

# Menominee Indian Tribe of Wisconsin

## 2007 Annual Report



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# Annual General Council Agenda

(We Encourage Tribal Attendance)

**Saturday, January 19, 2008 at the Menominee Casino Complex**

**Alternate Date: Saturday, January 26, 2008**

- 1. Call to Order – Roll Call**
- 2. Menominee Veterans Color Guard and Flag Song**
- 3. Menominee Prayer**
- 4. Appointment of Sergeant-at-Arms**
- 5. Appointment of Tellers**
- 6. Election of Chairman for the Meeting**
- 7. State of the Menominee Nation – Tribal Chairperson**
- 8. Actions Taken per Motions of Annual General Council of January 20, 2007**
- 9. Legislative Committee Reports:**

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**Task Force and Ad Hoc Committee Reports:**

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- 10. Other Business**
- 11. Retire the Color Guard**
- 12. Adjournment**

**\*\*Note: LUNCH WILL BE SERVED AT NOON\*\***

## Important Dates to Remember

Annual Events		Important Dates & Timelines
Annual General Council Meeting		Saturday, January 19, 2008 (Alternate Date: Jan. 26, 2008)
Annual Swearing-In Ceremony		Saturday, February 9, 2008
Native American Day		Tuesday, May 13, 2008
Menominee Indian High School Graduation		Friday, May 23, 2008
Menominee Veterans Pow-wow		Third Weekend in May
Memorial Day Parade		Monday, May 26, 2008
Menominee Nation Contest Pow-wow		First Weekend in August
Primary Tribal Elections	Neopit	Wednesday, in the Second Full Week of November
	Keshena	Thursday, in the Second Full Week of November
Main Tribal Elections	Neopit	Wednesday, in the Second Full Week of January
	Keshena	Thursday, in the Second Full Week of January
Veterans Day		Tuesday, November 11, 2008
Menominee Restoration Day		Monday, December 22, 2008



# **MENOMINEE INDIAN TRIBE OF WISCONSIN**

P.O. Box 910  
Keshena, WI 54135-0910

November 30, 2007

**Posoh Fellow Tribal Members:**

The 2007 year was a very busy one for the Menominee Tribal Legislature and staff. Each department has given you an overview of the projects they have worked on and the services they provide to you – our tribal membership. Those are provided in detail in this annual report.

Our committee chairmen have been busy working on issues that concerned our tribal members and worked on ways to provide better services to you more effectively and efficiently. We are grateful for the dedication of our employees and community members who sit on these committees for their time and commitment in the accomplishments we have made.

In closing, I hope that you will find this report useful and resourceful and look forward to seeing you at the Annual General Council. It has been an honor to serve you this past year.

A handwritten signature in cursive script, reading "Lisa Waukau".

**Lisa S. Waukau, Tribal Chairman  
Menominee Indian Tribe of Wisconsin**

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## Legislative Directory

<b>Lisa Waukau</b> <b>Chairman</b> P.O. Box 542 Keshena, WI 54135	(Term 2010)	(715) 799-5114 – Work (715) 799-3989 – Home
<b>Laurie Boivin</b> <b>Vice-Chairman</b> N2840 State HWY 55 Keshena, WI 54135	(Term 2009)	(715) 799-5490 – Work (715) 799-4106 – Home
<b>Eugene Caldwell</b> <b>Secretary</b> P.O. Box 196 Neopit, WI 54150	(Term 2010)	(715) 756-2311 – Work (715) 756-2340 – Home
<b>Rebecca D. Alegria</b> P.O. Box 355 Keshena, WI 54135	(Term 2010)	(715) 799-5258 – Work (715) 799-3733 – Home
<b>Gary J. Besaw</b> HC 1, Box 219 A Keshena, WI 54135	(Term 2008)	(715) 799-5600 – Work (715) 799-3242 – Home
<b>Joan Delabreau</b> W 2155 County HWY VV Keshena, WI 54135	(Term 2009)	(715) 799-4552 – Work
<b>Kenneth A. Fish</b> P.O. Box 173 Keshena, WI 54135	(Term 2008)	(715) 799-4268 – Work
<b>Karen Washinawatok</b> N3582 HWY 55 Keshena, WI 54135	(Term 2008)	(715) 799-3288 – Home
<b>Regina Washinawatok</b> P.O. Box 67 Keshena, WI 54135	(Term 2009)	(715) 799-3873 – Home



## Committees of the Legislature



### **BUDGET & FINANCE:**

- ☛ Karen Washinawatok, Chairman
- ☛ Eugene Caldwell, Legislator
- ☛ Joan Delabreau, Legislator
- ☛ Kathy Kaquatosh, Finance
- ☛ Dan Maine, Insurance
- ☛ Jamie Perez, Community Member
- ☛ Harold Wilkes, Casino, Bingo & Hotel
- ☛ Jeremy Weso, Administration

### **GOVERNMENTAL AFFAIRS:**

- ☛ Laurie Boivin, Chairman
- ☛ Regina Washinawatok, Legislator
- ☛ Ben Kaquatosh, Human Resources
- ☛ Kathy Kaquatosh, Finance
- ☛ JD Shatswell, Information Technology
- ☛ Mary Wayka, Community Member
- ☛ Jeremy Weso, Administration

### **HEALTH & FAMILY SERVICES:**

- ☛ Rebecca Alegria, Chairman
- ☛ Kenneth Fish, Legislator
- ☛ Darwin Dick, Youth Development & Outreach
- ☛ Mary Husby, Social Services
- ☛ Eva Robinson, Community Member
- ☛ Duane Waukau, Recreation
- ☛ Jerry Waukau, Clinic
- ☛ Shannon Wilber, Maehnowesekiyah Wellness Center

### **FORESTRY:**

- ☛ Kenneth Fish, Chairman
- ☛ Rebecca Alegria, Legislator
- ☛ Christopher Caldwell, Trust Resources
- ☛ Walter Cox, Conservation
- ☛ David Oshkosh, Community Member
- ☛ Alfred Pyatskowitz, Community Member
- ☛ Tony Waupochick, Community Member

### **CULTURE:**

- ☛ Gary Besaw, Legislator
- ☛ Monty Beauprey
- ☛ Randall Chevalier
- ☛ Mary Wayka
- ☛ Aurelia S. White

### **HOUSING:**

- ☛ Joan Delabreau, Chairman
- ☛ Rebecca Alegria, Legislator
- ☛ Dave Corn, Utilities
- ☛ Mary Escalante, Housing Security
- ☛ Mary Husby, Social Services
- ☛ Kim Komanekin, Land Use
- ☛ Davey Jean Peters, Community Member

### **LABOR, EDUCATION & TRAINING:**

- ☛ Regina Washinawatok, Chairman
- ☛ Gary Besaw, Legislator
- ☛ Carol Dodge, East/West University
- ☛ Dr. Verna Fowler, College of Menominee Nation
- ☛ Virginia Nuske, Education
- ☛ Mike Skenadore, Head Start
- ☛ Robert Tucker, Tribal School
- ☛ Wendell Waukau, Menominee Indian School District
- ☛ Tony Waupochick, Community Member
- ☛ Rose Wayka, Language & Culture Commission

### **ENFORCEMENT & RESOURCE PROTECTION:**

- ☛ Gary Besaw, Chairman
- ☛ Karen Washinawatok, Legislator
- ☛ Walter Cox, Conservation
- ☛ William Kussel, Legal Services
- ☛ Lynette Miller, Gaming Commission
- ☛ Barbara Nelson, Human Services
- ☛ Robert Summers, County Sheriff
- ☛ Cara Thunder, Community Member
- ☛ Mark Waukau, Tribal Police Chief

### **COMMUNITY DEVELOPMENT:**

- ☛ Eugene Caldwell, Chairman
- ☛ Kenneth Fish, Legislator
- ☛ Dave Corn, Utilities
- ☛ Pat Corn, Finance
- ☛ Yvette Ducane, Enrollment
- ☛ David Grignon, Historic Preservation
- ☛ Rick Warrington, Community Development
- ☛ Betty Jo Wozniak, Housing



## **Ad Hoc, Task Force, and Community Committees**



### **CONSTITUTION AD HOC:**

- 👤 Kenneth Fish, Chairman
- 👤 Rebecca Alegria, Legislator
- 👤 Karen Washinawatok, Legislator

### **GAMING NEGOTIATIONS AD HOC:**

- 👤 Gary Besaw, Chairman
- 👤 Laurie Boivin, Legislator
- 👤 Joan Delabreau, Legislator

### **LAND ACQUISITION AD HOC:**

- 👤 Kenneth Fish, Chairman
- 👤 Joan Delabreau, Legislator
- 👤 Todd Every, Community Development
- 👤 Kim Komanekin, Land Use
- 👤 William Kussel, Legal Services
- 👤 Dennis Maddox, Chairman's Office
- 👤 Karen Washinawatok, Legislator
- 👤 Linda Welch, Chairman's Office

### **93-30 AD HOC (GAMING CODE):**

- 👤 Laurie Boivin, Chairman
- 👤 Lynette Miller, Gaming Commission
- 👤 James Reiter, Casino, Bingo & Hotel
- 👤 Regina Washinawatok, Legislator
- 👤 Susan Waukau, Gaming Board
- 👤 Dave Waupoose, Gaming Board

### **LOBBYING TASK FORCE:**

- 👤 Kenneth Fish, Chairman
- 👤 Rebecca Alegria, Legislator
- 👤 Karen Washinawatok, Legislator
- 👤 Linda Welch, Chairman's Office
- 👤 Jeremy Weso, Administration

### **MTL/COUNTY TASK FORCE:**

- 👤 Joan Delabreau, Chairman
- 👤 Gary Besaw, Legislator
- 👤 Eugene Caldwell, Legislator
- 👤 Elizabeth Moses, Menominee County
- 👤 Patricia Roberts, Menominee County
- 👤 Tony Waupochick, Menominee County

### **MTL/MISD TASK FORCE:**

- 👤 Lisa Waukau, Chairman
- 👤 Karen Washinawatok, Legislator
- 👤 Regina Washinawatok, Legislator
- 👤 Shannon Chapman, MISD
- 👤 Nanette Corn, MISD
- 👤 David (Jonsey) Miller, MISD
- 👤 Wendell Waukau, MISD

### **MTL/STOCKBRIDGE-MUNSEE TASK FORCE:**

- 👤 Kenneth Fish, Chairman
- 👤 Laurie Boivin, Legislator
- 👤 Eugene Caldwell, Legislator

### **KENOSHA GAMING AUTHORITY:**

- 👤 Gary Besaw, Chairman
- 👤 Becky Alegria, Legislator
- 👤 Eugene Caldwell, Legislator

### **CHICAGO COMMUNITY:**

- 👤 Lisa Waukau, Chairman
- 👤 Eugene Caldwell, Legislator
- 👤 Regina Washinawatok, Legislator

### **KESHENA COMMUNITY:**

- 👤 Regina Washinawatok, Chairman
- 👤 Joan Delabreau, Legislator
- 👤 Kenneth Fish, Legislator

### **MIDDLE VILLAGE COMMUNITY:**

- 👤 Rebecca Alegria, Chairman
- 👤 Joan Delabreau, Legislator
- 👤 Kenneth Fish, Legislator

### **NEOPIT COMMUNITY:**

- 👤 Eugene Caldwell, Chairman
- 👤 Gary Besaw, Legislator
- 👤 Laurie Boivin, Legislator

### **SOUTH BRANCH COMMUNITY:**

- 👤 Karen Washinawatok, Chairman
- 👤 Laurie Boivin, Legislator
- 👤 Lisa Waukau, Legislator

### **ZOAR COMMUNITY:**

- 👤 Gary Besaw, Chairman
- 👤 Rebecca Alegria, Legislator
- 👤 Karen Washinawatok, Legislator

The Menominee Aging Division provides services and programs to tribal members as well as Menominee County residents. Menominee County does not have an Aging Division like most counties, nor does it provide the services or programs that are provided by the Aging Division.

The Menominee Aging Division employs and houses the County/Tribal Benefits Specialist. This is a federal and state mandated advocacy program designed to provide older adults with assistance on various legal issues. Assistance can range from information about eligibility criteria and help in applying for an entitlement, to assistance in receiving benefits, covered services or appealing denials and terminations. The Benefits Specialist also works with the residents and families of the CBRF on Medicare Part D issues, to secure Wolf River CBRF as the resident's representative payee for their Social Security benefits, and on other benefit issues that arise for the residents. This program is supported with funds from the state of Wisconsin and the federal Older American Act. This free service is available to anyone 55 years or older. In FY07, the Benefits Specialist assisted an average of 13 natives and 1 non-native per month. There will be no change in the services provided in FY08. In moving toward the Aging & Disability Resource Center (ADRC) model, our Benefits Specialist will focus on disability related educational opportunities. The Benefits Specialist can be contacted through the Aging Division.

As part of an amendment to the Older Americans Act, the Native American Caregiver Support Program was established to assist caregivers of Native American elders who are chronically ill or have disabilities. The Aging Division receives Title VI grant money to provide these supportive services which include: information and assistance, transportation, chore services, and other supportive services which contribute to the welfare of older Native Americans. The Aging Division employs a full-time Caregiver Coordinator, two full-time caregivers and one part-time caregiver. In FY07 the Caregiver Support Program provided 2826 units of Access Services and 1413 units of in In-Home Services. The services to be provided in FY08 will remain the same. The Caregiver Coordinator can be contacted through the Aging Division.

Another Older Americans Act program that is offered through the Aging Division and supported with Title VI grant money is Nutrition Services. The goal of this program is to provide homebound elders a nutritious lunch Monday through Friday and to provide community elders a nutritious lunch Monday through Friday in a social setting. Elders 55 and over are eligible for congregate meals. Home-delivered meals are delivered to homebound persons with disabilities or 55 years of age or older. There are three congregate meal sites- Keshena Senior Center, Neopit Senior Center and South Branch Community Center. The Neopit and Keshena Senior Centers also do the cooking and packaging of the home-delivered meals. In FY2007, 18,057 congregate meals and 13,944 home delivered meals were served. The centers also provide activity programs such as bingo, puzzles and card games. Throughout the year guest speakers visit each of the centers to provide an informational presentation. Youth Outreach, chair exercises (clinic staff), Medicare and Medicare Part D (Benefits Specialist), nutrition (clinic staff), and Bureau of the Blind were just some of the presenters/topics offered in FY2007. In the past year we started using a new meal packaging system. The containers are designed so that they can go in the freezer, the oven and the microwave. This makes storing and reheating easier. The eligibility requirements will not change for FY2008 nor will the services provided. Information on the nutrition services can be obtained through the Aging Division.

The Aging Division's Maintenance Department, consisting of two full-time employees, provides a number of services to community elders including snowplowing/sanding (over 80 elders in FY07), air conditioner installation and removal (36 in FY07), wood delivery (52 elders in FY07), and the delivery of durable medical equipment from the Aging Division's Loan Closet. All of these services are available to elders 55 and over and disabled tribal members through an application process. They also provided minor maintenance/repair for, on average, three elders per month. These same services will be provided in FY08. The policy and application for snowplowing is undergoing revision as we have gotten away from the goal and eligibility requirements of this service. Applications are available for all of these services at the Aging Division office.

The Aging Division had the pleasure of having a VISTA worker this past year. She was the publisher and editor of the "Moccasin Prints" newsletter that goes out to community elders monthly. She also held a monthly reading group for community members. Beginning in the spring, she organized several outings for community members including a trip to the NEW Zoo, a strawberry farm, a parade, a play, the flea market and a powwow.

The Menominee Tribal Elderly Assistance Program addresses the needs of the low income elderly. The service needs addressed by the program are: Health Related Services, Health and Weather Related Emergency Services,

Food Supplements and Specialized Food Products, Rent and Security Deposits, Utility and Heating Problems, and clothing. In FY07, there were four sources of funding for this program: Community Services Block Grant (CSBG), FEMA grant, Found Money, Direct Assistance, and Goodwill Vouchers. The FEMA grant money has substantially decreased since Hurricane Katrina hit in 2005. In FY07, four elders were assisted with a total of \$562.93. Thirty-six elders received Goodwill Vouchers in the amount of \$25. Thirty-two elders were provided almost \$17,000 in assistance through Found Money. Another 78 elders were provided over \$21,000 in assistance through CSBG money. There are poverty guidelines for both CSBG and Direct Assistance, so not all low income elders qualified for that assistance. They may have, however, qualified for Found Money assistance because the strict poverty guidelines did not apply. The result being that the Aging Division was able to help more needy elders. The Found Money helped with big purchases such as furnace replacements as well as furnace system maintenance and repair, electricity, plumbing, durable medical equipment and fuel. If the Aging Division does not receive "found money" in FY08, the assistance that the low income elders receive will be substantially decreased and in fact there will be elders that won't receive any assistance due to the eligibility requirements. Applications for assistance can be obtained from the Aging Division Office.

### **Wolf River Community Based Residential Facility (CBRF)**

Wolf River CBRF is licensed through the state of Wisconsin. The regulations of the Wisconsin Administrative Code-HFS 83 guide our practices, policies, and procedures. The CBRF is licensed as a 15 bed, class CNA facility. A class C Non-ambulatory CBRF may serve residents who are ambulatory, semi-ambulatory or non-ambulatory. Admission is partially based on an assessment performed by the nurse to identify the needs of the potential resident. The facility is surveyed by the State no less than every two years. There will be a survey conducted sometime in 2008- it is an unannounced visit.

The State requires CBRF's to obtain and maintain a CLIA waiver, allowing for the CBRF staff to perform blood sugar checks. This waiver had not been applied for in the past. The CBRF did obtain its CLIA waiver in October of 2006.

In FY07, a spreadsheet for tracking resident billing was completed. At a glance, one can see the cost of services, the resident contribution, the waiver funding, and the tribal contribution for each resident each month.

The CBRF experienced staffing shifts that prompted internal staff to maintain the facility and all its programs at the current level of service. Financial challenges also resulted from this experience; however, the CBRF continues to provide 24 hour coverage to its residents.

HFS 83 requires that the CBRF have a pharmacy review done when a resident is admitted and yearly thereafter. This had never been done in the past. The Nursing Supervisor requested that the Tribal Pharmacy provide these services. The request was approved and the first pharmacy review was completed in December 2007.

Wolf River CBRF has contracted with Shawano and Menominee Counties to provide waiver services to our residents. In order to be on the waiver program, the resident needs to be on Medical Assistance. The counties assist in the application process. A county representative also must complete a functional screen. Additionally, to qualify for waiver services the resident must need assistance with 'activities of daily living' and 'instrumental activities of daily living.' If a resident qualifies for Medical Assistance and qualifies functionally, he/she can be on the waiver program. In FY2007 the federal government, via Menominee and Shawano Counties paid Wolf River CBRF over \$118,820. For more details regarding the waiver qualification requirements please contact the Aging Division at 799 – 5240.

Census in FY2007 fluctuated. We started with 8 in October and ended with 8 in September. We didn't go below 8 and in March we were at capacity (13). Discharge planning was done by the Nursing Supervisor to arrange alternate placement for two of the residents who were able to live independently. Because the budget is not based on a "per patient per day" basis, the increase in census resulted in a budget shortfall.

In accordance with HFS 83, there is much staff training required. The CBRF was fortunate to have Barb LaMarche, RN, working with us through a grant, to write the training manuals and complete training with our staff. The CNAs completed the following required training in FY2007: Resident Rights, Recognizing and Responding to Challenging Behaviors, Client Group Specific Training, and Needs Assessment and Individual Service Plans. In addition, they completed the required Fire Safety training.

HFS 83 also requires facilities to have certain policies and procedures in place. In FY07 several policies were written in accordance with HFS 83. Additionally a policy manual was completed for Caregiver Misconduct and was approved by the Health and Family Committee.

The CBRF attended a number of outings and went for several bus rides. Among the outings were: parades, powwows, the Shawano County fair, the 4 Nation's Picnic, the Elder's Picnic, the Elder's Christmas party, and shopping trips to Shawano.

The CBRF has been in great need of a facelift. In FY07 all of the resident rooms were painted and carpeted. New mattresses have been ordered as well as a new television. New furniture and linens is the next step in our refurbishing which will be done in FY08.

The goal of the Nursing Supervisor for FY08 is to increase the average census by two functionally financially qualified residents. An open house will be planned when the refurbishing project is complete. Marketing can be done both within the reservation boundaries as well as outside of the boundaries. There are several Menominee's who reside at one of the nursing homes in Shawano. Some of those residents require skilled care, but some may be appropriate for the less restrictive environment of the CBRF.

## **C** Child Support Rosemund Hoffman, Manager

### **Menominee Tribal Child Support**

The Menominee Tribal Child Support Agency is authorized by Federal, State and Tribal laws. At the federal level, the authority to operate a child support program is provided under Title IV-D of the Social Security Act which assigns responsibility for operating and overseeing the Child Support Program and gives primary responsibility for operating the program to Tribes and States. Federal standards for operating the program are contained in the Final Rule, Section 309. Menominee Tribal Ordinance 85-22 created the Child Support Agency and provides the agency with its jurisdictional and enforcement powers. The Agency currently contracts with the State of Wisconsin for access and use of the computerized data system and for the allocation and distribution of child support payment obligations.

There are currently six Specialists employed in the Child Support Agency. These include a Paternity Specialist, a Kinship Care/Substitute Care Specialist, three Support Specialists, and one Inter-jurisdictional/Trainer Specialist. These workers are primarily responsible for paternity and support establishment and enforcement. In addition to the direct service workers, the agency also employs a Child Support Manager, Financial Clerk, Support Clerk and Receptionist. A Child Support Attorney is also employed to provide legal consultation and to represent child support cases in the Tribal Court.

The primary focus of the Tribal Child Support Agency is to encourage parental responsibility and provide social, economic and medical benefits to families. The establishment of paternity helps to make sure that both parents of the child contribute financially to the child's upbringing and support enforcement helps ensure that children who live with just one parent or with a caretaker other than a parent, receive the financial support they deserve. The services which are provided by Tribal Child Support include Intake, Locate, Paternity Establishment, Support Establishment and Enforcement, Income Withholding, Review and Adjustment, Inter-jurisdictional Enforcement, Financial Management and Case Closure.

Referral/Intake - There were a total of 503 unduplicated referrals made to the Tribal Child Support Agency during FY2007. Of these, 454 of the referrals were made as a result of assistance being provided by a Tribal or Economic Support Agency. These included: Food Stamps (201), Medicaid (118), Substitute/Kinship Care (45), W-2 (31), Non IV-D/AFDC (2) and TANF (57). There were 49 direct applications submitted which did not involve assistance.

Paternity Establishment - There was a total of 72 paternity cases pending at the start of FY2007. One hundred, thirty-six new referrals were received during the fiscal year for a total of 208 cases. Data compiled reflects that a significantly high number of children are born out of wedlock. Of the 208 active cases, 54 were closed during the program year because the potential father was excluded, the custodial parent refused to cooperate, custodial parents requested to close the case, or the child died at birth. The age of Moms served during the fiscal year ranged from age 14 years to 41 years. There were 88 cases with Moms under 21 years of age. The next largest age group was the 21 - 30 year olds (80 cases) and the group in the age 31 - 41 year age group totaled 40 cases.

Paternity was established for 87 of the cases. This is a paternity establishment rate of 77%. The remaining cases are pending at the close of FY 2007 because the child was not born as of 9/30 or the case is in various stages of

paternity establishment. The status of the pending cases include: Unborn child (28), Pending Adoption (2), Pending DNA test results (15), Process Serve (6), Bench Warrants (4), and Locate Status (12).

