the General and Run-off.

To Request an Absentee Ballot for the **Run-off Election July 24, 2021**. The application can be received **April 17, 2021 through June 18, 2021 midnight CST**.

BLUE TRIBAL CITIZENSHIP CARD/ REGISTRY NUMBER: _____

NAME (TYPE OR PRINT): _____

HOME ADDRESS: _____

CITY, STATE, ZIP: _____

MAILING ADDRESS (If different from home address): _____

CITY, STATE, ZIP: _____

DATE OF BIRTH: _____ **PHONE NUMBER:** _____

VOTER'S HANDWRITTEN SIGNATURE OR MARK: _____ **DATE:** _____

Witnesses, if mark used 1. _____ **2.** _____

I REQUEST MY BALLOT BE MAILED TO:

ADDRESS: _____

CITY, STATE, ZIP: _____

**FOR RECEIPT CONFIRMATION AND ABSENTEE INFORMATION CONTACT
THE CHEROKEE NATION ELECTION COMMISSION**

Phone: 1-800-353-2895 OR 918-458-5899

Email: election-commission@cherokee.org

Fax: 918-458-6101

Mailing Address: P.O. Box 1188 Tahlequah, OK 74465-1188

FORMS CAN BE RETURNED BY: MAIL, FAX, E-MAIL, OR HAND DELIVERED TO THE ELECTION COMMISSION OFFICE.

OFFICE USE ONLY: DIST: _____ PRECINCT: _____ ACCEPT: _____ REJECT: _____

REJECTION REASON: _____