Child Support Establishment and Enforcement - At the close of FY2007, the Tribal Child Support Agency had 1,672 active child support cases open in the agency. Of these cases, court orders have been obtained for 1,286 cases (76%) and are being enforced by the Child Support Agency. Of the remaining cases, 386 are in various stages of the establishment process, have bench warrants issued for arrest or are in the process of serving. The remaining 29 cases are in the review, locate or notice stages.

The Menominee Tribal Child Support Agency has limited amount of court time allowed (8 hours per month). This provides for only 48 cases in any given month which we can schedule and bring into court for establishment. Because of this and notice requirements along with other factors, a new case can take up to 2 months following referral before it can be brought into Tribal Court and support established. Additional court time is an identified need for child support. Although we have had an increase in the number bench of warrants being enforced, we continue to have continuing delays in bringing non-custodial parents before the court when the parent is not complying with a support or medical order.

The Child Support workers have made significant progress in enforcing court orders. Collections made on behalf of the children and families (for the first time since the inception of the child support agency) have exceeded one million dollars collected for support and arrearages. This year, the total collections are \$ 1,161,150.00. In addition to these collections, the agency has also collected \$17,574.00 in fees and costs which is used to offset the Tribal share of program operations. A new enforcement tool that the workers use consistently is the tracking and interception of Tribal Per Capita payments being paid to non-custodial parents. Workers coordinate efforts with the Oneida, Stockbridge-Munsee, Ho-Chunk, Potawatomi, and other Tribes in these interceptions. We also intercept Menominee Tribal payments when they become available and are actively participating in the Debt collection program initiated by the Tribe. All of these efforts are what resulted in the increase in collections being distributed to children and their families.

The Child Support Specialists completed a significant amount of work during FY2007 in case clean up. As a result, the current caseload is more realistic and accurate in addition to being more manageable. We are still involved in this project, but the bulk of the work has been completed.

Automated Data System – Work has progressed on the upgrading of a Tribal Automated Data System. Child Support is working in cooperation with the IT Department on this project and meetings are held on a weekly basis. It is expected that most of the major work will be completed in the spring of 2008. Child Support will be providing a summary of the project along with recommendations to Management and the Health & Family Services Committee. Upon completion, the Tribal Legislature will need to make a final determination as to whether we will continue to use Wisconsin's KIDS system or maintain statistical, case management and financials on our own Tribal System.

Policies and Procedures – Work was started on revising and updating the Child Support Policies and Procedure to ensure compliance with the Federal Final Rule under which the Child Support Agency operates. It is expected that the Policy and Procedure manual will be ready for review by the Health & Family Services committee by December of 2007. Once approved, the Policies and Procedures will be included in an updated submission of the Program Plan which is required by the Federal Funding source.

As we look toward FY2008, we would like to begin developing and planning for prevention/intervention programming to motivate and encourage participation of non-custodial parents in the lives and financial support of their children. There are a number of initiatives available that we have been considering as we move toward the initial planning stages of this effort.

In closure, the staff of the Child Support Agency congratulates those parents who have taken an active part in the support of their children and who have contributed to the social, economic and medical well being of our Tribe's most important asset - our children.

# **College of Menominee Nation**

S. Verna Fowler, Ph.D., President

## **Message from the President**

DEAR FRIENDS AND COLLEAGUES,

This Annual Report details our growth this year as we focused on our Mission Statement and the goals of our Strategic Plan. It is with pleasure and joy that we share with you the remarkable progress of the College of Menominee Nation through this publication. For the past 14 years we have been steadily moving forward.

Our CMN employees, students, and alumni are deeply committed to this college that has provided hope and a better life for so many who previously could never dream of attending college. Because of that dedication, we eagerly anticipate our 15th Anniversary.

We've done well but we want to do better. Please reflect on this as you peruse this publication (report). Let us know how you can share with us your time, talent, and treasure as we work to build a quality community, a great nation, and in our tribal tradition, continue to enrich the lives of so many.

Respectfully,  
S. Verna Fowler, PhD  
President

## **Message from the Chairperson**

DEAR FRIENDS AND COLLEAGUES,

I sincerely hope you enjoy reading this 2006-2007 College of Menominee Nation Annual Report. We are exceptionally pleased with the progress we have made in serving our students and community this year. Again, as in the past, we are focusing on the five main goals of our strategic plan. The internal planning committee has identified the measurable goals that were attained and outlined in this report.

As you read this Annual Report, rejoice with us in our successes and identify activities that you believe will advance College of Menominee Nation to even greater success. We ask that you share your ideas with us for it is only by continuing to work together that we will continue to succeed.

I thank the Board for providing me the opportunity to serve the Menominee Tribe as Chairperson of the College of Menominee Nation Board of Directors. I also want to take the opportunity to thank Betty Jo Wozniak for her service on the Board and welcome Elaine Peters as her replacement.

Sincerely,  
Bernard Kaquatosh  
Chairperson

## **BOARD OF DIRECTORS:**

- **Ben Kaquatosh-Chairman**
- **Betty Jo Wozniak-Vice Chairman**
- **Virginia Nuske-Secretary**
- **Michael Chapman**
- **Georgianna Ignace**
- **Lori Latender**
- **Lorene Pocan**

**COLLEGE OF MENOMINEE NATION (CMN):** College of Menominee Nation, after just fourteen years in operation, has made significant contributions to student success, academic excellence, and enhancing Menominee life. We are very pleased that we are creating a lively academic environment and engaging students in a variety of ways, in tribal, community, cultural, and academic settings.

CMN is a Tribal College, chartered by the Menominee Indian Tribe of Wisconsin, in which the teachings of the Menominee people are the essence of our educational philosophy, values, and practices. The Menominee Nation has long been recognized for its cultural, social, and ethical practices in sustaining its natural resources for our future generations, while fostering mutual respect, tolerance, and values throughout its community. College of Menominee Nation continues this tradition, to proclaim our presence, the Menominee Way, ensuring our future through education.

**MISSION:** The College Of Menominee Nation's mission is to provide opportunities in Higher Education for its students. As an institution of higher education, chartered by the Menominee people, the college infuses this education with American Indian culture, preparing students for careers and advanced studies in a multi-cultural world. As a land grant institution, the College is committed to research, promoting, perpetuating and nurturing American Indian Culture, and providing outreach workshops and community service.

**VISION:** Our vision is to serve as a center for lifelong learning, providing exemplary academic preparation and research.

**INNOVATIVE OFFICES AND PROGRAMS:**

- Academic Success Center
- Archaeological Research Center
- Assessment Program
- Cultural Institute
- Education Outreach Training Office
- Institutional Research Office
- Learn and Earn Program
- Planning & Management Office
- STEM Scholars Program
- Sponsored Programs Office
- Student Support Services Program
- Sustainable Development Institute

**IN PURSUIT OF FIRST BACCALAUREATE DEGREE PROGRAM:** College of Menominee Nation launched plans to move the College to the baccalaureate degree level. Initial steps have been taken to offer a baccalaureate degree program in education, building on our associate degree in early childhood education. CMN's Early Childhood/Elementary Education program will educate early childhood and elementary school teachers to effectively teach all children, but especially American Indian children, with culturally relevant sensitivity.

**SHARING OUR INDIGENOUS KNOWLEDGE:** College of Menominee Nation recognizes its important role in the global community, emphasizing the College's indigenous connection. In June 2007, the College's Sustainable Development Institute hosted its 2nd Sharing Indigenous Wisdom International Conference that brought together indigenous people and communities in dialogue on sustainability. Sharing our Indigenous Knowledge connects our staff, faculty, students, and tribal community with other indigenous people in a partnership to promote learning from one another and create globally aware leaders whose competencies are grounded in a responsibility to all living things.

**COMMENCEMENT MARKS 13TH GRADUATION:** On June 2, 2007, College of Menominee Nation honored the graduates in our 13th commencement ceremony - a clear indication of our continued remarkable growth as a college. Of the graduating class of 50, 56 degrees were awarded. Students and their families were honored by guest speaker Carl Artman, Assistant Secretary of Indian Affairs, who eloquently delivered the keynote address for the commencement ceremony.

**ACADEMICS:** College of Menominee Nation continues to develop transformative learning opportunities and forge new educational partnerships. We have made our presence and commitment known by serving our community's educational needs.

**NURSING PROGRAM TAKES NEW DIRECTION:** CMN will launch a new bridge nursing program to address critical education demands of the local health care industry. CMN will focus on expanding their nursing program, developing medical assistant and medical coding specialist programs, and introducing high school youth to health care occupations.

**CMN AND NWTC SIGN AGREEMENT IN AODA TRAINING:** College of Menominee Nation and Northeast Wisconsin Technical College signed a Memorandum of Agreement to cooperate in AODA training to students from the greater Northeast Wisconsin area. The Memorandum formalizes a working understanding between the two institutions to facilitate the education of students for an Associate Degree of Applied Science in Human Services/AODA Counselor Program.

**FACULTY OF THE YEAR:** Sharon Fredericks was named this year's AIHEC tribal college faculty of the year for College of Menominee Nation. Sharon has served as the Early Childhood/Elementary Education Division Director and a full-time instructor since 2001.

**100 HIGH SCHOOL STUDENTS COMPLETE COLLEGE LEVEL COURSES:** Under the Learn and Earn Program, 100 high school students within the College's service area completed college level courses. The program aims to reduce the high school dropout rate, better prepare students for college, and attract more students to higher education.

## **NEW IN ACADEMICS:**

- Entrepreneurship Certificate
- Gateway Courses for bachelor education degree
- Improved General Education Objectives
- Fast Track or Accelerated course scheduling
- 16 Program outcomes established
- NTC Goals Lab

**COMMUNITY:** College of Menominee Nation continues to provide diverse opportunities for our community, advancing members' experiences through educational, cultural, and lifelong learning programs and events.

**MENOMINEE EDUCATION SUMMIT:** In August 2007, College of Menominee Nation hosted the first Menominee Education Summit. The two day Summit brought together more than 100 preschool through college level educators from the community to discuss educational issues. The Summit shared innovative and effective solutions, experiences, and practices. Among the presenters was Iris Heavy Runner-Pretty Paint, enrolled member of the Blackfeet Tribe and well known expert in American Indian Education and Advocacy.

**SUMMER TRANSPORTATION INSTITUTE CONTINUES SUCCESS:** CMN's Education Outreach Training Office hosted its 8th Summer Transportation Institute for 20 middle school students. The Summer Transportation Institute is an exciting program focused on encouraging middle school students to explore career paths related to land, air, and water transportation systems. The students actively participate in a series of academic and social experiences.

**HIGH SCHOOL CAREER DAY A REMARKABLE SUCCESS:** Student Services and its STAY Program hosted its 3rd Annual Career Day for the local Menominee Indian High School. Myrna Warrington, Student Support Service Program Director, started High School Career Day to encourage students to understand the importance of higher education. Over 300 American Indian students participated in the event.

**TRIBAL ELECTION CANDIDATE FORUM:** CMN's Sustainable Development Institute hosted the Menominee Tribal Legislature and Menominee Tribal Enterprises Board of Directors candidates' forum. These forums provide candidates the opportunity to relay their campaign platforms to community members. The Forums were simulcast on the World Wide Web with live video conference sites in Milwaukee and Neopit.

**OUR STUDENTS MAKE THEIR PRESENCE KNOWN:** Our students have made it known - achieving success in college is their top priority. CMN students received many accolades in 2006-2007 from national recognition, academic honors, awards, and was the most active and engaged student government organization the College has experienced.

**SEEDS CHAPTER EXPANDS EFFORTS:** SEEDS (Strategies for Environmental Education, Development and Sustainability) Student Group expanded efforts to address the environmental and social issues that are important to them and the local community. The student group successfully runs a fair-trade coffee stand. Seven SEEDS members traveled to Chiapas, Mexico to visit the communities and farmer cooperatives where the coffee that they sell is grown.

**FIRST STUDENT INTERNATIONAL RESEARCH EXPERIENCE:** In summer 2006, Monica Pamaska participated in a Native American and Pacific Islander Research Experience in Costa Rica. She studied anthropod biodiversity and nectar production of *Inga edulis*.

**STUDENTS PARTICIPATE IN NASA SUMMER INTERNSHIP:** CMN students and graduates, Rodney Steve and Ben Daniels, participated in the 2006 NASA Summer Internship Outreach Program, respectively at Langley Research Center and Goddard Space Flight Center.

**STUDENT ROCKET DESIGN TEAM RECEIVES AWARD:** The CMN Five Clans Rocket Team participated in a student rocket design competition. The Five Clans Team received the Special Rocket Construction Award for their Golden Eagle wood inspired rocket that soared to an altitude of over 5000 feet.

**STEM SCHOLARS:** In fall 2006, CMN piloted its STEM Scholars Program. The program is designed for students who have an interest in pursuing careers in Science, Technology, Engineering or Mathematics. The program better prepares them to complete college-level coursework in the related degree programs. Program participants completed a year-long, rigorous compliment of linked courses and guided study groups.

**STUDENT OF THE YEAR:** George Otradovec was CMN 2007 American Indian College Fund Outstanding Student of the Year. George received this honor for his education and career goals, academic achievement, and service to the College and community. George is a double major in Business Administration and Sustainable Development.

**STUDENT RECEIVES AWARD FOR GLOBAL WARMING RESEARCH:** Ben Daniels won the NASA/Goddard Space Flight Center Rahsaan Jackson Presentation Award for his research presentation on “Global Warming and the Future of the Menominee Forest.”

**SUSTAINABILITY:** College of Menominee Nation is a leader among Colleges and Universities in its commitment to sustainability guided by the Menominee world renowned sustainability reputation and values. The college has focused on sustainability both as a subject of study and as a goal for the college’s own practices.

**TRIBAL GREEN DESIGN SUMMIT:** CMN Sustainable Development Institute hosted the Tribal Green Design Summit in March, 2007 to introduce a variety of projects and programs in which Native companies, organizations, and tribes were involved with utilizing green or sustainable design. Nearly 100 participants met to discuss and investigate green possibilities for their particular needs and environments.

**CMN JOINS LEADERSHIP CIRCLE OF NATIONAL CLIMATE CONTROL INITIATIVE:** CMN President Dr. Verna Fowler signed, as a founding member of the leadership circle, the American College and University Presidents’ Climate Commitment. The commitment is a challenge to colleges and universities to develop a comprehensive plan to eliminate their global warming emissions and expand educational resources for students in the fields of sustainability and the environment.

**CMN PARTICIPATES IN NATIONAL COLLEGE RECYCLEMANIA:** CMN participated in Recyclemania, a national college contest to reduce the amount of waste produced on campus and to increase student awareness of campus recycling and waste minimization. CMN placed 3rd in Wisconsin and 107th nationwide.

**SOUTH AFRICAN EDUCATORS:** Educators from South Africa visited CMN in July 2006 to examine, in their own words, “what is common in our histories on how our cultures can survive in a Western world and discuss the tensions of living in two worlds -- the Western way of knowing the world and the traditional ways.” The South Africans were also interested in the challenges of preserving indigenous culture.

**COLLEGE CAMPUS:** College of Menominee Nation continues to make a presence in the lives of students and to help the communities we serve grow and flourish. The college expanded programs and services, enhanced degree program options, increased job training programs, improved technology and added campus facilities. The College collaborated with many local, tribal, state, national, and international partners to make a positive impact on the future of the College and communities served.

**ADMINISTRATIVE ASSISTANT CONFERENCE:** CMN sponsored the first annual Professional Administrative Assistant Conference. The purpose was to assist in providing a more professional contribution to the individual office and the organizations where they are employed. The conference utilized strategies to strengthen and enhance the Administrative Assistant in becoming a life long learner in his or her profession.

**NEW LIBRARY PLANS GUIDED BY SUSTAINABLE BUILDING PRACTICES:** The new Library building will be the College’s first building guided by sustainable building practices. Consistent with its sustainable leadership, CMN is practicing what it teaches, creating a state of the art library that is visionary in terms of sustainability, environmental friendly, reducing operating costs and promoting a comfortable and healthy institution.

**ARCHAEOLOGICAL RESEARCH CENTER ESTABLISHED:** CMN has established a cultural research center on the Keshena campus under the direction of Dr. David Overstreet, noted archeologist. CMN’s cultural research agenda is two-fold, first to develop and train Native American researchers, and second, develop research strategies that lead to the culturally responsible management of Native American cultural resources and patrimony. Additionally, CMN serves as a provider of complete cultural resource management services for the Native communities served by the institution.

## “STUDENT PROFILE”

### FALL 2006 ENROLLMENT:

\* Unduplicated 2006-2007

Student Enrollment.....	513
Full Time .....	228
Part Time.....	285
Average Age .....	25
Female Students.....	379
Male Students.....	134

### TOP 3 AREAS OF STUDY:

1. Business Administration
2. Early Childhood/Elementary Education
3. Pre-Nursing

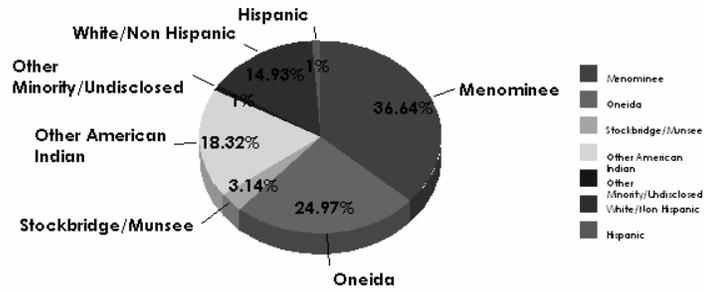
### FINANCIAL AID:

Federal - Title IV Total	\$ 873,587
Other Grants/Funding Total	\$ 211,423
Scholarships Total	\$ 192,820
State of Wisconsin Total	\$ 544,643
<u>Tribal/BIA Funding Total</u>	<u>\$ 1,216,419</u>
Grand Total	\$ 3,038,892

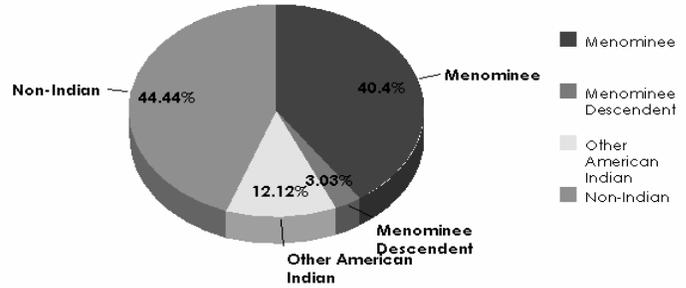
### EDUCATIONAL BACKGROUND OF EMPLOYEES:

PhD .....	11
JD .....	2
Masters .....	36
Bachelors .....	28
Associates .....	10
Non-Degree .....	29

Student Ethnicity



Employee Ethnicity



### EMPLOYEE PROFILE:

Full Time Employees	73
Part Time Employees	7
Full Time Faculty	15
<u>Part Time Faculty</u>	<u>2</u>
Total CMN Employees	97

*Student Employees..... 13*  
*Federal Work Study Students..... 19*

**STRATEGIC PLAN 2005-2010:** This year’s activities included some unique changes to the strategic planning process used by the College of Menominee Nation. In an effort to strengthen the connection between the planning process and the annual budgeting process, the CMN Board planning and budget committees were merged. This has provided a stronger bond and clear expectations between the institutional planning effort and the funding requirements necessary to attain specific goals.

Another innovation was the creation of an internal planning committee consisting of all program institutional directors. The role of this committee is to focus upon developing the objectives necessary to achieve the board established strategic goals. What makes this unique is the fact that the planning process is not a top down, nor bottom up approach. This new committee structure allows the entire institution to participate and develop the strategic goals, annual objectives, and establish priorities. It has become an exciting process that engages individuals across and throughout the institution and community as we strive to develop a post secondary institution known for quality education and leadership.

### GOALS:

- Goal 1: Ensure Institutional Stability and Sustainability
- Goal 2: Provide a Learning Environment and Support Services that prepare students for success at College of Menominee Nation, at four year universities, and in their careers
- Goal 3: Develop and Strengthen Academic and Technical Programs
- Goal 4: Provide Creative Academic and Technical Program Delivery
- Goal 5: Continue to foster partnerships and collaborations with post secondary institutions, business/industry, primary and secondary institutions, foundations, and government agencies

### STRATEGIC INITIATIVES:

- New Library
- Center for First Americans Forestlands
- Sustainable Forestry Academic Program
- Public Administration Academic Program
- Baccalaureate Degree Status
- 25% Increased student enrollment

**ENSURING INSTITUTIONAL STABILITY AND SUSTAINABILITY:** Ensuring Institutional Stability and Sustainability is a primary focus of CMN. CMN's clean audits can only be attributed to a fiscally accountable staff. With over 10 million dollars of restricted funds (grants) each year, all departments take on this responsibility. In an effort to make finances of CMN "more transparent" to the staff and community, CMN implemented a budget orientation for the Financial Committee which includes community members. CMN is in the process of connecting the budget to the strategic plan. This moves the organization into a more advanced stage of budgeting and planning. As a result, CMN is not only fiscally accountable, but this budget/strategic plan connection ensures CMN is also fiscally responsible.

<b>FINANCIAL HIGHLIGHTS:</b>	<b>SFY 2006</b>	<b>FY 2007</b>
Non-Restricted Funds .....	\$ 4,109,630 .....	\$ 4,328,117
Federal Awards .....	\$ 3,132,900 .....	\$ 3,846,242
State Awards.....	\$ 433,630 .....	\$ 2,600,549
Local/Private Awards.....	\$ 186,250 .....	\$ 72,227
MITW Contribution .....	\$ 262,500 .....	\$ 252,092
Endowment.....	\$ 1,087,930 .....	\$ 1,269,307

**WORKING TOGETHER TO ENSURE OUR FUTURE:** At the heart of College of Menominee Nation are our students and our faculty, staff, and tribal community, who guide our students to succeed in life as professionals, as citizens, as tribal members, and as individuals. Many other individuals, organizations, and partners have joined us with great commitment and dedication to help our students succeed, to proclaim our presence, and to ensure our future. Every accomplishment at CMN is made possible by the efforts of these many people and organizations. They are part of each student's success story and help enrich our campus and tribal communities.

**COMMUNITY PARTNERS:**

- Co-Vantage Credit Union
- Menominee Indian Tribe of Wisconsin (MITW)
- Maehneweskiyah Wellness Center
- Menominee Casino/Bingo/Hotel
- MITW Administration
- MITW Business Center
- MITW Clinic
- MITW Community Development
- MITW Community Resource Center
- MITW Conservation
- MITW Daycare Center
- MITW Education
- MITW Environmental Services
- MITW Head Start
- MITW Historic Preservation
- MITW Housing
- MITW Johnson O'Malley
- MITW Language & Culture Commission
- MITW Law Enforcement Center
- MITW Strategic Planning
- MITW Transportation
- MITW Trust Resources
- MITW Youth Development and Outreach
- Menominee Indian School District
- Menominee Tribal Legislature
- Menominee Tribal Courts
- Menominee Tribal Enterprises
- Menominee Tribal School
- Shawano Medical Center
- Shawano Job Center-Workforce Development
- Woodlands Boys and Girls Club

**GOVERNMENTAL AGENCY PARTNERS:**

- HUD
- NASA
- USDA-CREES
- USDA-Forest Service
- USDA-Rural Development
- US Department of Labor
- US Department of Health & Human Services
- US Department of Education
- US Department of Defense
- Wisconsin Department of Public Instruction
- Wisconsin Department of Transportation
- Wisconsin Technical College Administration

**COLLEGE & UNIVERSITY PARTNERS:**

- Bellin School of Nursing
- Fox Valley Technical College
- Galen University – Belize
- Lac Courte Oreilles Ojibwe Community College
- Northeast Wisconsin Technical College
- Northcentral Technical College, Penn State University
- Salish-Kootenai Community College
- Silver Lake College – Manitowoc
- University of Minnesota
- University of Wisconsin-Green Bay
- University of Wisconsin-Oshkosh
- University of Wisconsin-Madison

**FOUNDATION PARTNERS:**

- American Indian Higher Education Consortium
- American Indian College Fund-Lily Endowment
- First Nations Development Institute
- Indian Land Tenure Foundation
- Johnson Scholarship Foundation
- The Ford Foundation
- Tommy Hilfiger Foundation

## **Community Resources Center**

Gary Pyawasay, Interim Director

The mission of the Community Resource Program is to provide high quality job training, employment, labor market information, and income maintenance services. In FY07 the Community Resource Center operated the Tribal Temporary Assistance for Needy Families (TANF), Public Law 102-477 and Wisconsin Brighter Futures Initiative programs. Staff consisted of twenty (21) employees. These positions were: Community Resource Director, CRC Program Assistant, Employment Training Coordinator, two (2) Job Counselors, Compliance Officer, TANF Case Manager, TANF Lead Case Worker, three (3) TANF Case Workers, IT Coordinator, File Clerk, three (3) Youth Coordinators, Recruitment and Placement Specialist, Administrative Assistant, Supportive Service Assistant, Youth Secretary, and TANF Program Assistant.

**TANF:** CRC administers a Tribal TANF program and therefore is expected to assist recipients in making the transition to employment. The TANF program has five main goals they strive to achieve through the operation of the program:

- 1.) To reduce the overall costs of public assistance by promoting work as a means of family support;
- 2.) To promote individual employability of TANF recipients through close collaboration and coordination between the TANF Program, Job Training, Education Department, and other Tribal programs;
- 3.) To reduce generational dependency on public assistance through the development and awareness of work ethics and their value to individual families, their children and the community;
- 4.) To decrease specific barriers to employment such as drug and alcohol dependency by establishing drug testing as one of the necessary eligibility requirements for TANF benefits, and
- 5.) Promote self-esteem, independence and self sufficiency. The TANF program may measure progress and outcomes by collecting monthly data that describes services provided to eligible families or individuals.

The TANF program service area is limited to the geographical boundaries of the Menominee Reservation and Menominee County including Middle Village. Eligibility for TANF benefits are based on the Department of Health and Human Service Poverty Guidelines.

The TANF program served 907 families in FY07. The 907 families consist of: 747 One Parent Families, 131 Two Parent Families, 14 Participant excluded due to legitimate reasons and 15 Child Only Cases. The total clients served in the Tribal TANF Program in FY2007 were 2,735 with 1,747 of those being children. The Tribal TANF Youth Program for After School and Summer Programs served 24 youth.

<b>TANF Participation</b>							
	<b>2006</b>	<b>2007</b>	<b>+/-</b>		<b>2006</b>	<b>2007</b>	<b>+/-</b>
Unsubsidized Employment	16	92	+76	Job Skills Education	91	93	+2
Subsidized Private Sector Employment	6	13	+5	Adult Education GED	26	9	-17
Subsidized Public Sector Employment	59	44	-15	Attending High School	48	53	+5
Work Experience	206	138	-68	Client Child Care	2	19	+17
On-the-Job Training	28	68	+40	Other	157	426	+269
Job Search/Job Readiness	35	118	+83	Adult Graduates	-	9	9
Community Service	8	7	-1	Vocational Education	21	24	+3

**Public Law 102-477:** The Menominee Indian Tribe's 477(JTP) Plan includes: Workforce Investment Act (WIA) Adult, Youth and Native Employment Works (NEW) funds. Services are designated for youth, adults, and individuals recently placed on lay-off.

Eligible adults must be age 18 or older. While eligible laid-off workers are generally individuals who have been terminated from their last employment position and are unlikely to return to their previous industry or occupation, displaced homemakers and self-employed individuals also may qualify for these services. Adult and laid-off worker services are provided through a locally based job center in which the Community Resource Center has an established partnership.

The Menominee Indian Tribe established a uniform definition of “Native American” or “American Indian” for eligibility for 477 services. In general the term “Native American” or “American Indian” is defined as anyone who is: (1) an enrolled member of the Menominee Indian Tribe (2) an enrolled member of a federally-recognized Indian tribe or (3) ¼ or more Indian, Alaska native or Native Hawaiian descent; or (4) a direct descendant of an enrolled Menominee member (4) A direct descendant of an enrolled member of a federally recognized tribe. In order to qualify for any activity provided under this plan a prospective participant must be a “Native American” or “American Indian”. A youth is considered to be anyone from the ages of 14 to 21, inclusive. In order to qualify for any subsidized employment activity the participant must meet certain additional eligibility requirements: (1) They must be Economically Disadvantaged; or (2) They must be Unemployed; or (3) They must be Under-employed.

JTP offers a variety of employment and training services to eligible individuals and can include the following:

**Core Services** (available to all adults age 18 years or older): Job search and placement assistance (including career counseling), labor market information (which identifies job vacancies; skills needed for in-demand jobs; and local, regional, and national employment trends), assessment of skills and needs, Information about available services, and follow-up services to assist clients in maintaining employment once they are placed.

**Intensive Services** (available to adults who meet specific eligibility requirements) which include: comprehensive assessments, individual employment plans, group and individual counseling, case management, short-term prevocational services, and training.

<b>Public Law 102-477 Statistical Report</b>			
	<b>Adults &gt; or + Age 22</b>	<b>Youth &lt; Age 22</b>	<b>Cash Asst. Recipients</b>
<b>I. Participants Served</b>			
A. Total Participants	87	109	26
B. Total Terminees	44	100	12
C. Total Current Participants	43	9	14
<b>II. Terminee Outcomes</b>			
A. Total with Employment Objective	25	95	10
1. Entered Unsubsidized Employment	8	3	1
2. Other employment objective	14	89	9
3. Employment Objective Not Achieved	3	3	0
4. Earnings Gained	\$5.52		\$2.13
B. Total with Educational/Training Objective	19	92	12
1. Degree/Certificate Attained	5	2	0
2. Other Educational Outcome	12	90	11
3. Education Objective Not Achieved	2	0	1
4. Literacy Gain-Percent of Increase			
5. Numeracy Gain-Percent of Increase			
C. Misc. Objective Achieved	5	3	0
D. Other (non positive) Not A, B, or C above.	2	2	0
<b>III. Terminee Characteristics</b>			
A. Female	21	54	8
B. Male	23	46	4
<b>C. Educational Level</b>			
1. Drop out	2	1	0
2. Student	0	81	5

<b>Public Law 102-477 Statistical Report (continued)</b>			
<b>I. Participants Served</b>	<b>Adults &gt; or + Age 22</b>	<b>Youth &lt; Age 22</b>	<b>Cash Asst. Recipients</b>
3. HS Diploma/GED	36	18	7
4. Post High School	6	0	0
D. Veteran	2	1	0
<b>IV. Participant Activities</b>			
A. Employment	30	94	9
B. Education/Training	21	92	12
C. Misc. Objective/Supportive Services	25	34	5
D. Other/Service Referral			

477 Youth Services are available to youth between the ages of 14 and 21 who meet specific eligibility requirements. Services include: tutoring, study skills training, and instruction leading to completion of secondary school, alternative school services, mentoring, paid and unpaid work experience (such as internships and job shadowing), occupational skills training, leadership development, and supportive services.

**Brighter Futures Initiative** – The Brighter Futures Initiative (BFI) was collaborated with the youth programs and the scope of work is to assist children, adolescents, and families achieve their maximum potential by promoting: healthy families and youth, school readiness for children, child safety in their families and communities, and successful navigation from childhood to adulthood.

The Menominee Tribe’s objectives and activities related to the above goals focus on the outcome to increase adolescent self-sufficiency by encouraging high school graduation, vocational preparedness, improved social and other interpersonal skills and responsible decision-making. Secondary outcomes focused on the remaining legislative outcomes: (1) Prevent and reduce the incidence of youth violence and other delinquent behavior. (2) Prevent and reduce the incidence of youth alcohol and other drug use and abuse. (3) Prevent and reduce the incidence of child abuse and neglect. (4) Prevent and reduce the incidence of non-marital pregnancy and increase the use of abstinence to prevent non-marital pregnancy.

The target group for BFI is youth between the ages of 14-18 living on the Menominee Reservation. We served 79 at-risk youth; the extent of social problems in this community put all our youth “at-risk” therefore youth were selected on a first-come, first-served basis.

### **Youth Program**

**After-school Work Experience Program:** A total of 27 youth participated in the after-school program. The youth were placed at various worksites such as: Food Distribution, Woodland Boys & Girls Club, Keshena Recreation Department, and Area 47. Some of their responsibilities included: cleaning, tutoring, distributing food, maintenance, office aide, filing, recreation aide, and assisting with child care.

**Summer Youth Job Program:** A total of 149 eligible youth participated in the program. Two Youth Supervisors were hired on a temporary basis to provide supervision and assist with some of the administrative aspects of the summer program. The program began with a one week orientation at the High School and followed with five (5) weeks of on the job training. Orientation week included six (6) workshop components consisting of Financial Skills for Families-Building Native Communities, wellness, a session on Tribal Ordinances related to youth, Historic Preservation, Teen Dating, AODA and Homelessness. This year a cultural youth component was added and Ron Corn Jr., MISD Menominee Language Teacher was temporarily hired as a Culture Coordinator for our summer youth program.

# **C**ommunity Development

Todd Every, Director

The Community Development Department is responsible for a wide variety of programs for the Menominee Indian Tribe. A list of services the department provides includes:

1. Short and long term planning projects related to land use, transportation, utilities, and economic development.
2. All Departmental mapping functions.
3. Construction administration/management for road, building, and utility projects.
4. Processing and managing all Tribal Land Leases and land records.
5. Coordination of the solid waste/recycling program for the Tribe.
6. Oversight of the Menominee Business Center.

The following is a summary of activities performed in the Community Development Department in FY 2007.

## **Road and Bridge Construction**

- A new road was built in Keshena to access the new wells and pump house being constructed. Keshena Well Road begins on Old South Branch Road and proceeds northeast behind the Lakeview Subdivision. Construction activities started in October of 2006 and were completed in June 2007. Approximate cost of the project was \$280,000.
- Otradovec Loop Road in South Branch had some minor reconstruction done on it this year. Several culverts were replaced and gravel was added on the entire road. Project cost was \$77,000.
- Two bridge reconstruction projects were completed this year. The Fairgrounds Road bridge was totally replaced with a new structure, sidewalk, and street lighting. The Keshena Falls Road bridge had a new bridge deck constructed. Both projects began in the fall of 2006 and were completed in May of 2007.
- The department planned to reconstruct Upper Bass Lake Road from Upper Bass Lake to Neopit, construct a bridge at Upper Bass Lake, and construct a bridge on Spears Road. These projects were delayed this year due to the damage caused by the tornado on June 7th, 2007.
- In the last year, the Tribe and Menominee County have been working together to plan improvements to CTH VV from STH 47/55 to the east county line. Plans and specifications were prepared for pulverizing, paving, and shouldering the roadway. The estimated total cost of the project is \$1.7 million. The project will be started in the spring of 2008.
- Design plans were completed for four bridge construction projects. The bridges include new construction on Upper Bass Lake Road near Upper Bass Lake, Spears Road, Stacey Dam Road and the replacement of the pedestrian bridge at Smokey Falls. These projects will also be completed in 2008.
- Designs have been started for the reconstruction of Purple Dress Road from CTH M to West Branch Road. Surveying is complete and preliminary designs have been reviewed. This project is scheduled for construction in 2009.
- Designs have been started for Spears Road (Pat "Sonny" Grignon Road). This new route will provide access from Spears Road east to Camp 21 Road. Surveying is complete and preliminary designs have been reviewed. This project is scheduled for construction in 2008.
- Designs are complete for the construction of a walking lane along Fairgrounds Road from STH 47/55 to the entrance of the Woodland Bowl. The plans also will provide a walking trail and parking area in Veterans Park. Also, the Veterans Memorial located at the Law Enforcement Center will be re-located to the park.
- The department is also completing designs for the reconstruction of the parking area between the Tribal Office building and the FIC Building, parking area at the Zoar Ceremonial Building, and the South Branch Community Center.

## **Transportation Planning**

- The Community Development Department is responsible for the completion of an annual update of the Indian Reservation Road (IRR) Inventory. This update is a chance for the Menominee Indian Tribe to update its road inventory in order to reflect changes which have taken place on the reservation in the last year. Roads are checked to verify the length and condition of the roads, shoulders, and drainage systems. The information is collected by departmental staff and then transferred to the BIA for verification and approval.

- The road inventory is then used to provide information to the Bureau of Indian Affairs (BIA) to calculate the amount of funding the Menominee Indian Tribe will receive for road construction and reconstruction activities. In FY 2006, IRR construction funding was approximately \$2.3 million. In FY 2007, IRR funding increased to \$2.4 million. It is estimated the IRR funding for FY2008 will be approximately \$3.0 million. This funding is used for several items including road and bridge construction and reconstruction, road maintenance, transportation planning, and transit programs.

### **Road Maintenance**

- The Community Development Department is responsible for the oversight of the BIA Road Maintenance contract. The Tribe enters into two subcontracts, one with Menominee Tribal Enterprises and the other with the Menominee County Highway Department. The Community Development Department staff also completes some maintenance activities including brushing, sidewalk snow removal, and sign maintenance.

### **Land Use**

- The Land Use office processes all land leases to Tribal members. To date in 2007, the Tribe has approved 58 residential land leases, 16 recreational lot leases, one commercial land lease, and four seasonal rafting leases. The Tribe has also canceled six residential land leases and five recreational lot leases.
- The department also assists with the purchase of properties for the Tribe, assists Tribal members with mortgage information, processes land into trust applications, and lot boundary identification.

### **Solid Waste/Recycling Program**

- As in years past, the department has worked in collaboration with Menominee County in receiving the Wisconsin Recycling Grant. The grant, along with funds from the Tribe, allow for operations of the Keshena Transfer Site. Garbage and recycling are collected at the Keshena Transfer site from Tribal Members living on the Reservation, non-tribal members who live in Menominee County, and contractors based in the Reservation/County.
- The Community Development Department is also responsible for the coordination and payment of curbside pickup and commercial pick up of garbage and recycling for Tribal members living on the Reservation. Services are provided by Waste Management, Inc.
- The Department coordinated a reservation wide clean-up associated with Earth Week. Garbage and recycling were picked up at the curbside. The department recycled the materials and items which were recyclable, and Waste Management collected the remainder of the garbage.

### **Keshena Water System Improvement Project**

- The Community Development Department has coordinated the planning, design, and construction for improvements to the Keshena Water System since 2004. Funding for this project is being provided from several sources including Indian Health Service (IHS), Environmental Protection Agency (EPA), United States Department of Agriculture – Rural Development Agency, and the Menominee Indian Tribe.
- Construction activities completed this year include the construction of a new pump house and installation of new water distribution lines; construction of the new 250,000 gallon water tower on the College of the Menominee Nation campus was started; exterior painting will take place next spring when the weather conditions allow; and, other planned activities in 2008 include more water main installation and replacement. The estimated cost of these improvements is approximately \$3 million. The project is expected to be completed at the end of 2008.

### **Neopit Water and Wastewater System Improvements**

- The department continues to coordinate this project for improvements to the Neopit water and wastewater systems. Estimated costs of the project are \$4.23 million. The Community Development Department and the Tribal Utility Department, in cooperation with IHS, EPA, and USDA - Rural Development, have begun project planning and preparation of engineering plans and specifications in FY 2007. Anticipated water system improvements include drilling of new community wells, construction of a new pump house, and replacement of deteriorated water mains. Anticipated wastewater system improvements include modifications to the existing lagoons and treatment facility, replacement of deteriorated sewer mains, and lift station replacement. Construction activities are expected to begin in FY 2008.

### **Zoar Community Well Project**

- The department has coordinated the upgrade of the community wells and water main into Zoar. Funding for these improvements is being provided by the Tribe, Indian Health Service, and EPA. Estimated cost of the project at this time is \$770,000.00
- New wells were located in FY2006. Construction of the new pump house and installation of the new water main began in September 2007. Construction activities are planned to be completed in December of 2007.

### **Technical Assistance**

- The department also provides technical assistance to other departments. The following is a list of projects the department assisted:
  1. Development of the Tribe's Strategic Planning project.
  2. Surveying and mapping for Menominee Casino and Bingo Expansion Project.
  3. Project planning and coordination for improvements to the Menominee Tribal School.
  4. Project planning and coordination for the design of the new Cultural Museum.
  5. Project assistance for the renovation of the Transportation Department building.
  6. Project assistance for the Housing Department Tax Credit projects.
  7. Reconstructed the well house at the Fairgrounds.
  8. Tribal beach clean up and maintenance.

### **Menominee Business Center (MBC) - Carrie Grignon, Manager**

***The mission is to encourage entrepreneurial development and growth through management assistance, cost-effective space utilization and a synergistic environment catering specifically to Tribal members and professional businesses.***

**Features** - By leasing space at the Menominee Business Center, you have a greater potential for success. This unique incubator is designed to transform a business environment into a partnership support system and improves the Menominee Nation economy by creating and retaining jobs. The Center offers office space to growing businesses at low market rates, flexible terms, and shared business administrative services including receptionist, photocopying/faxing, trash disposal, security, on-site parking, maintenance, mail service, and furniture rental.

**Benefits** - By leasing space at the Menominee Business Center and using the services, a small business can increase their profits and gain an advantage over their competitors, reduce initial startup costs, conserve cash for advertising and inventory uses, lease only the space needed for business operations, improve business efficiency and effectiveness with management assistance services, and strengthen business skills by working in a supportive environment with other businesses.

**Personnel** - The Business Center is staffed by a full time Manager and a Research Specialist.

**Office Space** -The Business Center has a total of nine rental office spaces; five are currently available for rent. The current tenants of the Business Center are Grignon Vending, Northwood Nijjii Enterprise Community, Inc., New Apparel & Promotions, Inc., and North Woods Nijjii Small Business Loan. The Business Center also realizes that small business owners may not need a dedicated office suite but do need the Business Center's services. Therefore, for a monthly fixed rate businesses can be what we call "Non-Anchor" tenants. They are affiliated with the Business Center and can utilize all our services during the normal business hours. This option has been a favorite for business owners that need telephone messaging service and mail services. The Business Center has two non-anchor tenants, Hard Rock Sawing and Drilling Specialist Company and the Menominee Chamber of Commerce. The Menominee Chamber of Commerce currently has 33 members including 3 corporate sponsors. The goal of the chamber is to provide networking opportunities for its members to help support their business development. The Menominee Chamber of Commerce has its own website at [www.menomineechamber.org](http://www.menomineechamber.org).

**Volunteer Income Tax Assistance** – The Business Center Manager participated in the planning of the 2006 tax season project. The Business Center processed 232 federal returns claiming \$114,806 in Earned Income Credit and \$79,471 in child tax credits. The total dollar amount of federal refunds was 350,077.00! The Business Center alone saved our local community members from paying approximately \$63,800 in loan and filing fees at \$275 per person.

**The Money Conference** –The second annual Money Conference was held in March 2007at the Menominee Indian High School with 96 people in attendance, which is an increase from 55 the previous year. The money conference is designed to provide quality unbiased financial education for the entire family. The Conference is intended to increase financial awareness and empower people to make smart financial choices. It is conducted by Asset Builders of America Inc., a nonprofit organization not part of any financial institution. Some of the past topics

were on credit reporting, home ownership, entrepreneurship, retirement planning and included youth sessions on savings, paying for college, etc. For more information on the Money Conference go to [www.assetbuilders.org](http://www.assetbuilders.org)

### **PRIVATE SECTOR INITIATIVE (PSI) - Renee Mahkimetas, Research Specialist**

The mission is to “provide a locally designed program utilizing all available resources including counseling, education, and hands on technical assistance for the growth of individually owned business enterprises. The growth of small business development will support endeavors to maximize the Menominee Nation economy”

**Personnel** - The (PSI) department is a service of the Menominee Business Center (Incubator).

**Services** - Guide clients through a comprehensive step by step business planning process designed to meet local entrepreneurs' business development goals. By utilizing the very unique philosophy of "WE WORK AS HARD AS YOU DO", PSI utilizes a hand in hand approach. The potential clients range from individuals with an idea to owners of already existing businesses. Clients are provided with a full range of services in developing the best tool available to communicate their ideas, raise money and manage their business...THE BUSINESS PLAN.

Business plan development has varied from marketing research, and financing, to on-going financial analysis and consultation. Confidentiality is strictly observed and adhered to on a case-by-case basis. Each prospective entrepreneur is guided through a standard process in order to compile and organize all the types of information required by financial institutions.

During 2007, the Private Sector Initiative program had (35) new client intakes. Of these potential businesses five (5) business plans were written, two (2) business plans were approved by the Revolving Loan Fund, three (3) were not approved. Out of the two businesses receiving funding, one was a start-up and one was a business expansion. It is the policy of PSI and the Menominee Revolving Loan Fund, that all business plans are also taken to other lending institutions to seek financial assistance.

**GLITC-Small Business Training Program** – The Research Specialist became the Menominee Site Representative for the teaching of “The Spirit Inside – First Steps Workbook” developed by the Great Lakes Inter Tribal Council via distance learning. Eight Menominee’s enrolled in the class with (6) completing the course.

**BEST U** – The Menominee Business Center and office of Private Sector Initiative is a partner of BEST U (Business Expansions and Start Ups) made up of various partners such as, Northwoods NiiJii, the Menominee Indian Tribe of WI, Stockbridge-Munsee Business Development, Northeast Wisconsin Technical College, Cooperative Educational Service Agency #8 (CESA 8), Shawano Area Business & Economics Education (SABEE), the Shawano Country Chamber of Commerce, Shawano County Economic Progress, Inc (SCEPI), the University of Wisconsin Extension, Menominee County, and the Small Business Development Center, UWGB. BEST U supports small business growth by leveraging existing resources, creating new educational and training opportunities, and by establishing a network of small business mentors. In 2007, BEST U sponsored a *First Step* workshop to attract local entrepreneurs who are in the business idea stage to find out if starting a business is right for them. Of the many attendees, three were within our area.

### **Community Development Department Projects in 2008**

The Community Development Department will be busy in 2008 with the coordination of many road and bridge construction projects on the Reservation. The Keshena Water System improvements will continue and the Neopit water and wastewater system improvements will begin in 2008.

The Community Development Department will also continue preparing for the development of computerized land information. Land records and other information used in a daily basis will be prepared for development of a Geographic Information System (GIS). Once functional, the GIS will allow for the easier and more accurate access of land records and associated maps.

# **C**onservation

Walter Cox, Director

Staffing includes a Director, four Conservation Wardens, one Administrative Secretary, one Fish and Wildlife Manager, and two temporary/full-time Fish and Wildlife Technicians.

**GOAL:**

This program will achieve the objectives listed in the Statement of Work as provided in the Rights Protection Contract. Those objectives specifically include: Administrative duties, Conservation Law Enforcement, Fish and Wildlife Management, and Environmental Quality Services. These shall be carried out by means of patrol, investigation of complaints and issuance of citations, in-service training, conducting annual fish and game surveys, and stocking of fish and prescribed wildlife management methods.

<b>Outputs:</b>	<b>F.Y. 2006</b>	<b>F.Y. 2007</b>
Reportable Incidents.....	894	744
Citations Issued.....	65	76
Warnings Issued.....	43	9
Complaints Received.....	145	146
Interagency Assists.....	43	44
In-service Hours.....	492	493
Permit/ID checks .....	80	41
Investigations .....	73	92
Traffic Stops .....	23	27
Vehicle Registration Checks.....	45	28
Court Appearances.....	27	28
Meetings Attended .....	197	135
Other.....	106	182

<b>Financial Data:</b>	<b>Budgeted:</b>	<b>Current:</b>	<b>Projected:</b>	<b>Balance:</b>
BIA Funds	\$261,992.00	\$241,651.02	\$261,992.00	\$20,340.98
Tribal funds	\$324,895.34	\$320,433.31	\$324,895.34	\$4462.03

In addition to the BIA and Tribal funds, the department received a Tribal Wildlife Grant of about \$180,000, Fish Hatcheries \$12,000, and Circle of flight \$10,000. The Tribal Wildlife Grant assisted the program with Lake Sturgeon Management and Eastern Timber Wolf and Black Bear projects. Contracts allowed two Fish and Wildlife Technicians to assist the Tribal Fish and Wildlife Manager with projects. A portion of Circle of Flight money was used to manage a wild rice project and educate high school youth.

**Administrative:**

The Conservation Fish and Wildlife Department began the Fiscal Year 2007 by relocating the office from the College of Menominee Nation to the Menominee Forestry Center. The new office address is N1035 State Highway 47, Keshena, Wisconsin.

Administratively, the conservation department serviced the public by providing game tags to approximately 1000 enrolled members, descendants and spouses. Registration records indicate approximately 480 deer, 27 bear, and 45 turkeys were harvested during the 2006-07 hunting seasons.

The Conservation staff was involved in:

- The LaMotte Lake Landing Agreement.
- The 2007 State-Tribal Consultation Meeting.
- Viral Hemorrhagic Sepias (VHS).
- Hunter Education Course.

**Enforcement:**

Enforcement duties include patrol of approximately 235,000 forested acres of sustained yield land, including an estimated 80 named lakes, and roughly 300 miles of trout streams. The primary focus is on the protection and management of Tribal natural resources. Wardens especially enforce the protection of resources from outside encroachment; officers also assist the Menominee Tribal Police and Menominee County Sheriffs Department when necessary.

#### Conservation Wardens:

- Tribal Court appearances.
- Semi-annual firearms qualifications.
- 40 hour annual in-service training.
- Assist Menominee Tribal Police.
- Search and rescue efforts.
- Hunting accident investigations.
- Education and public outreach
- Illegal trapping investigation.
- 2007 tornado protection and patrol.
- Timber harvest investigation.
- Wild land fire detail.
- Multi-Jurisdictional Natural Resource Conference.

#### **Fish and Wildlife:**

Tribal fish and Wildlife Grants allowed for the hire of two temporary full-time employees to assist the Tribal Fish and Wildlife Manager with the management and data collection pertaining to Lake Sturgeon, Timber Wolves, and Black Bear. 2007 spring game surveys indicate Reservation whitetail deer population is at 11.7 deer per square mile.

#### FY'07 management goals and objectives include:

- Restocking 3000 pounds of wild rice into local lakes.
- Working collaboratively with other related Tribal departments.
- Educating and public outreach.
- Conducting fish and wildlife surveys.
- Assessing fish and wildlife population numbers.
- Stocking efforts for local lakes.

#### **Environmental Quality:**

Efforts are ongoing to protect the Tribe's pristine lakes and streams. We are beginning to recognize the need to provide more attention to environmental enforcement and protection of our natural resources. Some efforts this year include:

- Working with the Menominee Conservation Commission to develop stronger codes and ordinances.
- Enforcement of used tires disposal.
- Investigate and enforce solid waste generated for outside the Reservation.
- Education and public outreach.

## **Early Childhood/Head Start**

Mike Skenadore, Director

The Menominee Nation Early Childhood program strives to be the primary provider of high quality early childhood education services for Menominee Children ages birth to five. To that end we have implemented a nearly continuous cycle of evaluation, planning and improvement that enables us to quickly and efficiently adapt to the needs of the community as we design our program. In looking back at the previous year, several items stand out as points of pride for our program. These highlights also put us in an excellent position to move forward and build on past success.

The most significant accomplishment for the program was the receipt of a Certificate of Compliance from Channell Wilkins, the Director of the Office of Head Start in Washington. This certificate recognizes our program for being in full compliance with the federal performance standards for Head Start. For our staff and parents, this means that we corrected 32 deficiencies and non-compliance issues that were identified during an on-site review conducted in March of 2006.

One of the factors in achieving compliance was to increase our enrollment to the funded level of 210 three and four year olds. To help accomplish this, Menominee Nation Early Childhood took the step of providing transportation to and from the program for families that live in Shawano. We were able to identify and recruit an additional 17 children to receive services who might not have attended without the Shawano bus route. In addition to adding the Shawano bus route, MNEC streamlined the recruitment and enrollment processes with the intention of making enrollment more efficient for both parents and program workers. We started the year with a significantly higher number of children enrolled on the first day of the program.

Menominee Nation Early Childhood also participated in the "Reading by Five" program, as a full partner with the Menominee Indian School District and the Aha! Process Inc., with the intent of helping children develop word decoding skills that will help as they learn to read. The effort between the three partners has received national attention as the early results have been very positive. The significance of MNEC's participation in this partnership is that it represents the first time the "Reading by Five" program has been used by Both a Head Start program and a local school district.

Menominee Nation Early Childhood participates in the National Reporting System (NRS) that assesses the progress of our children from the fall to the spring and then compares our scores with all other Head Start programs across the country. In 2007 we saw the scores of our children increase from the fall assessment to the spring in all areas that were assessed. Not only did our scores increase from fall to spring but our center averages were higher than the national average in all areas but one. The NRS scores for MNEC and the associated national averages were as follows:

<b>Screen</b>	<b>MNEC fall (H.S. ave.)</b>	<b>MNEC spring (H.S. ave.)</b>	<b>MNEC change (H.S. ave)</b>
<b>English Language</b>	92% (80%)	96% (89%)	4% (9%)
<b>Vocabulary</b>	64% (59%)	74% (67%)	8% (10%)
<b>Letter Recognition</b>	15% (33%)	38% (58%)	23% (15%)
<b>Early Math</b>	50% (53%)	68% (67%)	18% (14%)

In 2007 mental health service were provided to children and families through an agreement with the Maehnowesekiyah Wellness Center that allowed one of their prevention specialists to spend time in each of the Head Start classrooms and to help our staff analyze data generated by the “Ages and Stages” early childhood mental health assessment instrument. While this partnership is in the very early stages, the initial feedback from staff has been very positive. Maehnowesekiyah also continued to provide support for the “Al’s Pals” early intervention program that helps children develop the skills necessary to identify and solve problems as well as learning to identify adults who can help in a variety of situations.

A community resource fair was hosted by Menominee Nation Early Childhood in our Keshena center in March of 2007. This fair was designed to let our staff and parents interact with community agencies that provide services to children from age birth to five. Several departments from the Menominee Tribal Clinic attended along with representatives from Menominee Tribal School, Menominee Indian School District, Menominee County Health and Human Services, Maehnowesekiyah, Food Distribution, TANF and JTP, Family Preservation and Support, Environmental Services and the College of Menominee Nation.

In 2008, Menominee Nation Early Childhood will be expanding our use of the Creative Curriculum to our Early Head Start program. We have a training program scheduled for October for all of our Early Head Start teaching staff. This will allow us to facilitate the transitions of children out of Early Head Start and into a three-year-old classroom as well as improving the planning and consistency of the lessons offered to our birth to three children.

We will also be developing a comprehensive schedule of parent and family centered activities that will occur in the evenings after regular program hours. Some of the initial activities planned include financial literacy training for parents, general parenting classes, family pajama nights to read to children, family movie nights, Menominee language nights, and regularly scheduled parent committee meetings. All events will be supported by appropriate program staff and a light meal that conforms to our Head Start nutritional standards.

The Head Start staff found 2007 to be a very exciting year for our program with many successes and indicators of program improvement. We look forward to our continued growth and development in 2008.

# **E**arly Childcare Services

Penny Escalante, Director

## **Program History**

The Department of Early Child Care Services, formerly known as the Menominee Tribal Day Care Center, has been serving children and families of the Menominee Indian Tribe of Wisconsin since October of 1988. The facility is open year round and is licensed for 156 children age six weeks through twelve years of age. We are in the process of Self Study and ensuring that the center meets criteria for Accreditation through the National Academy for the Education of Young Children (NAEYC).

## **Program Philosophy**

Children learn through play and positive role modeling, thus it is the adult's responsibility to provide appropriate learning materials and social environment to enhance the learning process.

## **Program Vision**

The center will strive to provide a safe, stable environment where children can learn, explore, create and play with the supervision of qualified teaching staff. Developmentally appropriate learning materials and activities will provide opportunities for intellectual, physical, social-emotional and cultural growth. The social environment will encourage respect for the child as an individual, promote self esteem, provide a nurturing atmosphere, and experiences that will enrich the child and family.

## **Services Provided**

Over the year the center provided educational child care services for 152 children ages 6 weeks to 12 years of age. Each child received individual educational lesson plans to promote overall growth. With the help of a grant we collaborated with the College of the Menominee Nation, Head Start, Maehnowesekiyah Wellness Center, and Tribal Social Services to offer various trainings for the community and program clients. The various activities were to help the parents and community become involved in the children's educational experiences. We sponsored the Tiny Tot Contest during the August pow-wow, a Community Safe Halloween Party with activities, an Autumn Pow-wow during Thanksgiving, a Christmas event where Santa visited and gave the children a book to promote literacy, an Easter event where the Easter Bunny visited and handed out books to promote literacy, and a Mother's Day & Father's Day Social Pow-wow. We also collaborated with the Menominee Sheriff's Department and the Menominee Indian Head start to provide Safe Assured ID kits to the parents during Keshena Primary's Family Fun Day.

## **Personnel**

All day care staff works toward continued education in their areas of employment.

- Currently have ten (10) fulltime teachers who are working towards 2 year AA degree in Early Childhood Education, two (2) fulltime teacher aides.
- Three (3) Administrative staff, one (1) cook, one (1) part-time housekeeper, one (1) on- call staff.

The daycare administration and staff carry out the program philosophy and vision by continuously improving the program services and building overall:

- Continued education/training for all staff
- Classroom and building maintenance
- Utilize Creative Curriculum and High Reach learning materials that aides the teaching staff in individualizing for each child
- Monthly staff meetings to ensure we are meeting the needs of the families and made changes

## **Challenges**

Challenges this year are meeting stringent accreditation criteria as it is costly. The program is currently working on the building to ensure proper classroom environments. Developmentally appropriate learning toys and other materials are needed in each room for each age. Education criteria need to be met for all staff in the center.

# **E**ast- West University Carol Dodge, Keshena Campus

East-West University Keshena Campus continues to offer an academic program leading to a BA degree. Students have the opportunity to remain in their community while pursuing their four year program. Courses are structured to allow instructors to organize their lessons around the Menominee Community, e.g. the biology course "Plant Kingdom" is centered on the Menominee Tribal Forest. All courses are accredited by the Higher Learning Commission of the North Central Association of Colleges and Schools.

A Bachelor of Arts degree program in Behavioral & Social Sciences guides the student through an interdisciplinary group of courses on a quarterly system. The fall transition included assessing prior credits earned on official transcripts, developing campus specific materials and expanding the academic program offerings. The program demonstrates how applied scientific research materials and expanding the academic program offerings. The program demonstrates how applied scientific research assists in understanding and resolving critical and social issues. Students majoring in this area will have the technical ability and the attitude to understand global/tribal interdependence, the artistic, social and scientific contributions of many nations and cultures; the role and importance of science and technology in social and human development; and the need to recognize individual human beings as the fundamental focus of all socioeconomic and cultural activity.

The program also provides students with the skills to succeed in graduate study of history, psychology, sociology, political science, law, government, international/intertribal relations and similar fields. Students will be educated to work in various professions including all human services professions, counseling, research and evaluation, government and non-governmental international/intertribal service and public relations.

East-West University Keshena Campus is also carrying out a three year research project with the help of the Menominee community, the Tribal School and Northwestern University in Illinois. The main focus is to develop a science curriculum that builds on the cultural knowledge and values Native children bring to the classroom: knowledge they have about the forest and waterways. Information gathered from the research will help to build Culturally-based units that can have a positive impact on science education for Native American children. The ultimate goal is to show the students how important science is to maintain the Tribal forest and waterways.

The Keshena campus is also assisting Northwestern in offering a special science course for the staff working with the science project.

## **E**ducation Virginia Nuske, Director

### **HIGHER EDUCATION:**

This program provides BIA/Tribal grants, based on financial need to eligible Menominee students seeking bachelor's degrees at colleges or universities. Students must apply for financial aid and be accepted into degree-seeking programs. The following services are provided:

1. Financial Aid Application assistance on the Internet and help with admission forms
2. Education counseling
3. Financial aid information and workshops
4. Advocacy regarding student budgets and academic follow-up to assure eligibility for continued funding, according to Tribal policies.

*\*Note all monetary figures in this report are preliminary because the report was completed before FY 2007 expenses were closed out.*

Academic Year 2006 – 2007 Ending May 2007

- A. Number of new students ..... 30
- B. Number of active students ..... 177
- C. Number of graduates..... 8

FY 2007 Budget:	\$227,065.55
Expended	<u>220,482.14</u>
Balance	*\$ 6,583.41

**HIGHER EDUCATION SUMMARY:**

Funding remains an issue for students starting the fall semester because grant funds were again depleted by mid August. By the end of September, there were 69 pending student grants waiting to be processed. These requests must wait until funds become available in October, the next fiscal year. All students were notified of this delay.

**ADULT VOCATIONAL TRAINING:**

This program provides BIA/Tribal grants to eligible Menominee students attending a 1 - 2 -year vocational/technical Associate degree, diploma or certificate programs. The grants are also based on financial need. Students must apply for financial aid. Services provided to these students are the same as provided to students in the higher education program.

Academic Year 2006 – 2007 Ending May 2007

- A. Number of new applicants ..... 22
- B. Number of Active Students ..... 74
- C. Number of Completions .....14

**FY 2007 BUDGET:** \$195,978.80  
 Expended 191,266.74  
 Balance \*\$ 4,712.06

**AVT SUMMARY:**

The number of completions in AVT program for this fiscal year increased 50% compared to last year.

**EDUCATION SUPPLEMENT:**

**FY 2007 BUDGET:** \$217,311.00  
 Expended 214,103.65  
 Balance \*\$ 3,207.35

All supplemental funds are used for scholarships and grants for undergraduate and graduate students in colleges, universities and technical colleges.

**ADULT EDUCATION:**

This program provides full-time GED/HSED instruction. Limited funding allows for short term training, courses or workshops that are job related and Tribal employees are a priority.

Services provided are:

- 1. GED/HSED instruction, self-paced Monday – Friday
- 2. Licensed GED/HSED Testing Center – testing schedules posted

Academic Year 2006 – 2007

- A. Total Number of GED/HSED Completions 34
- B. Total Number of Adult Education Completions 1

**FY 2007 BUDGET:** \$49,065.83  
 Expended 41,312.50  
 Difference \*\$ 7,753.33

**AE SUMMARY:**

The GED Instructor works cooperatively with other programs. Referrals are made to our program and students who need additional services are referred to programs that can provide assistance. GED completions have increased 62% since last year. Incarcerated students receive GED services on a weekly basis.

**EDUCATION CONTRACT HIGHLIGHTS (CTF58T440H4)**

**HIGHER EDUCATION & A.V.T.:**

The Tribal Education Director along with 4 other Tribal Education Directors, presented an informational workshop at the fall 2006 Wisconsin Association of Financial Aid Administrators (WASFAA) Conference entitled; “Everything You Wanted to Know About Tribal Grants (but were afraid to ask).” We were asked to continue to provide informational updates.

Annual merit-based scholarship information was distributed to students, Indian Counselors, State Tribal organizations and financial aid officers. The Director and Education counselor met with both MISD and Shawano High Menominee Seniors in the spring 2007 to discuss admission and financial aid procedures.

The annual Wisconsin Indian Education Association (W.I.E.A.) Legislative Breakfast held in Madison in February had the most legislators in attendance to date. The Lt. Governor also made an appearance and praised W.I.E.A. for their efforts to keep legislators informed on education issues that affect Indian students. Once again 2 Menominee students were recipients of the 4 state-wide merit-based annual scholarships offered by W.I.E.A.

The Education Director was appointed to fill a vacated term, ending in October 2008, on the Board of the Tribal Education Directors National Assembly (TEDNA). This organization was established in 2003 to “represent collectively indigenous sovereign nations’ departments of education; foster effective relationships with other governmental and education agencies, organizations and entities; facilitate communication; cultivate consensus among its members; support and encourage each members nation’s right to define and reach its own educational goals.” The Organization has monthly conference calls and meets annually in conjunction with N.I.E.A.

## **Election Commission**

Davey Jean Peters

**The date for the Primary Tribal Legislature Election was November 8–9, 2006. The following are Tribal Members certified as “On Reservation” Candidates for this election:**

Rebecca D. Alegria	Mary Sullivan Menore	Orman “Chief” Waukau, Jr.
Apesanahkwat	Lynnette Miller	Susan “Sookie” Waukau
Stephanie Awonohopay	Laurie “Molie” Reiter	Myrna “Tudy” Warrington
Ronald G. Bowan, Sr.	Margo Reiter	Theodore “Tony” Warrington
Eugene “Gene” Caldwell	Margaret Rose Snow	Anthony “Tony” J. Waupochick, Sr.
Randal Chevalier	Lisa S. Waukau	James C. Wayka

**Off Reservation Candidate:**

John A. Kaquatosh

**On Reservation Write-In Candidate:**

Annmarie Johnson

**Voting results at the polls and absentee on November 8-9, 2006:**

Neopit Fire Station ..... 202	Absentee Received ..... 106
Keshena-Gordon Dickie Center ..... 712	Total ..... 1,020

**The top six in the Primary Tribal Legislature Election were:**

Lisa S. Waukau ..... 487	Rebecca D. Alegria ..... 329
Myrna Warrington ..... 368	Anthony Waupochick, Sr. .... 317
Laurie Reiter ..... 345	Eugene “Gene” Caldwell ..... 310

**The remaining candidate’s votes went as follows:**

Lynnette Miller ..... 295	Theodore Warrington ..... 185
Susan Waukau ..... 286	James C. Wayka ..... 175
Randal Chevalier ..... 265	Ronald G. Bowan, Sr ..... 138
Apesanahkwat ..... 230	Mary Sullivan Menore ..... 136
Orman Waukau, Jr. .... 228	Margo Reiter ..... 128
Margaret R. Snow ..... 213	John A. Kaquatosh ..... 91
Stephanie Awonohopay ..... 193	Annmarie Johnson ..... 72

**The Final Election was held on January 17-18, 2007 and the winners were:**

Lisa S. Waukau ..... 585	Eugene Caldwell ..... 440
Rebecca D. Alegria ..... 478	

**The remaining candidate’s votes were:**

Anthony Waupochick, Sr. .... 407	Laurie Reiter ..... 390
Myrna Warrington ..... 399	

**Voting results at the polls and absentee requests:**

Neopit Fire Station ..... 212	Absentee Received ..... 111
Keshena-Gordon Dickie Center ..... 665	Total Votes ..... 998

**The Tribal Election Commission budget for FY2006-07 - \$59,086**

# **E**nrollment

Yvette Ducane, Director

## **Menominee Indian Tribe's Mission:**

The mission of the Omaeqnowmenewak (People of the Wild Rice) is to promote, protect and preserve our rights, resources, and culture utilizing responsible leadership and judicious exercise of sovereign powers.

## **Menominee Indian Tribe's Vision:**

We envision the Omaeqnowmenewak (People of the Wild Rice) as a strong, healthy and proud nation living in accordance with its culture and beliefs, and possessing the resources necessary to be successful in achieving our goals.

## **Enrollment's Mission:**

The Enrollment Departments' primary responsibility is to maintain current and accurate files on genealogical and historical information for the preservation of the Menominee Indian Tribe's heritage.

## **Enrollment Guiding Principles:**

Consistent with the Mission, the Enrollment Departments responsibilities are administered through the Constitution and Bylaws of the Menominee Indian Tribe of Wisconsin. Membership in the Menominee Indian Tribe shall consist of the following persons: those persons that possess ¼ degree Menominee Indian Blood, and who are descendants of persons enrolled on the tribal membership.

## **Department Information:**

Enrollment Director and Research Technician (Fulltime positions).  
The Enrollment budget is funded 75% Tribal and 25% BIA Funds.

## **Administrative Tasks:**

As of March 2007, a new Enrollment Committee was appointed by the Menominee Tribal Legislature to serve a three (3) year term:

- Kim Oshkeshequoam, Chairperson
- Gail Bowman, Vice Chair
- Connie Chevalier, Secretary
- Karla Kitson, Member
- Glenda Tahmahkera, Member

The Enrollment Committee is currently working on amending the Enrollment Ordinance #79-15.

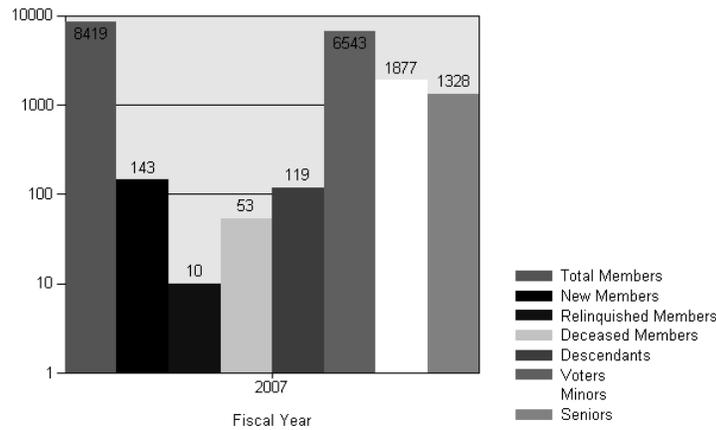
## **Statistical information:**

The following report will contain information and data compiled within our department for the months of October 2006 through September 2007.

**2007** Living Enrolled Members - 8419

### **Activity:**

- Approved 143 applicant(s) for Tribal membership.
- 10 Tribal member(s) relinquished.
- 53 of our Tribal members passed on.
- Approved 119 applicant(s) for Ancillary roll.
- 6543 Tribal member(s) are eligible voters.
- 1877 are minor enrolled members.
- 1328 members are over the age of 55.



## **E** Environmental Services Gary Schuettpelz, Director

**MISSION STATEMENT** - To serve the Menominee Nation by defending the environmental integrity of the land, air, and water base which make up the cultural and earth resources of the Menominee People. The protection of these resources will help to assure they are sustained for future generations of Menominee. To further assure that the health needs of the Menominee People related to the environment and land base are maintained.

### **PROGRAM SPECIFICS (with some important accomplishments)**

1) Environmental Management – conduct administrative oversight of the environmental program including applying for grants, developing ordinances and working with Federal, State, Tribal, and local government.

- Staff participated in the Strategic Planning process on the IRMP, Health, Justice, and Culture workgroups.
- Submitted Grant Proposal to EPA for Performance Partnership Grant that would include General Assistance, Water Resource, and Brownfields. Received this two year grant.
- Staff participating in development of the Forest Management Plan.
- Developed and received air monitoring grant from EPA.
- Worked with Legend Lake Property owners in gaining approval for treatment of Eurasian Milfoil.
- Submitted and received 2008 Hazardous Materials Emergency Preparedness Grant to DOT.
- Integrated Resource Management Plan is nearly completed. Several final modifications yet needed. Have received extension until end of year.
- Assisted in garlic mustard control along highway 47 west of Neopit.
- Continuing to meet with Conservation Department in an attempt to develop a better working relationship.
- Submitted funding request to BIA for cleanup of several waste sites, buildings, trailers, and household hazardous waste collection.
- Continue as Trustee Representative in Fox River NRDA.

2) Clean/Safe Water - conduct lake and stream studies for fisheries and other planning, monitor water quality to maintain in optimum condition, enforce Surface Water Ordinance including issuance of permits for activities on lakes and streams. Habitat restoration, including wild rice, trout streams, and sturgeon. Conduct sampling and analysis of private wells.

- Staff completed tree drop habitat improvement on Pine, Hazel, Labelle, and Burney Lakes.
- Participated with UW Stevens Point in aquatic macrophyte survey project on Reservation lakes and conducted water sampling on these lakes.
- Conducted Bathymetric mapping of lakes.
- Developed document Moratorium for High Capacity Wells on the Menominee Reservation and submitted through committee to Legislature where it was approved.
- Finalized draft of ground water ordinance and submitted to ERP committee.
- Requested additional information from USGS on areas of contribution for municipal wells, combined this into the ground water ordinance.
- Participated with Conservation in development of a public informational campaign on Viral Hemorrhagic Septicemia (VHS).
- Participated with Moshawquit Lake Property Owners in developing control plan for Eurasian Milfoil.

- Proceeding with revised bathymetric lake mapping project on Reservation lakes.
- Conducted thermal monitoring and discharge measurements on main rivers and creeks on Reservation.
- Sampling completed on Legend Lake for zebra mussels and water fleas.
- Working with Forestry in reviewing prescription for environmental impacts.
- Monitor drawdown of Pine Lake for rice management.
- Evaluated rice growth from last years seeding and begun development of plans to improve.
- Continuing to work on Fisheries Management Planning.

3) Clean Air – monitor possible air pollution and work with local industry in correcting situations that may create hazards. Provide technical assistance to Tribal Members to remediate indoor air problems.

- Continued working through out the year with MTE Mill management and EPA in addressing the problem with air pollution from the mill in Neopit.
- Conducted stack testing at the mill in Neopit. Results showed high levels of pollutants from the boilers. Consulting with MTE management on reduction strategies.
- Conducted Radon testing at the Middle Village Child Care Center. No elevated levels in classrooms.
- Conducted radon testing at the Tribal Clinic. Found elevated levels that required mitigation system. System installed and levels have been reduced.
- Regular air monitoring continuing at Middle Village Air site. Monitoring reduced this year to mercury because of funding cuts. Working with CMN to install additional equipment at the site.

4) Brownfields – Evaluate existing contaminated sites to determine if they are eligible for remediation then remediate sites that have become contaminated by leaking tanks and other spill sources.

- Developed Sampling and Analysis/Health and Safety Plan for Boivin site well installation and sampling.
- Additional monitoring wells installed at Boivin site and showed one well with contamination. Contamination from the site flowing northward with groundwater flow to West Branch. Sampling of sediment shows contamination.
- Phase I assessments completed at the five listed sites with no major problems except at the Boivin site.
- Developed a Clandestine Drug Lab Ordinance with Program Attorney submitted and approved.
- Phase I and II site assessments for all proposed sites submitted to EPA.
- Sampling conducted of wild rice on West Branch below the Boivin site in September. Preliminary results showed one sample contaminated with lead. Will begin work on addressing this issue.

5) Emergency Management - Work with Menominee County in Emergency Response Planning. Work with regional planning agency in addressing bioterrorism issues and disease outbreaks.

- Continue to participate in regional planning for bioterrorism and pandemic influenza.
- Revised Pandemic Influenza Plan to address quarantine and containment.
- Provided dam tender training at MTE for employees who may be involved with the dam.
- Developed a protocol with the schools on guidelines for closing schools in event of disease outbreak.
- Mass vaccination exercise conducted in conjunction with Menominee County.
- Participating member of Wisconsin Tribal Emergency Alliance, and Wisconsin Emergency Management Association.

6) Solid and Hazardous waste and materials - work for the proper disposal and cleanup of hazardous waste, including annual Household Hazardous Waste Collection. Monitor transportation of hazardous materials and work with facilities in complying with hazardous materials regulations and use.

- Coordinated annual fluorescent lamp recycling and collection program for facilities on Reservation.
- Coordinated annual hazardous waste collection and disposal project for programs and individuals on Reservation.
- Diesel fuel spill remediated at Highway 47 & 55. Information on responsible party collected and forwarded to enforcement.
- Joint inspection of Menominee Gas by Federal Highway Administration Safety Inspector and Wisconsin Department of Transportation. Several issues with equipment, validation, and employee records need to be addressed.
- A nine to twelve ton illegal dump site was investigated with Conservation and evidence gathered for possible prosecution and remediation.

7) Environmental Health - Perform surveys of public food service facilities and other public facilities to assure safe and sanitary conditions.

- Investigated a property with high lead levels in water. After several samplings determined that the contamination is not from the well but rather the plumbing system. Provide remediation advice to the homeowner.
- Working with Tribal Jail, Tribal Clinic, and Tribal Administration on addressing the problem with MRSA at the jail. Conducted numerous inspections at the facility.

8) Injury Prevention - Gather data on injury trends, and develop and implement strategies to address specific injury problems.

- Sleep Safe program (2007) with Tribal Clinic and Headstart program with 150 homes with young children receiving smoke detectors.
- Received grants for Sleep Safe and Ride Safe Programs for 2008.

9) Wastewater Management - Monitor and evaluate on-site waste water treatment systems.

- Program set up and functioning well with 319 private sewage systems pumped and inspected.
- Funding received to continue program. Will continue through freeze up then start again in spring.

#### **SOME PROPOSED PROJECTS and PROGRAMS 2008:**

- Complete Treatment as a State application to EPA for Water Quality Standards.
- Evaluate contamination levels in wild rice on West Branch below Boivin site and make determination of health consequences. Also, conduct further sampling next year.
- Monitor situation with Boivin site and seek appropriate enforcement actions if necessary.
- Develop invasive species management plan.
- Conduct assessment of streams to determine stream status and trends.
- Work with MTE Forestry in development of Forest Management Plan
- Continue the three year Private Wastewater Management Planning project.

## **Food Distribution**

Patricia Roberts, Director

Our program goal is to distribute commodity food items to all **eligible** families/persons living on or near the Reservation/County who desire them. We provide nutrition information on program food items and recipes to clientele.

We again received seeds through WISCAP for the TEFAP Pantry and other community members that wanted them. We planted some of the seed for our community garden. This year we grew squash, green and wax beans, tomatoes and pumpkin. We picked the produce and clientele was able to take what they liked.

We felt really sad that someone destroyed tomatoes and most of the pumpkins, especially when it is needed so badly by families. We hope this devastation does not continue with the next garden.

Our program distributes food items and TEFAP Pantry food from USDA. For our pantry we purchase (Cost of storage) food items from Second Harvest in Omro, Wisconsin with funds received from TEFAP, Casino, FEMA, and donations. SAFPARC of Shawano has also donated food items.

Participation is down this year and we believe it is because of the problems we've had with deliveries and not being able to order all the items on our food list. Most of the times we have to put orders in every other day, because USDA does not get the food into USDA's warehouse before the orders are placed. We order our food through an internet program of USDA'S, the order goes to Americold Logistics out of Carthage, Missouri. We should be able to order seven days before our delivery day, but because all food items are not available we begin ordering at the first of each month. We continue to work on this with USDA in Washington, DC.

Midwest Region Food Distribution Programs include Indian Tribes from Michigan, Minnesota and Wisconsin, and the United States Department of Agriculture (USDA) offices in Chicago, Illinois and Duluth, Minnesota. There are 23 Tribes with Food Distribution Programs in the Midwest Region, 6 from Michigan, 7 from Minnesota, and 10 from Wisconsin. The program directors usually meet twice a year with USDA Officials. We meet with our Midwest Region Annual Meeting and with the National Association of Food Distribution Programs on Indian Reservations

(NAFDPIR) Annual Conference. Both groups are working with USDA to try to correct the problems we have with ordering.

We again applied for and received nutrition education funds to hire a nutrition aide. The nutrition aide with the help of the Tribal Clinic Dietitian/WIC Director and his staff and UWEX staff held classes for participants, summer youth workers and community members. Two recipe/cooking contests for youth and adults were held. The nutrition aide also read the Eagle Books collection to students at the library, in addition to many other nutrition related activities this summer.

In 2007 we served 9,358 participants with Food Distribution and 5,819 participants with TEFAP Pantry food items.

We distributed 20,389 cases of food to the participants with Food Distribution, and 13,859 pounds of TEFAP and 15,956 pounds of donated food to TEFAP Pantry participants. We hope to have more food items for our pantry next year, which will allow us to serve more families.

## **G**aming Commission Lynette Miller, Director

The Menominee Tribal Gaming Commission (Commission) is an arm of the Tribal government established for the exclusive purpose of monitoring the gaming activity on behalf of the Menominee Tribe. The Commission consists of three departments and a five member board of Commissioners. The Commission departments are: Administration, Audit, and Background Investigations.

The Commission staff consists of an Executive Director, one Auditor, one Staff Auditor, one Compliance Officer, one Senior Background Investigator, one Background Investigator Specialist and one Background Investigator.

<b><i>The five Commissioners are:</i></b>	<b><i>Term expires:</i></b>
Duane Waukau – Chairman .....	August 2008
Randal Chevalier – Vice Chairperson.....	August 2010
Susan Waukau – Secretary .....	August 2010
David Waupoose - Commissioner .....	August 2009
Barbara Caldwell - Commissioner .....	August 2009

The gaming commissioners meet at least once a month with the gaming commission staff to make recommendations and set policy, to approve or reject reports of the Director and transact other business that may be properly brought before it. Some of the business issues discussed this past year were; license and barring hearings, code of ethics, project eagle, external audit policy, all audits, amendment to regulations, Indian Gaming Working Group with the FBI, joint meetings with the Menominee Tribal Legislature and Business Board, Ordinance 93-30, 2008 budget, waiver procedure, waiver approvals/disapprovals, National Indian Gaming Commission site visit, gaming facility license, project eagle, strategic plan update and the goals for gaming commission.

Since the Tribal strategic plan has been adopted by the Tribal Legislature the gaming commission began the process to align the Gaming Commission with the Tribe's strategic plan. The following goals and objectives were identified by the commission staff:

Goal #1: Strengthen and educate the infrastructure to support an effective and efficient gaming regulatory system. Objective #1: Provide regulatory updates to educate: Legislature, Casino, and Public. Objective #2: Research the purpose of a policy handbook specific to the gaming commission.

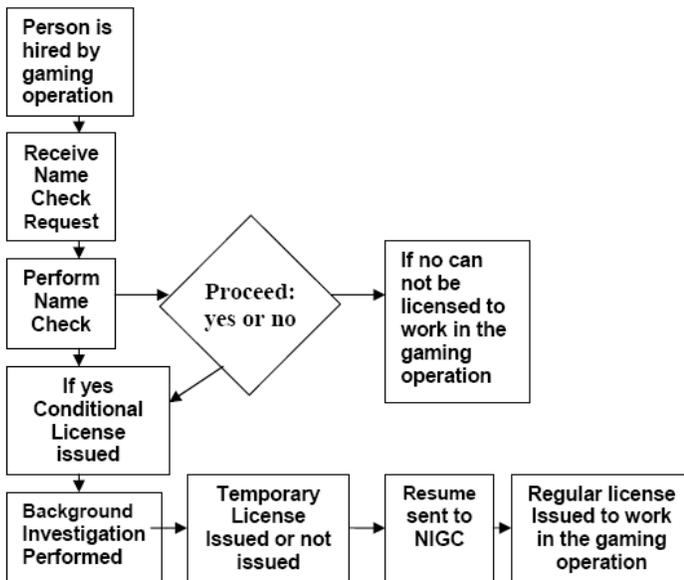
Goal #2: Develop resources necessary to maintain the integrity of the Menominee Gaming Commission. Objective #1: Develop a comprehensive plan to identify training needs of the Menominee Tribal Gaming Commission staff. Objective #2: Proposal to address self-funding. Objective #3: Review Menominee Tribal Gaming Commission staff strategic planning goals and objectives for progress.

In addition to the gaming commission staff's strategic plan we will be working on developing a strategic plan for the commissioners also.

With the current staff of the Commission we are able to provide two types of services: background investigations and audits. The following service is provided by the background investigation department:

- The Background Investigation Department consists of the Senior Background Investigator, one Background Investigator Specialist and one Background Investigator. Performing due diligence on all gaming operation employees is the main service provided.

Below illustrates the licensing process from the time an applicant is hired by the gaming operation to the completion of their background investigation by the gaming commission background department:



If during the licensing process it is discovered that an individual was terminated in the past from the Menominee Casino for a positive drug test or they have any type of drug related convictions, they are then placed on a drug stipulation. By signing the drug stipulation the individual agrees to a monthly random urinalysis test and if one of the tests come back positive or they refuse to take the urinalysis test their gaming license is revoked for two years. If the individual refuses to sign the drug stipulation they will not receive their gaming license.

The Menominee Tribal Gaming Commission has a waiver procedure in place for enrolled Menominee's that are hired by the Casino and have any of the following: a felon within 10 years, gambling related offense or fraud. The process begins with the applicant completing a waiver application. If the application is approved to proceed, the applicant will then meet with the waiver committee. If the waiver committee

decides to allow the applicant to proceed then a fact sheet is prepared and presented to the Menominee Tribal Gaming Commission. If the Gaming Commissioners decide to approve the waiver then the prepared fact sheet is sent to the Menominee Tribal Legislature for final approval per the Tribal/State gaming compact. At any time during this process the individual maybe found ineligible to proceed with the waiver process.

The Audit Department consists of an Internal Auditor, Staff Auditor and Compliance Officer. Completing the National Indian Gaming Commission (NIGC) audits and any risk assessment of casino money transactions is the main service provided. An average audit takes anywhere from 180-200 hours to conduct and finalize. The Internal Audit Department performs audits of all class II and class III gaming areas of the gaming operation. The following are reviewed at least annually: Table games, Gaming machines, Bingo, Complimentary service or item, Cage and credit, Title 31, Information technology functions, Pull tabs, Card games. Any other internal audits as required by the Menominee Tribal Gaming Commission (MTGC).

In addition to the observation and examination performed for the above, follow-up observations and examinations are performed to verify that corrective action has been taken regarding all instances of noncompliance cited by the MTGC Audit Department. The verification is performed within six months.

The Internal Audit Department also conducts all other audits required by the Tribe, the MTGC or any other entity as designated by the MTGC. These audits are not scheduled as most are conducted due to unforeseen circumstances. When these occur it takes away from the dedicated time line scheduled for each class II or class III gaming audit.

The following audits have been completed for this year; complimentary, poker, craps and roulette, cage and vault, bingo, IT, slots. The following follow-up audits have been completed; craps and roulette 2006, cage and vault 2006, and slots 2006.

There have been a total of 85 slot machines erasable programmable read-only (EPROM) chips randomly tested, one facility license checklist completed and three revenue verification report reviews completed that was requested by the State of Wisconsin Office of Indian Gaming.

The Surveillance Database includes security, investigation and floor manager reports. The Audit Staff reviews all reports and recommends what kind of action needs to be taken. The action taken can consist of a patron barring or a deviation, reportable or material weakness report to be issued to the Menominee Casino Bingo Hotel (MCBH). Reports of non-compliance in specific gaming departments are flagged and included in the violation findings section of the annual audit report submitted to the MCBH.

There have been a total of fifteen barring requests submitted to the Executive Director for action. The following is a break down of each category: four for drugs, three for theft and eight for altercations. There were four reportable condition reports issued: two on the slot department, one on promotions and another on the employee activity committee. One Material Weakness report was issued to the General Manager on the Poker Card Inventory. A follow-up on the non-compliance violations of each above report was also completed.

The following is a breakdown of the annual reports reviewed 1271 Surveillance Activity reports, 1193 Security incident reports, 277 Shift Manager Reports, and 47 Investigations.

Compliance audits performed on departmental personnel consists of 46 table games, 11 marketing, 30 cage-vault, 6 security, 21 slot, and 22 bingo personnel. The Surveillance equipment was inspected once. The following has been completed weekly; the leveling of the Roulette Wheel, verification of weekly cash-flow information and the weekly transfers to the Tribe. Also, 108 MCBH monthly departmental personnel over-short reports were reviewed. Other review's, destructions or verification processes completed were; 655 decks of cards were inspected, cancelled out, and then sent back to the MCBH to be sold. The following items were destroyed 100 decks of cards, 6 dice sets, 2808 bingo balls, 92 slot machine serial plates, 470 EPROM/Flash Cards/CD's, along with 8 table game felt tops. There were thirty-six Gaming Laboratories International (GLI) EPROM notifications reviewed, and 38 approval verifications for EPROM's from GLI were completed.

The three outside regulatory entities NIGC, Wipfli, and the State of Wisconsin were on site twice to complete their annual audit reviews. There were four investigations performed into either customer complaints completed. The audit staff also attended five different audit trainings throughout the year.

In closing I would like to thank the Gaming Commissioners and the Gaming Commission staff for all their dedication into providing a well regulated gaming operation for the Menominee Tribe.

## **H**istoric Preservation

David J. Grignon (Nahwahquaw), Director

### **Posoh Nec Omaehnomenawak (Hello My Fellow Menominees) Eh yom Kenah Acemwan (This is our report)**

The Historic Preservation Department is comprised of three staff members:

- David J. Grignon (Nahwahquaw), Tribal Historic Preservation Officer/Director
- Rebecca D. Alegria, Researcher/Cultural Planner
- Jean Cox, Tour Guide/Grounds Keeper

### **REPATRIATION**

The Tribal Historic Preservation Office (THPO) is continuing to repatriate our Menominee ancestor's human remains and funerary objects in accordance with the Native American Graves Protection and Repatriation Act (NAGPRA) and the State of Wisconsin Burial Sites Preservation Law 157.70. Since 1999, the Menominee Tribe has repatriated 66 of our Menominee ancestor's human remains and funerary objects from five museums that included the Neville Museum, Milwaukee Public Museum, Oshkosh Public Museum, Smithsonian Institution and the National Museum of the American Indian. In November in 2007 the Menominee Tribe will be repatriating six of our ancestor's human remains and funerary objects/grave goods that were disturbed at the Neenah Water Plant in 2005. The remains came from a historic Menominee village site and cemetery known as the Menominee Mission at Winnebago Rapids where Neenah is now located. Repatriation ceremonies and will take place at the Menominee Logging Museum on November 16, 2007.

### **MENOMINEE CULTURAL MUSEUM**

The THPO has been working diligently in regard to the planning of the future Menominee Cultural Museum. With the implementation of the HUD Community Development Block Grant we have chosen the architect Somerville of Green Bay to complete the museum design. The awarding winning architectural firm has worked extensively with Native Americans and with tribal museums. The site we had chosen to build the museum on, just below the Logging Museum, near the walking bridge contained a significant archaeological site; we had to look for an alternate site. Another site was chosen on the Logging Museum grounds that will accommodate the new museum. We hope to break ground in the spring of 2008 with completion of the museum by next fall. The museum will be the focal point of Menominee culture, language and traditions. The environmentally controlled museum will be able to accommodate and protect Menominee artifacts that will be repatriated in accordance with the Native American

Graves Protection and Repatriation Act (NAGPRA) from museums throughout the country. In May of 2007 the director attended the workshop "How to Organize a Museum Gift Shop" sponsored by the Smithsonian's National Museum of the American Indian at the Penobscot Nation Tribal Museum in Old Town, Maine.

### **MENOMINEE LANGUAGE REVITALIZATION**

The THPO is continuing to work with the revitalization and preservation of the Menominee language. Unfortunately, the Menominee language is near extinction and extreme efforts must be taken immediately to help preserve our sacred language. The THPO has collaborated with and supported the College of Menominee Nation in their effort to secure an Administration for Native Americans (ANA) Native Language Preservation grant. The grant will help existing Menominee language teachers improve their teachings skills and give the language teachers the opportunity to learn more of the language from different Menominee language sources. We are also asked to provide Menominee language translations for tribal departments, tribal members and others seeking our help. I would like to report that Lillian Nelson (Wasecewan) who was a mentor of the Menominee language in our department passed away this summer. Her last wish was to be buried in the traditional Menominee way and we granted her that wish. Traditional Menominee funeral services were held for her at the Menominee Logging Museum and she was buried at the Konaha/O'Kimosh burial grounds. She was the last member of the Menominee Grand Medicine Lodge (Mitawin) and a native Menominee speaker. Wasecewan will be greatly missed by the department and the Menominee people.

### **TRIBAL HISTORIC PRESERVATION OFFICE**

The THPO continues to function under a special designation granted to the tribe by the National Park Service. In accordance with 101 d 2 of the National Historic Preservation Act (NHPA) the Menominee Tribe took over the responsibilities of the State Historic Preservation Office (SHPO) on the Menominee reservation in regard to the protection of our cultural resources. The THPO receives an annual grant from the National Park Service to help pay for the operational costs of the office. **This means we are not totally dependent on tribal funds for our operational costs.** The Menominee THPO is an active member of the National Association of Tribal Historic Preservation Officers, Wisconsin Intertribal Repatriation Committee, Wisconsin State Burial Sites Preservation Board, and Tribal Liaison Committee to the Wisconsin Department of Transportation/Federal Highway Administration.

### **ON-LINE MUSUEM**

The Menominee Online Museum can now be found on the Menominee Tribe's website. The online museum was made possible by a grant the THPO received from the Institute of Museum and Library Services. The online museum contains photographs of Menominee artifacts from the Wisconsin Historical Society Museum and the Oshkosh Public Museum. The site also contains action video cam shots of artifacts that we have in our possession. There are over 150 photographs of artifacts and their descriptions online and audio descriptions by tribal elders will continue to be added in the future. No sacred or ceremonial objects will be added to the online museum. More artifacts will be added to the site in the future and most of the artifacts included in the online museum will be come back to the tribe through the repatriation process.

### **SECTION 106 OF NHPA COMPLIANCE AND MONITORING**

The THPO continues to monitor Section 106 of the National Historic Preservation Act (NHPA) compliance issues for the Menominee Tribe. Section 106 mandates that tribal, federal and state agencies and entities that use federal funding, takes place on trust land, or there is a need for a federal permit must "consult" with the tribe if the project is a "federal undertaking". The THPO monitors and approves forestry prescriptions if the proposed forestry management activity will not harm cultural resources. Currently, we conduct "consultation" under Section 106 with the following federal regulatory agencies, Federal Highway Administration/Wisconsin Department of Transportation, Army Corp of Engineers, Federal Energy Regulatory Commission, Federal Communications Commission, Bureau of Indian Affairs, and Indian Health Service. In most cases, in consultation with the tribe, an archaeological survey must be completed to assess the damage to cultural resources, if any. The "consultation" process under Section 106 continues with a site review, project meetings, or letter correspondence with the lead federal agency implementing the proposed "federal undertaking". The THPO also coordinates and monitors archaeological surveys on the reservation. Several previously reported significant archaeological sites and mound groups are being mapped on the reservation by archaeologist Dr. David Overstreet and his staff from College of the Menominee Nation for protection and preservation purposes.

### **MENOMINEE YOUTH CULTURE CAMP**

The annual Menominee Youth Culture Camp was held at Wayka Falls from August 17-22, 2007. Thirty-five Menominee youth attended the five day camp at the end of the summer. The youth camp was made possible by a grant from the First Nations Institute and generous contributions from the Tribal Youth Development and Outreach Office and the Wellness Department of the Menominee Tribal Clinic. Activities included traditional arts and crafts,

fly tying techniques, drumming and signing, Menominee language instruction, storytelling, fishing, swimming, and other cultural and fun activities. Field trips with the youth included a visit to an archaeological site and mound group near LaBelle Lake. The youth also played lacrosse at the Menominee Indian High School field. Parents of the youth participants were able to enjoy a traditional meal and hear from their children what they were doing at camp at "Parent's Night". The parent's night ended with a mini-powwow with the Spirit Bear drum. Once again, the camp was a huge success and many of the camp participants expressed they wanted to come to next year.

### **STURGEON FEAST AND CELEBRATION POW-WOW**

The sturgeon feast and pow-wow was held on April 28, 2007. We received fifteen sturgeons from the Wisconsin DNR for our feast and ceremony. The sturgeons were released at Chickney Creek where a ceremony was held just below Keshena Falls which is the traditional spawning grounds of the Lake Winnebago sturgeon. This year we honored several people who helped settle the fish passage issue in regard to the Balsam Row Dam. In the future sturgeon and other fish will be able to pass over the dam via fish ladder or other means to reach the Menominee Reservation. Once again this year there was a ceremony for the water and a water walk organized by Native women. The walk started at the Wescott Spring on Highway 55 and Keshena Falls and ended at the Menominee High School on the day of the pow-wow. We had several dancers and drums who participated in the pow-wow and we fed several hundred people at the sturgeon feast. This year Mavis Neconish and Michael "Mackey" Pamoncutt, who are tribal members from Chicago, were head dancers for the event. We are looking forward to next year's sturgeon feast and celebration.

### **TRADITIONAL WILD RICE HARVEST**

Due to the dry conditions this summer and the low water on the West Branch of the Wolf River where the wild rice beds are located we did not harvest rice this year. However, we did have some rice to process from another source and it was processed in the traditional way at the Menominee Heritage Day/Lumberjack Breakfast. David 'Jonesy' Miller and Dale Kakkak conducted a wild rice processing demonstration at the event. The THPO will process the remaining rice at the logging museum before the snow flies. Hopefully, Mother Nature will cooperate next year so that we can continue this centuries old tradition of the Menominee people.

### **TRADITIONAL LACROSSE GAME**

The traditional Menominee lacrosse game was held at the Menominee Indian High School on May 23, 2007. The lacrosse game, a game for healing, is played for the people of the Menominee community who are sick or need help. Several families sent names of loved one who were sick or needed help. Several community members came to the lacrosse game and there was a give away of calico and a feast after the game. At sunrise on the day of the lacrosse game there was a tobacco offering and prayers that were said at the lacrosse field to ask the "enamahkiwuk or thunderers" to come and view the game because the game belongs to them. Several community members attended the prayer and tobacco offering on that morning.

### **TECHNICAL ASSISTANCE**

The department continues to provide technical assistance to all tribal departments, tribal members and other reservation entities. Students and teachers from the Menominee Tribal School, Menominee Indian School District, College of Menominee Nation, East/West University and community members utilize our historical photographs, historic documents, and other historical and cultural resources and reference materials that we have in our office. The THPO gave several culture presentations on and off the reservation regarding Menominee history and culture. The department is conducting several oral history interviews with tribal members in regard to the usage of traditional plants and other topics related to Menominee history and culture. We are also planning the 2008 tribal calendar that will feature the one-hundredth anniversary of the Menominee sawmill.

### **MENOMINEE LOGGING MUSEUM**

The department continues to manage the Menominee Logging Museum. The museum is open for tours from May 1<sup>st</sup> through October 15<sup>th</sup>. The guided tour lasts about one hour and the tour takes you through seven log buildings that are replicas of an 1800's Menominee logging camp. We have had visitors from around the world visit the museum as well as school groups and civic organizations from the region. The Menominee Logging Camp Museum has the world's largest collection of logging artifacts and is an important component of Menominee logging history. On October 15, 2007 we held the Menominee Woodland Heritage Day and Lumberjack breakfast. With the lumberjack breakfast there were several demonstrations that included traditional wild rice processing, traditional ceramic/pottery making, finger weaving with yarn for sashes and belts using traditional designs, traditional herbal usage, and the Winter Helpers, the fisher, rabbit and hare.

### **NEW STAFF MEMBER**

In June of 2007 we hired Jean Cox as our new tour guide/groundskeeper for the Menominee Logging Museum. Jean worked several years at the Menominee Tribal Clinic prior to receiving her new position. In the off season of

being tour guide Jean will help in the planning of the new cultural museum as well as other projects the THPO is working on. Jean has been very helpful in planning the 2007 Menominee Youth Culture Camp and the Menominee Heritage Day/Lumberjack Breakfast. Jean has already showed her willingness to help complete the many objectives of the department. Welcome aboard Jean!

**MAEHNOW PEMATEWSENON YOHPEH MESEK APAENINIW  
LIVE WELL, THIS DAY AND ALWAYS**

## **Housing**

Betty Jo Wozniak, Director

The Housing Department's mission is to provide safe, clean and affordable housing for those who are eligible, living primarily on the Menominee Reservation. We have a small component that provides rental assistance for those who qualify and may live off the reservation. A secondary goal is to help tenants achieve a level of self-sufficiency that allows them to become home owners. Achieving that status is not limited to having adequate income alone but includes understanding the responsibilities associated with home ownership: good home maintenance, good fiscal management, and learning to be good neighbors. We provide temporary emergency shelter and transitional housing for those who are in need of such services.

### **Eagle's Nest – Emergency Shelter - Kristin LaTender, Manager**

Between May 1, 2007 and September 30, 2007 36 families comprised of 74 children and 49 adults, and 31 single individuals were served. Residents are provided with transportation to medical, social services, or job application appointments. They are assisted in finding more permanent housing, securing food services, and each case is managed by a case manager. This case manager helps to determine what the needs are and how they may be met. They and others in the community may access the clothing donated by others. 27 families were assisted with eviction prevention thanks to a State Shelter Subsidy grant. Another 30 families were assisted with an Emergency Services grant that provided the resources to cover the costs of utilities, security deposits, and rent so that they may secure permanent housing. We provide a small amount of funds to cover the temporary laundry needs of those without resources. Families without resources are also assisted in applying for subsistence assistance such as TANF. There are also limited resources to make small loans to those who need to cover the costs of supplying birth certificates or criminal background checks in order to apply for Housing. Those we help are grateful and readily repay these small loans. In the rare event that residents cannot find more permanent housing within the 30 day time limits of their stay, they may apply for an extension or, if available, have the use of the transitional unit. As tenants in this unit they are required to pay the utility costs and pay rent. The maximum length of stay is one year but all are required to actively seek a more permanent housing situation.

### **Resident Services – Wendy Warrington, Joel Whitehouse, Elaine Brown, Robin Perez, Louise Summers, Georgia Frechette, Deanna Henry**

**Low Rent-** 66 apartments, 224 Single family homes, and 46 rental assistance vouchers. Tenants must meet eligibility requirements in order to qualify for this program. The first consideration is income and family size. Second, they must be able to pass the criminal background checks. In certain circumstances, criminal history will disqualify applicants for periods of time that range from 2 years to 10 years to life, depending upon the nature of their convictions. If accepted, while tenants they must adhere to lease requirements. Failure to comply can result in lease terminations. Leases may be terminated for a variety of reasons including non-payment of rent or utilities, criminal activity, and failure to maintain the home in a safe and sanitary condition. Tenants are also expected to be "good neighbors." Our responsibility is to all of the tenants and the community at large. We are expected to minimize the risk to others that undesirable tenants of Housing may present.

**"202" and "515" apartments** – Eligibility requirements are different for each.

202 Elderly Program – All tenants must qualify under the following requirements:

1. Head of Household (or Co-head or Spouse) must be at least 62 years old.
2. Must be at the "Low Income" benchmark or lower.
3. Must pass Criminal Background Check.
4. Must have no outstanding debts with local utility companies, Housing or the Tribe (can be on payback agreement to be in compliance).
5. Must provide Social Security Card and Birth Certificate.
6. Must be able to legally sign lease agreement.

When we have hard to fill vacancies we can request waivers to fill units in the following manner:

- a) Admitting individuals between 50 and 61 years of age;
- b) Admitting individuals under 50 years of age that are disabled; or
- c) Admitting individuals age 62 and over those who are over the "Low Income" benchmark.

515 Program – All tenants must qualify under the following requirements:

1. Be at the "Low Income" benchmark or lower (preference is given to those at the "Very Low Income" benchmark or lower).
2. Must pass Criminal Background Check.
3. Must have no outstanding debts with local utility companies, Housing or the Tribe (can be on payback agreement to be in compliance).
4. Must provide Social Security Card and Birth Certificate.
5. Must be able to legally sign lease agreement and receive services from utility providers
6. Tenants must meet minimum income requirements (at this time annual income must meet or exceed the Utility Allowance x12 months or \$1,632 for this year).

We have three wheel chair accessible units. Applicants that can prove they need such modifications can get preference above other applicants for those three units.

Home Ownership – 21 Mutual Help homes and 43 Tax credit homes. In FY 2007, Tribal Housing conveyed 7 homes to tenants who successfully completed their tenancy agreements. Tax credit homes built or rehabilitated in Tax Credit projects 1 & 2 are in the early stages of being conveyed to the potential home owners. It is expected that these homes will belong them soon after the required 15 year period following rehabilitation during which time the investor has access to the tax credit that accrue to each unit.

Tax Credit Projects 3 & 4 – In April 2007, the Housing Department, operating under the auspices of the Wolf River Development Company (WRDC), was awarded tax credits to completely rehabilitate another 43 homes. These homes will be retained as rental units. 19 units in Keshena and 24 in Neopit will be under construction during the next 18 month period beginning after October 1, 2007. These tax credit projects are the only practical source of funds to do rehabilitation of this magnitude. The process involves the sale of "tax credits" to major investors who in turn provide large sums of money that they use to offset their incomes. Because this is a program that involves this kind of business arrangement with investors who must answer to the IRS, certain requirements must be met. The projects are strictly monitored by WHEDA (a private non-profit State agency.) These units may be leased again to those who occupy them currently but during the renovation phase, they must be temporarily relocated. Tenants must meet income requirements at the time of moving in AFTER the renovations are completed. There are several levels of low income guidelines that apply because the intent of the program is to provide safe, modern, housing to those with limited incomes. (The same guidelines applied to Tax Credit Projects 1 & 2.) In the rare event that current tenants no longer qualify to return their renovated home, they will be offered other low income housing that is rehabilitated with Housing Department resources. We expect that there will be few who will not be able to return to their former homes.

Please note that preparing for this project is the reason that there are currently more units boarded up than usual. We need to have somewhere to temporarily relocate tenants while their homes are being renovated. And as units scheduled to be renovated with these funds are vacated they are being held open in order to avoid having to move someone in only to have to move them out again during renovation.

Collections – one area that not many in the general public are aware is this function. In 2007, 63 accounts were added to the Tribe's debtors' list in the amount of \$59,701.95. These funds are owed by former tenants who cannot or will not pay what they owe as agreed. We were fortunate to be able to have collected \$28,950.70 but there is still currently a total of \$172,701.95 due to Housing.

**Maintenance – Melody Page, Manager**

This department is responsible for maintaining all housing units. Repairs needed as a result of ordinary wear and tear are fixed as requests are received. Work that is done because of deliberate tenant damage is completed and billed back to the tenant. In the event that damage is caused outside the control of the tenant and a police report verifies that, the tenant is not charged. In addition to this duty, maintenance personnel are responsible to prepare vacant units for new tenants. Unfortunately, outgoing tenants often leave these homes with extensive damage. Broken windows, damaged, missing or destroyed appliances, holes in the walls, damaged cabinets, ruined floors, and irreparable plumbing and electrical fixtures must be replaced or fixed before someone else can occupy the house. Not only does this contribute to the length of time others must wait for housing, it also consumes an enormous amount of funding that could be used in other ways, like modernizing houses and upgrading appliances

or providing playgrounds for tenants' children. We cannot pave driveways or provide landscaping because renovations funds are spent simply keeping up with repairing deliberate tenant damage. In 2007, maintenance personnel completed over 4,000 work orders. In addition, they conducted 207 move-in/move-out inspections and 308 annual inspections. This department has 15 staff; a manager, 2 housekeepers, 1 inspector and 12 maintenance workers.

### **HIP, Elderly & Disabled Assistance, I H S Sanitation Services – Jerry Nunway, Manager**

Tribal funds for FY-07 totaled \$50,000. This was split into two categories, ELDERLY and DISABLED. The Elderly Program received \$21,665 for EMERGENCY repairs only. With these funds we completed 11 jobs at an average cost of \$1,969.50. Repairs included but were not limited to the following: furnace repairs/replacements, roof repairs including re-roofing, electrical repairs, and plumbing repairs, including new submersible water pumps, broken water line in and under homes, and mobile homes. We also constructed ramps. Under the DISABLED program, the repairs were the same as the elderly program. The average cost of these repairs was \$2,407.23 each for the 9 applicants. The rest of the funds were indirect costs of \$6,670.00.

The tribal housing program gave us an additional \$100,000.00 which also served the elderly and the disabled. Each program received \$43,330.00 for construction. Indirect costs totaled \$13,340.00. These funds were also used for EMERGENCY repairs only. The work was the same as the tribal funded programs. Under the HSG UNRESTRICTED ELDERLY program, we served 21 applicants, at an average cost of \$2,063.34. Under the HSG UNRESTRICTED DISABLED program, we served 28 applicants at an average cost of \$1,547.50.

Under the Indian Health Service program, the total funding was \$193,630.75. The regulations require Archeological clearances and U.S. Fish and Wildlife Environmental Reviews on each site. This delayed the progress of construction by about 9 months. This was due in part to a change in I H S personnel. These funds helped us to supply septic tanks, drain fields, wells, complete water system hookup to the homes and also community water and sewer connections. To date we have drilled and hooked up a total of 6 wells and water systems, also 11 septic systems and 2 community sewer and water hookups. We have two more jobs to complete under this project. Under the BIA HIP we were funded for 2 new homes (\$68,061 and \$46,838) and a category "b" rehab project (\$10,618).

### **Inventory – Olga Peters, Manager**

In order to respond as quickly as possible to the repair needs, Housing maintains an inventory of commonly used supplies. At year end, the inventory was valued at \$174,443. A new system has been implemented to track major appliances. We are looking at the possible use of a computerized bar coded inventory system to further assure the security of our inventory. This department also manages a tenant "tool closet" that provides tenants with lawn mowers and weed eaters for a small refundable fee. Items must be returned in good condition in order to get the fee refunded. Tenants may also get other supplies, such as paint, at no cost, to keep their homes in good condition.

### **Administration**

Major changes in administration occurred in FY07. A new director was hired, the executive secretary position was eliminated in favor of a more affordable clerical position, the in-house security position was eliminated in favor of assigning these duties to a certified police officer whose services are already contracted for with the Tribal Police Department, the supportive services manager position was eliminated in favor of an accountant who will work closely with the Tribe's Finance Department, and finally one of the resident counselor positions was eliminated. These changes were achieved through attrition. Except for the executive secretary position, no one was laid off. As other staff left their positions, organizational changes designed to be more cost effective and promote efficiency and compliance have been implemented.

### **Future Plans**

As a new administration learns more about the housing needs and the potential for addressing those needs, change at Housing should become more apparent to the general public. For instance, Tax Credit projects # 3 & 4 construction phase will begin shortly. As we gain experience in the uses of such potential sources of revenue we will explore submitting new applications. The days of readily available federal Housing funds are gone along with many other types of programs that previously funded the social, health and welfare needs of those in need.

We are looking at expanding our efforts to provide more tenant training geared at helping them to improve their personal situations. For instance, we have recently made preliminary plans to provide training to assist in personal financial health. Tenants should look for and take advantage of these offerings.

I have a personal interest in assuring that Housing responds to the needs of community and other providers. To that end, I will continue to participate in local collaborative efforts that include the participation of MISD, the Tribal Clinic, the Tribal Police Department, Menominee County, Maehnowesekiyah, and many others whose job it is to work in and for this community. I look forward to the day when Housing staff is routinely congratulated by the Menominee Public for the work they do.

## **H**uman Resources Ben Kaquatosh, Manager

### **Human Resources Department**

The HR Department consists of seven staff members and our primary duties and responsibilities are in the areas of recruitment of personnel, training, compensation, unemployment compensation, employee assistance programs, and applicable ordinances that regulate the operation of the Tribe.

### **Law Enforcement & Conservation**

On an annual basis our protection programs are required to perform a minimum of 40 hours of in service training in their respective field of expertise. One of the responsibilities of a Law Enforcement Agency is to ensure that this training is provided to their officers on an annual basis in an effort to ensure that the officers are kept abreast of new techniques and innovations in the training process. Therefore, each agency shall have scheduled training processes that occur throughout the year in compliance with the standards set forth by the government. Menominee has two agencies, our Law Enforcement Division and our Conservation Division, that must comply with these standards. This year, I am pleased to present the fact that we have complied with the provisions for in-service training of both agencies.

### **Employee Development Supervisory Training**

This past year HR conducted some supervisory training through CMN—College of the Menominee Nation. This year we sponsored the training along with two other agencies within the tribe, and they were the Casino and Menominee Tribal Enterprises. The reason for the joint effort was to ensure that we had full classrooms and each entity was given the opportunity to have at least a third of the vacancies for the training that was conducted in three segments. Each entity paid for their expenses and the overall training process was a success. There are more of our personnel who have inquired about future classes and we plan on having more of these scheduled throughout the year. The supervisory training consisted of six courses, one of which was a self assessment process that is a prerequisite for the course. The training resulted in about forty employees being trained in basic supervisory training.

### **Other Training**

Throughout the year Human Resources has conducted one/half day workshops on the disciplinary process, conflict resolution and other workshops that were asked by certain departments. These workshops are interactive along with lecture style process of teaching. The feedback from the participants is excellent. We will continue to perform these in the future.

### **Personnel Policies & Procedures**

Our Tribal Legislature approved the policies and procedures and they became effective as of February 11<sup>th</sup>, 2007. This policy had been reviewed by an HR work team comprised of managers and employees and ultimately forwarded to an outside contractor for review. This outside contractor was a law firm that specialized in Labor Law, they spent many hours on the review and comments of the policies. After this occurred, the policies went to the Governmental Affairs Committee for final review of all the policies. A special thanks goes to this committee as many meetings were conducted on the policies until we felt that the policies were the type of policy that would be user friendly but fair and equitable in some of the rules and regulations of the policy. Ultimately, the Menominee Tribal Legislature approved the policies of the tribe. After the policies were approved, the Human Resources Department conducted numerous meetings throughout the organization on the orientation process of the policies. There were a number of departments that wanted special sessions conducted for their group and the accommodations were provided to these departments.

## Statistical Data

The Menominee Indian Tribe had 185 openings with 1,717 applicants and there were 985 interviews associated with these openings. Suffice it to say, there were about 1,532 people who received rejection letters in this process.

Random Drug Positives.....this year we had 322 random tests performed on our staff. For the year we had (6) positive tests for Marijuana and (3) positive tests for Cocaine. In comparison to last year, we had (6) positive tests for Marijuana and (7) positive tests for Cocaine. Our new policies and procedures incorporated a new policy that declared the Menominee Indian Tribe as a zero tolerance employer for illegal drugs. This policy went into effect as of February 11<sup>th</sup>, 2007. One can only speculate the reason for the lower numbers this year vs. last year on the random testing process. We also included a feature that allows for hair follicle testing in addition to the urinalysis testing process. From a statistical basis, our numbers are average and lower than the norm for the number of people employed with the tribe.

Employee Assistance Program (EPA) – our administrative referrals this year were (18) employees vs. (22) from last year. We had self referrals this year of (10) vs. (10) from last year. Our EAP program can offer assistance in a variety of areas including Gambling issues, AODA issues, Family issues and Mental Health issues. We have assisted our employees in every aspect of the Employee Assistance Program this past year.

## Employee Diversity

The total number of employees at the end of the fiscal year is at 710 employees. Our diversity within the tribal structure is as follows:

488.....Females  
222.....Males  
24.....Descendents  
473.....Menominee Indian Tribe of Wisconsin  
17.....Other Tribal Members  
13.....Spouse  
183.....All Others

# **I** Information Technology

JD Shatswell, Director

## Our Mission:

*“To increase the productivity of employees utilizing information technology within the Tribal structure, we are dedicated to providing personalized solutions, assistance, and consultation to all Tribal employees in the areas of training, programming, and technical services.”*

The Information Technology (IT - formerly MIS) Department is an internal services department within the Menominee Tribal structure that is 100% funded by the Indirect Cost Pool. Earlier in 2007, the Menominee Tribal Legislature approved the renaming of the department from “Management Information Systems” to “Information Technology” which is inline with industry standards. The department is staffed by a team of 15 full-time professionals. The department consists of five functional areas: Database/Programming, Network/Servers, PC & Peripheral Technical Support, Technology Training/Multimedia, and Web/Intranet.

Fiscal Year 2007 resulted in continued growth in the Tribal technology infrastructure. The Tribe continues to realize the value of administrative and functional automation, information sharing and leveraging the use of information technology to enhance virtually every service provided to the people of the Menominee Tribe. The Menominee Tribe continues to be one of the leaders of information technology among Native American tribal organizations, and we are very proud of our technological advances over the past several years. Our focus is to continue to meet the Tribe’s current needs as well as looking into the future to prepare for the technology demands and challenges of the next century.

## Area Summaries

### Database/Programming – Managed by Dennis Sheldon

Programming and database management has taken on several new projects over the course of the year and has designed several new applications including ATF Emergency Checks, Activity Tracker - Chairman’s Office, Debt Collection, Probation, and Recreation. The programming team has also redeveloped many key applications utilizing VB .NET 2.0 as well as ASP .NET 2.0 and Microsoft SQL Server for improved performance and data integrity.

The applications included with the redevelopment process include Grants, Loan Fund, Procurement, Surveillance, Time Cards and Vehicle Registration. Currently, the programming team supports around 50 databases and database applications and that number continues to grow. Recently, we obtained permission to retrieve limited information from the Finance database that will allow us to streamline many of the Tribe's automated processes. This project is currently a work in progress with anticipated completion by the end of the calendar year. The programmers continue to work with all departments to develop applications that allow for better sharing of information and minimizing the duplication of efforts.

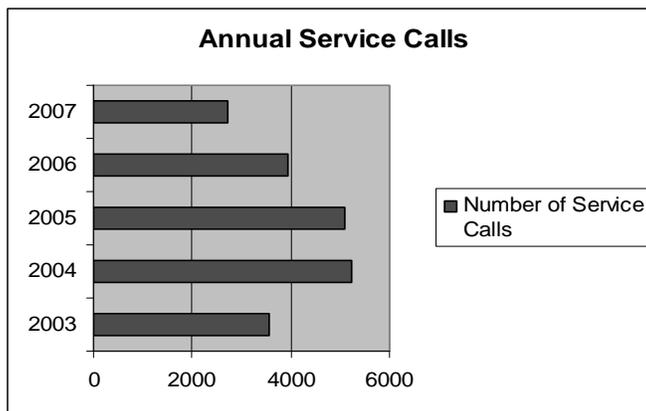
**Network/Services** – Engineered by Andrew Westphal

Network Engineering supports four domains comprised of 18 sites, 54 servers and over 600 workstations. These four domains are linked together through a wide area network (WAN) of fiber cable, T1 circuits; DSL based virtual networks, routers, and switches. After a period in which server hardware expanded to many of these sites, new and emerging technology is allowing IT to centralize equipment for better support and utilization.

Network uptime is key to providing staff the services they need to do their jobs. To that end, the IT Department in a cooperative effort with the Maintenance Department installed a generator at the core data center at Tribal offices to eliminate downtime due to power problems. This will help keep email, internet, phone, and file access available. In addition, the server consolidation commenced in October 2007, will increase service availability and redundancy. New monitoring, management, and updating software will also help IT staff respond to problems more quickly and proactively.

**PC's & Peripheral Technical Support** – Managed by Sabrina Koon

The IT Department uses a database to track support service requests that are received in various means, including the Intranet, email, phone, walk-ins, etc.. During 2007 there were fewer logged service calls over previous years. This is attributed to Tribal computer users being more familiar with using a PC and several consolidated processes by the department and improved reliability of department's upgraded PC's and network infrastructure. We modified the way service calls are entered. Instead of entering several calls for each PC in a department we enter one service call per department when it comes to address global changes that need to be implemented to the entire department. We also improved how the Help Desk and technical staff handle problems by using our knowledge base to fix some of the issues directly by guiding users through solutions over the phone and by remote connections. During the past year, our department has made great strides to stabilize our network and PC infrastructure which also resulted in fewer service calls. Our Voice Over IP (VoIP) phone system/network has undergone some recent configuration enhancements which greatly improved the quality and reliability of VoIP phone service.



Here is a summary of some of our accomplishments for 2007:

- **IT Satisfaction Survey** – This survey was designed to grasp the thoughts and feelings that members of various departments have with regards to the service provided by the IT Support area and to obtain critical feedback on ways to improve our quality of support services. The survey was created as a .PDF file that was able to be printed and/or emailed to the Service Support Manager for compilation of data and the sharing of results. The department has learned quite a bit from this survey and has implemented changes to support processes as a direct result of feedback from these returned surveys.
- **Computer Imaging** – Menominee Tribal School purchased imaging software to streamline the process of reformatting computers over and over each year to predefined specifications including specialized software to be used in the computer lab and library. They are currently implementing this into their system and their IT staff will use this to create and change images throughout the year to alleviate the stress of a lengthy reformatting process from scratch.

- **LEC Polycom Unit** - The LEC Courts purchased Polycom units so the judges can have a video conference with inmates and their council while in the holding cell area within the jail complex. This system is currently being implemented and will provide added layer of security to the people of the Tribal Law Enforcement Center as well as the Tribal Courts.
- **Inventory** – A goal for 2007 was for the IT Department to make it a priority to update our current IT inventory. In addition to their routine support assignments, the technicians pulled together and diligently worked to take an accurate physical inventory of all of the Tribal asset tags within the realm of the IT Department. Once the physical inventory was complete, all of this data was compiled, verified, and entered into our database. Orphan tag numbers were double checked and purged as necessary. This has greatly improved the tracking and manageability of Tribal computers and peripheral devices.
- **Conservation Trailer** – Conservation Department was moved from their location near the College of the Menominee Nation to a trailer near Forestry Service. This created a unique challenge for the IT Department due to the fact that the trailer did not have network connectivity and an affordable and cost effective solution was not within the Conservation Department operation budget at the time. After some creative thinking, the IT staff ran burial network cable from the Environmental Services building over to the Conservation Trailer at a greatly reduced cost from what was originally quoted by several fiber optic vendors.
- **UPS Installation** - Our department encouraged other departments to purchase battery back-up (UPS) units for their computers to reduce hardware failures during power outages. This is a cost effective and proactive way to prevent hardware issues as well as safeguarding user data files during power failures. It also minimizes the frustrations of computer users that encounter a power failure without a battery back-up. There is a realized FTE savings of about 0.5 days per computer that did not have to be rebuilt as a result of power loss damage.
- **Guard 1 Plus Software** - This software was installed at the LEC jail to keep track of Tribal police officers' locations when they make their rounds to any location within the jail, along with inventory purposes. It helps them manage their time and efficiency. It also logs inventory such as toiletries, clothing, etc.
- **Jail Cameras** – The IT Department along with North Woods Security installed cameras at the Tribal jail for inmate cells, and various rooms, and entry points throughout the facility. Officers are able to remotely view these cameras from any computer workstation. The video unit records camera data that may be needed for evidence purposes in cases of altercations or events occurring in these monitored areas.

**Technology Training / Multimedia** – Coordinated by Wayne Waupoose

Training is offered on a timely basis of two to three training sessions weekly (Tuesday & Thursday and every other Wednesday). Topics ranged from ***Introduction to Computers*** to ***Excel Formula Auditing***. Training also develops customized training solutions to those departments that request training in specialized software or for users that need to learn a specific task. Training is also committed to provide consultation on the generation of documents, forms and computerized solutions to solve a particular need a department will have. The biggest additional need of the Tribe this past year was the conversion/editing of video and audio files created by the different departments.

The IT Training area is dedicated in bringing customized training curriculum and software solutions to the Menominee Indian Tribe of Wisconsin (MITW). In fiscal year 2007, there were ***105 training events*** scheduled for ***35 different areas*** of computer usage. Along with that schedule of events there were ***over 35 non-scheduled events*** covering some of the 35 training areas ***plus another 22 training sessions*** on software and technologies other than the basic 35 training sessions offered in areas that were requested for different departments of the Tribe. The IT Training area also works with Human Resources to provide testing for the employee hiring process. The IT Department has testing software that assesses a client's skill level and provides the needed feedback to the Human Resources Department. In fiscal year 2007 there were ***601 tests*** given for the ***46 different Job Postings***.

**Web / Intranet** – Architected by Andy Allord

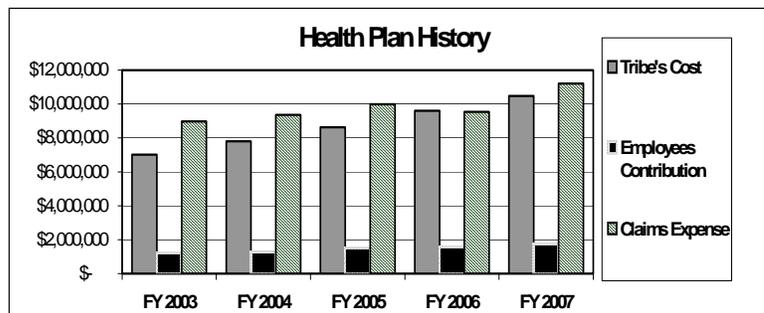
The MITW web site, [www.menominee-nsn.gov](http://www.menominee-nsn.gov) is ranked as Netcraft's top 1% of the 144 million websites worldwide. It continues to realize about a 40% increase in traffic annually. The website continues to go through constant changes and updates and the site is maintained and updated to enhance the visitor's experience.

# **I**nsurance

Dan Maine, Director

The Insurance Department administers and manages the employee benefits, and the property and casualty insurance programs for the various Tribal operations: Tribal Government, Clinic, College, Gaming/Hotel, Tribal School, Maehnowesekiyah, Courts, Law Enforcement, and various other Tribal Programs. Employee benefits includes: medical including prescription drug plan, dental insurance, workers compensation, short term disability, life insurance, and 401K retirement plan. The Insurance Department also handles the Medical Relief Block Grant (G.A.P.) for indigent people and the burial benefits for all enrolled Menominee. Two newly created positions operated through the Insurance Department are the Employee Occupational Wellness Program and the Employee Advocate/Recognition positions.

## **Health Plan**



The Tribe's Health plan is a self-funded plan subject to the ERISA act. A self funded benefit program is one in which we fund for the benefits and administration. If rates are adequately set, and we do not incur adverse experience, we retain any surpluses. The plan continues to improve operating results. The plan year ended with a surplus of \$228280. Total expenditures for the plan last year were \$13,029292.34, this includes claims, administrative expenses and reinsurance. Fiserv Health continues as the Third Party Administrator because of their excellent Disease Management and Wellness Programs. We switched Pharmacy Benefit Managers during the year which helped reduce our prescription drug costs.. The advantage of a self-funded plan is that any benefit dollars not spent remain in an interest bearing account earning dollars to offset the cost of the benefit plan. Tribe, College, and Casino paid \$10,476,436 and the employees contributed \$1,745,602 into the health fund which is approximately 15% of the overall cost. Once again the plan had an inordinate amount of Large Claims (Claims in excess of \$25,000) during FY 07. During the year we had 93 large claims down slightly from the prior year in which we had 63. These claims accounted for \$6,093,406 in claims expense or 51% of the total medical claim expense.

The expense associated with the Tribe's health plan includes administrative and claims expense. It is important to insure that the benefit plan is being administered according to its plan document. The administrative expense was \$242,306 paid to the third party administrator, currently Fiserv Health located in Wausau, Wisconsin. The claims are paid out of the Self Funded Account funds.

During the period covering 10/01/06 – 09/30/07 the Menominee Indian Tribe had an average total of 827 employees covered under the health plan. The total paid for claims from the Self Funded Account for this period was \$12,035,465.53. The average paid claims for each employee and/or including family members per month was \$1,212. This compares with the prior year in which total employees averaged 822, and the average paid claims per member per month were \$967.

Innoviant was our prescription drug vendor for FY06. During the period of 10/01/06 – 09/30/07 the total paid for prescription was \$1,441,580 compared to \$1,084,442 last year. It should be noted that Innoviant has indicated we have a high utilization of generic drugs (over 60%) which holds drug costs below the averages for a group our size. The total for administration fees was \$1,075.

The Tribe once again utilized WPPN now called Health EOS as its preferred provider organization. The Tribe pays an access fee to WPPN each year. This year the access fee paid to Health EOS was \$30,541 for the plan period 10/01/06 - 9/30/07. This provided the Tribe with a managed care savings of \$1,611,182.

### Life Insurance

Life Insurance is provided to all full-time employees at one times their salaries. Accidental Death and Dismemberment coverage is also provided at one times the salary. An employees spouse is covered at \$2000 and dependent children are covered at \$1000. The life insurance is a very good benefit at *no cost* to the employees and the dependent coverage is self-funded through the Tribe. As of 09/01/06 our group insurance carrier has been **Unimerica Life Insurance Company**. Our rates remained the same on 09/01/06 at .22 per \$1000. From the period of 10/01/06 - 09/30/07 the total cost for life insurance coverage for all Tribal, College and Casino employees was \$63,592. Employee's can also purchase additional life insurance, spousal life, dependent life, and Long Term Disability on a voluntary basis paid by the employee.

### MRBG/GAP Medical Plan

The Tribe receives money from the State of Wisconsin for a Medical Relief Block Grant. This money is used to fund a health plan for those participating in the General Assistance Program. For 10/01/06 – 09/30/07 the plan covered 227 participants throughout the year an average of 33 per month. The amount paid in claims was \$161,876. Administration cost of \$9,000 was paid to Fiserv. \$31,618 was paid for Reinsurance to protect the Medical relief Block Grant monies from a large single claim. The stop-loss level was \$50,000. The small number of participants was due to the GAP program not being funded for a portion of the year, although we were able to utilize the entire funds provided in the Grant.

### 401K Retirement Plan

The asset manager of the Menominee Indian Tribe's retirement plan was Interactive Retirement Systems with Nicolet National Bank becoming the Plan Trustee. These changes were approved by the Legislature to hold down cost and improve plan performance. Through Nicolet the plan can access more than 5,000 mutual funds. By moving to Nicolet, we were able to improve the plan investments offered to participants.

The entities in the Tribes 401k retirement fund include all Tribal employees and Casino employees. The College has a separate account. There are currently 1057 participants in the 401k plan, compared to 931 last year. As of 9/30/07 our plan assets totaled \$18,101,854 compared to a plan balance of \$14,081,041 at 9/30/06. This is a 29% increase in plan assets.

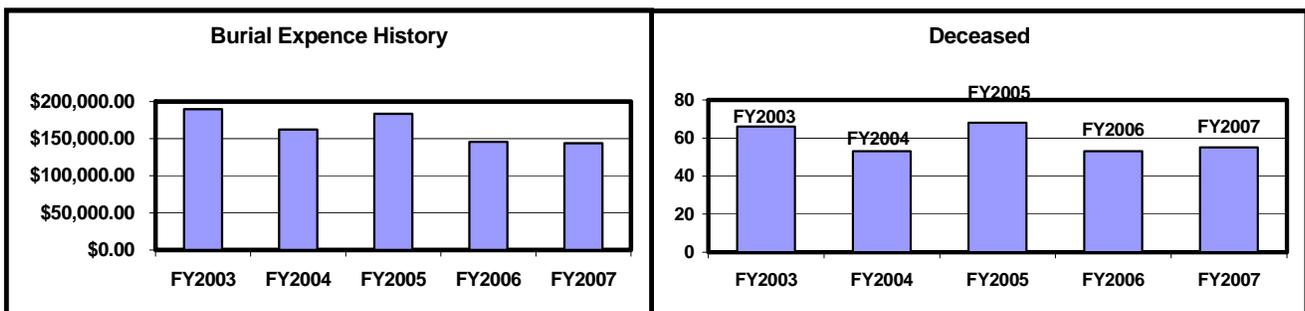
Interactive Retirement mails the quarterly statements directly to the employees. The participants continue to have twenty-four hour access to accounts through the Internet at [www.interactiveretirement.com](http://www.interactiveretirement.com) or through the Voice Response System at 1-800-506-4305 on the phone lines. Distributions still require filling out the forms through the Insurance Department.

### Worker's Compensation Plan

The tribe continued the self-funded worker's compensation plan this fiscal year and Berkley Risk Management, Minneapolis, MN remained our third party administrator for the plan year. Medical claims were \$65,918, indemnity paid \$19,161 and expenses paid \$298. Reserve account (what we expect to pay) was \$128,524. Total cost was \$214,704.

### Burial Benefit

The burial insurance benefit is a self funded benefit, managed and administered completely by the Insurance staff. Under this benefit, a \$3,000 burial assistance and a \$125 wake assistance benefit are provided to families of deceased tribal members. This year the benefit assisted 55 families providing \$149,515.35 of burial and wake assistance. In previous years the budget allocation was based on the average costs of the past five years, this year the allocation was a fixed amount with the excess coming from the earnings on the Burial Endowment.



### **Property Insurance Coverage**

Tribal First was the insurance broker/agent for all Tribal property. The property was insured through Affiliated Factory Mutual. The casualty insurance including the Tribal government, Casino, and College was placed with Lexington Insurance in their Sovereign Nation Insurance Program.

### **Menominee Indian Tribe**

For the period 10/01/06 to 9/30/07 the annual premium was \$211,118. Coverage included property, general liability, automobile, inland marine, law enforcement liability, employee benefits liability, public official's liability, medical malpractice, and commercial crime. During this period losses were minimal.

### **Menominee Casino, Bingo and Hotel**

For the period 10/01/06 to 09/30/07 for the Menominee Casino is also insured with Affiliated Factory Mutual and Hudson Insurance. Coverage includes property, general liability, inland marine, automobile, umbrella, boiler & machinery and commercial crime. The annual premium for the policy term was \$106,350.

### **Tribal Housing**

For the period 10/01/06 to 9/30/07 the Housing Authority's premium for the fiscal year was \$126,547. The Tribal Housing Insurance Program for tribal housing is through the Amerind Tribal Housing Program. This is a pooled program for property and liability coverage for tribal housing programs throughout Indian Country. Boiler Coverage is now included in the Amerind Program. Coverage was also secured for the 515 Units under the Amerind Community Shield Program for a premium of \$2,883. Coverage was also obtained for the Tax Credit Units of which there are 19 units for a premium of \$8,185.

### **EMPLOYEE ADVOCATE PROGRAM**

The goal of the Employee Advocate Program is to help employees and managers achieve a win-win outcome and enhance their working relationship. Our perspective is neutral and our role is to make sure both parties state their issues in a way that is clear and complete. Here are some things that the program can offer:

- Clarify relevant rules and guidelines
- Provide coaching and guidance in how to approach issues positively.

**Conflict/Resolution:** Provides a responsive, informal, confidential, effective, and inexpensive means of resolving conflict as an alternative to formal proceedings. This would be a first step in resolving conflict between employees through positive discussion, mediation, conflict/resolution, or other appropriate methods in a timely manner.

The department has helped around 15 employees with conflicts they were having with a supervisor or co-worker. In some cases, HR was involved in some of the mediation meetings. In other cases, the employee felt comfortable to coming to the employee advocate to discuss their concerns. We came up with solutions to some of their problems and the employee felt less stressed leaving the office.

When someone request assistance, and believes their position appears to have merit based on the information they provide the employee advocate with feedback to help employees and managers make informed decisions. The program treats all concerns with the greatest discretion and respect, and maintains confidentiality to a degree that is necessary. This program also provides departmental consultation and counseling to all employees as related to Tribal policies and procedures, applicable employee laws, and complaint procedures and/or grievance procedures.

**Other Services Offered:** The Employee Advocate Program plans to offer a variety of programs that include the following:

- **Incentive Program:** Designed to motivate desired behaviors among the people who impact our businesses throughout the Tribe. A few examples include:
- **Employee Recognition:**
  - Reward Years of Service — throughout this past year, 110 employees received employee recognition gifts. Most received jackets or sweat suits or Chamber Bucks. Employees also received a certificate and a recognition letter from the Chair.
  - Recognize Achievement
  - Attendance Recognition
  - Teamwork Recognition/Leadership
  - Customer Service Recognition
  - Employee of the Month—currently working on this and trying to figure out how to structure it.

- **Christmas Door Decorating Contest** – Employees really got into this contest this past year. There were two categories and two departments that won a free pizza party. Suggestions are already being received for this years’ door decorating contest from employees. We believe this helps build some morale within the department and also emphasizes team work on their part.
- **Employee Morale Program:** Designed to enhance Employee Relationships, Company Communication, Employee Input, Personal & Professional Growth, Fulfillment and Employee Spirit.
  - Examples of employee morale events include: Creating Spirit Teams, Team Building, and Departmental Communication.

The Employee Advocate conducted an Employee Morale Assessment to all departments. This assessment gave the program a better idea of where each department needs assistance in building Employee Morale. But one challenge faced was that we only received one or two assessments were returned; results were provided to departments that did return completed surveys.

**OCCUPATIONAL WELLNESS PROGRAM**

In September of 2005, the Occupational Wellness Division of the Insurance Department started the Path to Health Wellness program. The purpose of the program is to promote and educate the employees of the Tribe, College, and Casino about healthy living, disease awareness, and injury prevention.

The Occupational Wellness Program focuses on educating, motivating, and supporting the employees as they maintain or change to a healthy lifestyle. The program provides the necessary interventions for decreasing risk factors that can lead to disease. The program promotes a variety of wellness options such as, community programs, onsite programs, virtual programs and telephone based services.

The Goals of the Path to Health program are:

1. Assess the health risk factors of the insured employee/spouse population annually.
2. Encourage all employees and spouse to get an annual physical exam.
3. Decrease the number of risk factors in high risk individuals and provide programs that will help employees change high risk behaviors.
4. Provide services to help manage diseased employees/spouse.
5. Motivate healthy low risk employees to maintain their health status.
6. Increase physical activity in the employee population.
7. Increase awareness of major health issues, disease prevention, and injury prevention.
8. Decrease health care spending on unnecessary medical visits and preventable diseases.
9. Provide healthy food options for all employees.
10. Develop an incentive program to motivate employees to participate in wellness efforts.

In September of 2006 the Occupational Wellness Program received a 3 year Indian Health Services grant. This grant funds an additional wellness employee and supplies for the programs offered. In February of 2007 an Occupational Wellness Educator was hired to assist the Occupational Wellness Manager.

The Path to Health program provides monthly activities and events to encourage all employees to live healthy. A monetary incentive is provided to Insured employees to participate. The additional services offered to insured employees is geared at helping reduce health care spending by encouraging employees maintain good health.

This year the following incentive was offered for 2006/2007:

Health Risk Assessment.....	\$25
Physical Exam/ Preventative tests.....	\$25
Wellness Activities .....	\$50

***Note: Paid out in Dec. 2007***

The 2<sup>nd</sup> Annual Health Risk Assessment (HRA) was offered to insured employees/spouse in October 2006. A \$25 incentive was offered. This year we did not offer diagnostic testing. Employees were asked to self report test results taken at their physical exam. 379 insured members participated. The purpose of the HRA is to educate employees about their health. They will learn if they have risk factors that can lead to disease. Also, the HRA can help employees with a disease learn how to change their lifestyle. The HRA data is used by the Insurance Department and the Occupational Wellness Program. This data helps predict future health trends and changes in lifestyle. Also, the data from the HRA is used to report statistics to grants for compliancy.

**Disease Management**

The Disease Management portion of our program focuses on helping Insured employees and family members manage their condition through education and support. This program is done over the phone with a nurse health coach.

**Total Management: Participation Counts**

<b>Condition</b>	<b>Current 3<sup>rd</sup> Quarter</b>
Congestive Heart Failure .....	9
Coronary Artery Disease .....	37
Diabetes .....	140
Chronic Obstructive Pulmonary disease .....	17
Asthma .....	37
Hypertension .....	146
Depression .....	12
<b>Total Managed Members .....</b>	<b>398</b>

**18.8%**  
Percent of members  
having one or more  
managed conditions in  
the 3<sup>rd</sup> quarter

**Telephone Intervention Programs- Disease Prevention and Management**

Fiserv Health provides our telephone based intervention programs. Telephone based health coaching was offered in the areas of Health/wellness, Disease management, and Maternity management. Members that filled out the Health Risk Assessment were contacted by mail and phone about their eligibility for the programs. Individuals with risk factors were assigned a health coach for risk reduction. This process includes scheduling of intervention phone calls, goal setting, and an exit survey after the last intervention phone call. All members identified with risk factors or diseases are mailed quarterly health information updates.

<b>Fiserv's Program</b>	<b># qualified</b>	<b>#participants</b>
Health and Wellness .....	174	88
Disease Management .....	398	69
Maternity Management .....	x	21 (Since October 2005)

**Health Promotion**

In an effort to educate the employees on various health topics, a quarterly newsletter was mailed to all insured households. Throughout the year, we focused on few important national health observances. For example, in Nov., we celebrated "Great American Smokeout" with a luncheon and prize raffle. 41 employees participated. In December, "Don't Spread Germs" campaign was promoted through emails, flyers, and posters. During Diabetes Awareness month, emails were sent out with Diabetes prevention tips and information about the American Diabetes Association. As part of Nutrition education, Holiday eating tips were sent by email and posted in departments. Also, during the summer months, emails and flyers about extreme heat safety was posted.

All employees are welcome to participate in Occupational Wellness on-site activities and programs. Group classes were held for 10-12 weeks. After, follow-up support groups were held along with weekly motivational emails and phone calls. Many programs offer fun prizes upon completion. This year the following were offered:

- Smoking Cessation – Smokeless
- Health-life Weight – 12 Week Program
- March Madness Nutrition
- America-On-the-Move Pedometer Program
- Group Exercise Classes
- Stress Management Lunch and Learn
- Quarterly Blood Pressure Measurements
- Private Weigh-ins and Consulting
- Step-more Matters Nutrition Campaign
- Women's Health Lunch and Learn
- Private Fitness Consulting
- Feel Like a Million Stress Program
- Alcohol Awareness Promotion
- Men's Health Education
- Employee Health and Fitness Picnic
- Breast Cancer Awareness Education
- Ergonomic Office Evaluations
- Self-care Education

The Second year of the Path to Health program was very successful. We added several new services and had good turnouts in our onsite and telephone based programs. There is a strong interest in wellness and we plan continue to develop programs that work for our employee population. A wellness committee is in the planning for 2007/2008 program year.

### Presentations

December 2006- Ann Marie Berg presented the Occupational Wellness Program with Fiserv/Avidyn Health at the 2006 Disease Management Association of America (DMAA) Conference in Denver Co. Our program was selected to be part of an Employer Tool kit on Wellness and Disease Management. This tool kit was designed to help employers navigate the many choices for wellness and disease management in the work place. This tool kit went out to DMAA and NAM (National Association of Manufacturers) members.

August 2007- Ann Marie Berg and Leslie Hahn presented the Occupational Wellness Smoking interventions at the quarterly meeting for the University of Wisconsin Center for Tobacco Research.

### Evaluation

In conclusion, each year a needs assessment is planned to look at data from three main areas: Insurance Claims, Interest Surveys, and from our Annual Screening and Health Risk Assessment. This data will be used to determine the success of the services offered and what direction we need to take in the next year.

### **SUMMARY AND GOALS**

The Insurance department has gone through numerous changes in this past fiscal year. The Insurance Department consists of Dan Maine, Insurance Director who reports to the Tribal Chairperson. The staff consists of seven individuals: Sue Blaha, Deb Reiter, Edey Escalante, Carey Wabenascum, Ann Marie Berg, Leslie Hahn and Bridgett Miller. Ann Marie is the Occupational Wellness Manager and Supervises Leslie Hahn under an Indian Health Services grant. They both work to improve the overall wellness of employees. Bridgett was hired as the Employee Advocate to improve employee morale and productivity. Sue and Debbie work primarily with the Casino, however all of the staff works with all employees concerning employee benefits, and property and casualty insurance issues.

Effective October 1, 2006, the health plan changes were: Implementation of the Wellness Program for all employees including wellness and disease management, transition to Fiserv as the Third Party administrator for Health, and the transition to Delta Dental for administration of dental claims. The employee contribution was raised to \$111 per pay period for Family coverage, and \$54 per pay period for Single. The Dental plan remained 100% employer paid.

Other changes that took place prior to the end of the fiscal year that will impact benefits on a go forward basis were as follows: Holding the Annual Benefits Fair in which over 575 employees participated, and getting the Health Plan on a sound financial footing generating a surplus in excess of \$228,280.

We made great progress in getting the Health Plan on a sound financial basis going from a break even basis to a surplus. We still need to work on getting down the large number of high dollar claims over \$25,000. The Wellness Program began this year to improve the health of employees. We are still experiencing large claims in excess of \$25,000 which account for over 51% of the health plan budget. In FY07 the Health Plan had 90 claims in excess of \$25,000. In FY06 there were 63 claims in excess of \$25,000.

During 2007 the Insurance department accomplished a number of its goals. We implemented enhancements to our Wausau Benefits Wellness and Disease Management programs. We took the necessary steps to get us in compliance with the HIPPA regulations. We improved the asset base of the 401K plan. On a go forward basis our goals will be to improve on-line capabilities to better serve the needs of the employees, and will be implementing reimbursement of in-hospital charges at Medicare Like Rates for Contract Health eligible employees which should improve on the surplus position of the Health Plan.

# **I**nternal Audit

Judi Hegewald, Interim Director

The Internal Audit Department was established in 1996 as a response to the Tribes needs resulting from the increasing size and complexity of the Tribal organization.

## **Staff**

- **Acting Director, Judi Hegewald**
- **Staff Auditor, Regina Prey**

*Note: Internal Audit did not have any employees from November 2005 to May 2006.*

## **Mission Statement**

Our mission is to ensure that departments are effectively performing their obligations in helping the Menominee people which they serve. We will:

- ⊕ Focus on reviewing contracts and grants for compliance, financial review of Tribal activities and the review of program performance to assist management in the effective discharge of its responsibilities.
- ⊕ Treat all department personnel and public with respect.
- ⊕ Perform our audits in a supportive, honest, and trustworthy fashion.
- ⊕ Conduct investigations with the intent of protecting Tribal resources.

The following are the general types of audits conducted by Internal Audit:

- **Financial Audit:** The review and testing of the reliability and integrity of financial information and the systems which deliver this information.
- **Operational Audit:** The review of the economy, efficiency, and effectiveness of administrative operations.
- **Compliance Audit:** The review and testing of the organization's compliance with statutory, regulatory, and internal policy requirements.
- **Management Information Systems Audit:** The review and testing of computer systems which process financial and non-financial information to assure the integrity of that information.
- **Investigative Audit:** The review of activities targeting irregularities, their magnitude and rate of occurrence. This includes reports of Improper Activities.
- **Internal Consulting:** One-time assignments and special assignments given to the IA.

The maintenance of internal and operating controls is the primary responsibility of the operating management of the Tribe. Internal Audit functions in a review capacity only and has no authority to enforce compliance with recommendations made. The review/audits made by Internal Audit do not relieve others in the organization of their responsibility to develop, establish, and maintain adequate internal controls.

From evaluating risks to analyzing operations, Internal Audit's job is to supply objective analyses, suggestions, and recommendations based on the results of their audits.

## **Fiscal year 2007 Activities**

During Fiscal Year 2007, Internal Audit completed the following:

- Two complete Program Audits.
- One Management Information Systems Audit.
- Four Cash Receipts Audits.
- Eight Investigative Audits.
- Review of policies and procedures and consulting for five departments.

# **J**ohnson O'Malley

Pat Tourtillott, Director

The Menominee Johnson O'Malley program is operated on three (3) main goals: the Bureau of Indian Affairs as stated in P.L. 93-638, the Tribal goal, and the JOM office goal. They are as follows:

- 1.) The main goal as stated by the Bureau of Indian Affairs is "To meet the specialized and unique educational needs of Indian students attending Public Schools on or near the Menominee Indian Reservation, who are three years of age 3 to grade 12 and have one-quarter (1/4) or more Indian blood;"
- 2.) The main Tribal goal throughout the year is "To improve the median educational level of the Menominee people from 9.2 years to 11.9 years by offering programs that are supplemental to regular public educational programs and by providing financial assistance to those students who are unable to meet the extra incurred costs of obtaining a full educational experience in the system;" and,
- 3.) The goal of the Menominee JOM office is "To provide the educational services that will have the maximum number of eligible participants". We will continue in FY 2008 to find ways of expanding the service output to the Menominee Community, and look into new ideas in dealing with the findings of our Needs Assessment.

The Johnson O'Malley program has been in existence for over 30 years and is designed, as defined by P.L. 93-638 (mentioned above). The program is relied upon by many families and in FY 2006 alone, the program provided 9,319 services to our youth. Unfortunately, in early February 2007 the Tribe was notified that JOM had received substantial cuts in federal funding, only to receive one third of 2006 allocation for 2007, this was to be our first and final allocation for FY 2007. Since October 01, 2006 the JOM program has accepted parental cost items such as: athletic shoe reimbursement receipts, instrumental rental receipts, cap & gown fees and ACT testing fee requests; sadly, there were no funds to reimburse these parental cost items. Several school trips, athletic/academic camps were also turned away due to the limited funding in 2007.

As Federal support for JOM continues to wane, as evidenced by the President's FY 2008 budget which has completely eliminated federal funding for JOM, a Tribal Budget for 2008 was submitted to the Tribe. As the JOM doors were scheduled to close April 27, 2007 we received word of a second and final BIA allocation that would be received on May 15, 2007.

For F.Y. 2007 the JOM program received a total of \$96,241 from the Bureau of Indian Affairs. This is a 75% (\$31,783.75) reduction from the FY 2006 Federal Budget. The major cuts in the JOM budget meant the closing of the after school resource centers in Keshena, South Branch, ¼ salary of the Keshena Librarian, lay off of JOM staff and one secretary. We were limited in paying the parental cost items such as: Instrument rentals, athletic/academic camps, shoe reimbursements, after school/summer Arts & Crafts projects have ended, summer activities were not scheduled for 2007, and the Johnson O'Malley Senior Recognition Banquet was not held.

A total of 5,730 service units were provided in FY 2007, this is under our projected 10,380 service units by 4,650 services to youth. Through collaborative efforts we were able to provide services with Menominee Indian School District, College of Menominee Nation, Gear Up Program, Adolescent Health, Menominee Tribal Police Department, Tribal Recreation, Youth Development and Outreach, Jobs Training Program, Menominee Tribal Clinic, etc. By collaborating with other departments we are able to provide more services to our youth and community.

For 2007 we were able to provide the following service units:

- Back To School Powwow (80 participants)
- Coats for Kids coat drive (123 distributed)
- Participated in the County Library after school program Oct-February 2007 (6,657 participants)
- Toys For Tots (954 distributed)
- Breakfast With Santa (795 participants)
- University of Oshkosh campus visit for MISD students
- Mother/daughter/Auntie/dad Sewing projects in two communities: Neopit and South Branch (66 participants)
- Annual College Career Day in October and March (367 students participated)
- Annual Community Easter Egg Hunt (330 participants)
- 3-on-3 Basketball Tournament (135 participants)
- Mock Car Crash (350 Participants)
- Youth Olympics were held and school supplies were provided (334 participants)
  - Remaining school supplies were distributed to the South Branch Community, Woodland Boys & Girls Club, and Maehnowesekiyah Wellness Center for anyone that needed school supplies before school started.

JOM was also able to provide a six week work program for 20 youth interview technique training was held, interviews were conducted, and summer youth workers completed a one-on-one resume writing training and left the six week program with a portfolio. Again the six week summer youth work program was very successful.

JOM Expenditures for F.Y. 2007 was Tribal Funds \$12,932.52, Special Project Fund \$1,493.57 and BIA Expenditures was \$87,271.17.

## **Language And Culture Commission**

Rose Wayka, Director

It is the mission of the Menominee Language & Culture Commission to reaffirm and fully implement all provisions of the Menominee Tribal Ordinance 96-22. This mission will be accomplished by the promotion, protection, preservation and the enhancement of the Menominee language, culture, history and traditions. Furthermore, the Menominee Language & Culture Commission will recognize all applicable federal, tribal and state laws, mandates and orders.

The Menominee Language & Culture Commission was established to provide and promote the revitalization of the Menominee language, history, traditions and culture and learning opportunities for Menominee children and families to include the early childhood ages, adolescent, teens and throughout the adult years.

The Menominee Language is a gift from the Creator to the Menominee people and should be treated with the greatest of respect. Along with language, the Menominee have a distinct culture that identifies the people only as Menominee. There is no other body of people in the world who can be recognized as Menominee. The Menominee today are descendants of the original people and are the ancestors of those who have existed in their homeland for thousands of years.

Traditional and cultural values should be instilled in tribal members so that each Menominee, beginning with the youngest and continuing throughout the adults years. By doing this, the Menominee Nation will be stronger culturally and spiritually by appreciating and enjoying all that the Creator has provided for us.

With the task of preserving Menominee Language and culture, a nine-member committee was established. By creating the Commission, whose members are appointed by the Tribal Chairperson, the Menominee identity can be kept for our children today and for generations to come. As a Menominee, you can be proud of your language, history, traditions and culture by knowing these as individuals and families, and be proud that as a people we can exist as Menominee for years.

To aid in the preservation and promoting of Menominee language, history, traditions and culture the Director and/or Commission elder members were involved with many different community agencies, tribal and education programs. This was done by assisting with the incorporation of language and culture into various community agencies that involved our youth, teens and adults.

### **Menominee Language Curriculum**

The Director held ongoing meetings with the current Menominee language classroom teachers and the curriculum coordinator from the Menominee Indian School District. This working group discusses the curriculum that should be taught in the area of language, culture and history for the students of reservation-wide educational facilities. As this project is completed it will be an excellent guide for the language classroom teacher to utilize in the planning of teaching lessons for the children. This will allow for more conformity as the children will learn much of the same language and the goal is for these children to be comfortable using this language in the community as they can converse with elders, teachers and peers.

### **Menominee Language Teacher's Sessions**

The Director and Commission elders meet with the classroom language teachers weekly to share ideas and discuss issues related to language teaching in respective classrooms. Also, this provides an opportunity for the teachers to share and to give advice on the best practices for classroom management and even on behaviors of the children. The elder speaker is utilized to build the Menominee teacher language speaking skills as part of these weekly meetings. Also, the teacher can obtain language vocabulary for weekly lesson plans. The teachers meet each week to enhance language skills as a group and are encouraged to use in the community.

### **Maehnowesekiyah Language Class**

The Commission Director was requested to conduct a language class at the Maehnowesekiyah Wellness Center. This request was honored because the intent was to raise client awareness of their identity as Menominee. The clients were able to learn some Menominee language up until their release. The Director enjoys working with this group of adults because they are very enthused about having the opportunity to learn some of the language.

### **Menominee Winter Round House**

The Round House was held at the Keshena Primary School small gym for eight weeks. Each week two different community drums, speakers and/or storytellers were invited to share songs, stories and words of encouragement with those in attendance, along with pot luck meals. One difference is the children from the Menominee community were asked to give a presentation and all the children did an excellent job. At the final session all drum groups were invited back to have a mini pow-wow and the Menominee Veteran's Association were requested to participate by closing out the end of the Round House. The attendance is steadily increasing and community members are anxious for this event because they ask "when does this event begin again."

### **Community Talking Circles**

The Director assisted with the coordination, along with a Menominee counselor from the Maehnowesekiyah Wellness Center, of the circles. One Sunday morning was set aside each month to have the females come and share in confidence whatever the female wishes to discuss and to enjoy a breakfast brunch together. Females from outside the community and neighboring tribes also came and participated. These circles are attended by the youth and invited to come.

### **Menominee Elder's Pow-Wow**

The Commission was able to have the annual elder's pow-wow at the Menominee Indian High School. Many elders from the community were in attendance and several came in their traditional clothing. The Commission likes to host this event because it gives tribal members an opportunity to participate in a social, positive, alcohol and drug free event. Those who participated were able to share in a traditional meal, pow-wow, and give-away. This event is always a highlight for the Commission members to plan to honor our Menominee elders who have the opportunity to visit their friends and relatives who they may not get to visit on a regular basis during the year.

### **Menominee Language Teacher Certification**

The Commission was able to re-certify Menominee individuals as language and culture teachers. These individuals come and meet with other teachers to learn more about the reading, writing and speaking of Menominee language. As they become language certified the individual is able to become a classroom teacher.

### **Menominee Science Curriculum**

The Commission approved a culture based Science research project that includes the planning of a Science curriculum and previous research has found that Menominee children have an advanced knowledge in the Science related field due to the forest and ecological environment that they are exposed to and are familiar with because of the Menominee forest. At summer school at Menominee Tribal School children were exposed to hands on projects and field trip activities as part of the curriculum. Several Menominee adults have been involved with this project because of their expertise with knowledge of the forest and environment on the reservation. This is an excellent program because the teachers are tribal members who can share knowledge with the children.

The Commission elders and director has been requested to assist with many more activities related to Menominee language and culture with various tribal agencies that include youth, adults and elders. The Commission can not accommodate every request but is willing to help out in several ways as time and health allows for the elders that are members.

# **L**aw Enforcement

Mark Waukau, Chief of Police

During Fiscal Year 2007 the Menominee Tribal Police Department continued to provide law enforcement services to the people throughout the Menominee Indian Reservation. The Menominee Tribal Police Department continues to enforce Tribal, Federal, and State laws that are applicable as well.

With the services of Mark K. Waukau Sr. as Police Chief for the Menominee Tribe, Law Enforcement Services maintains the commitment of being proactive in our communities as well as providing schools with education and awareness pertaining to the dangers of alcohol and drugs. By working together with several agencies who share these responsibilities, we were able to do a Mock Accident Scene which showed our youth, who are at a vulnerable age in their lives, the reality of what a community deals with when a tragedy such as this occurs. Through the efforts of the LES administration, the Indian Highway Safety Grant was secured back into full operation. The department was able to hire a full time officer to implement the program. With the approval of the Tribal Legislature, Sobriety Checkpoints were established and conducted on the roadways to target the increasing problem of OWI.

Several other key projects that took place were the securing of funding through the Wisconsin Department of Justice to implement the NADGI (Native American Drug And Gang Initiative) Task Force.

Tribal Police Departments throughout the state worked diligently with their respective tribal councils to seek approval, allowing each agency to become part of this initiative. Since we are faced with the reality that Indian Reservations throughout the country are becoming targets for drug and gang activity, it was essential that the police departments also become part of an intelligence system offered by the state to track these activities. The collective agencies also received notification of a grant award that allows the ability to target our communities with education and awareness on the dangers of methamphetamine, which is increasingly devastating the lifestyles on some of our reservations as well.

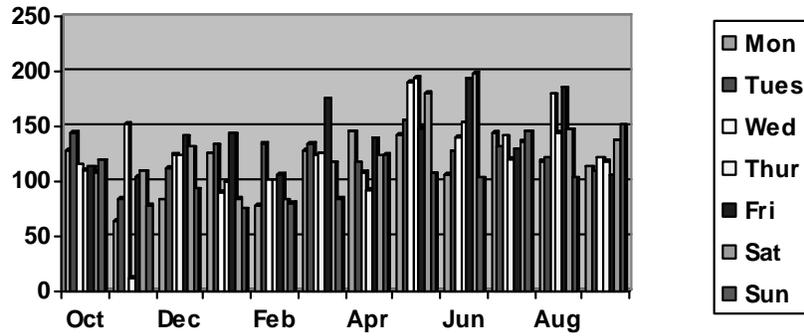
Most recently, the Tribal Legislature has been informed of a project titled I-CARE (Indian Crime Awareness Research and Evaluation Project). Because there is a disparity of reporting systems and processes for the effective and accurate collection of crime data crimes committed by Native Americans as well as crimes committed on reservation/tribal lands are not accurately or consistently reported. A multi-jurisdictional approach by Wisconsin and Minnesota law enforcement agencies is being planned. By joining efforts to develop a process to assess current systems of reporting, we can share information and gather statistics to develop a targeted response to specific criminal activity. The Legislature has passed a resolution supporting this project and also entered into an MOU for our agency to participate in this project. Because of the Menominee Tribal Police Department's ability to work cooperatively with other state, federal and tribal law enforcement agencies, we are able to bring forward other resources in order to provide for the safety and well being for the elders, adults and youth of our communities.

Our primary funding sources are the Bureau Affairs and the Menominee Indian Tribe, the program budget was a total of \$1,286,723 of which, \$392,517 was for the Detention Facility. Additional funding sources that became available to the department through grant awards consisted of:

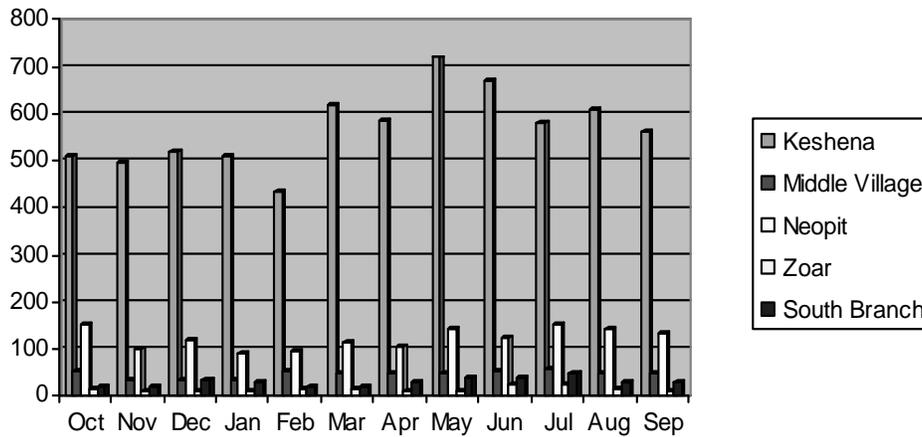
- COPS Tribal Resource Grant in the amount of \$116,489.
- Tribal Victim Assistance Grant in the amount of \$36,350.
- Department of Justice Law Enforcement Grant in the amount of \$35,288.
- The G.R.E.A.T. Grant (Gang Resistance Education And Training) in the amount of \$15,439.00
- Digital Voice Recording in the amount of \$504.
- Victim of Crime Act in the amount of \$35,230.
- Indian Highway Safety Grant in the amount of \$121,755.
- Click It or Ticket Grant in the amount of \$3,995.88.
- County/Tribal Law Enforcement Grant in the amount of \$29,860.

The number of incident reports that were generated by the Menominee Tribal Police Department totaled 10,454. There were 1,815 cases referred to the Tribal Prosecutor and Tribal Courts, with the total number of arrests being 1,252. The following graph illustrates the calls for service responded to by Tribal Officers.

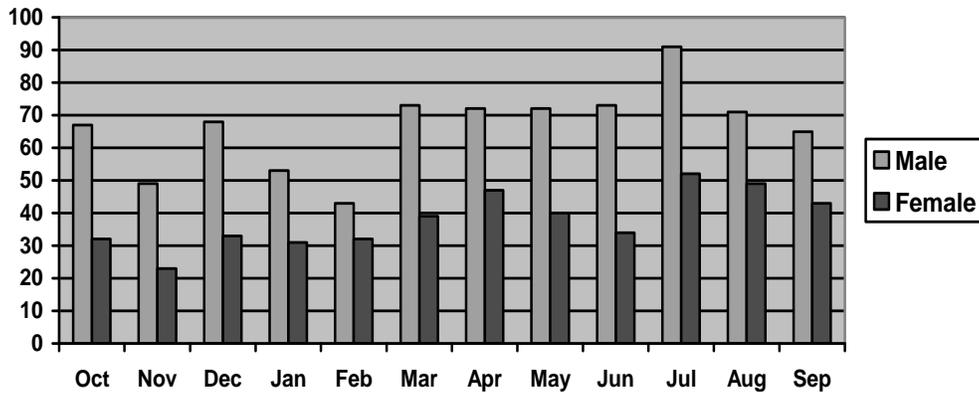
The graph breaks down the day of week for each month for FY2007:



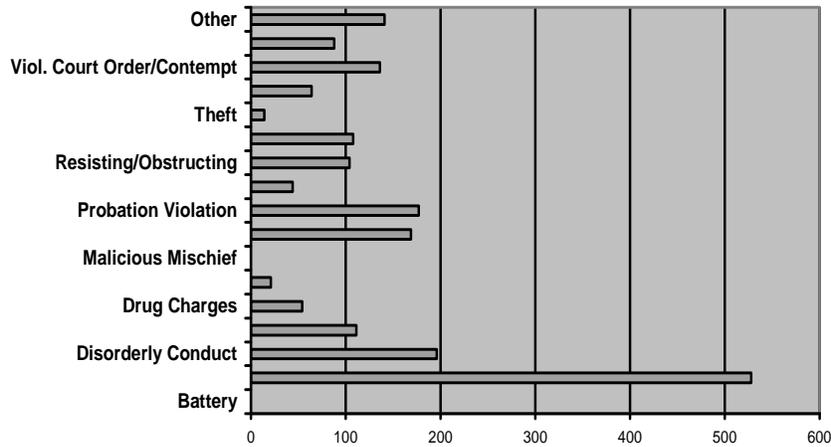
The following graph illustrates the number of calls for service the officers responded to during each month for each respective community during FY2007:



The following graph illustrates the total number of adult arrests males 797 and females 455:



The following graph illustrates the number of total arrests by the crime type for adult males and females for FY2007:



The Menominee Tribal Police Department continues to meet required 40 hour in-service training. Requirements such as Firearms Qualifications, Domestic Violence, EMS First Responder, Mock Drills for hazardous spills and Supervisory training, etc.

## **L**egal Services William Kussel, Director

### **Description of the Department**

The Legal Services Department provides legal assistance to the Tribal Government and Tribal Programs funded by tribal, state and federal dollars. These legal services include attending and advising the Tribal Legislature and Tribal Committees in their regular and special meetings. The Legal Services Department drafts ordinances, resolutions, memorandum of agreements, contracts, and other legal documents for the Tribal Government and Tribal Legislative Committees. The Legal Services Department represents the Tribal Government and the Tribal Programs in litigation in tribal, state and federal courts. Tribal programs are provided legal assistance with their various programmatic legal needs.

### **Description of services provided in 2007**

In January 2007, Wm. F. Kussel Jr., was hired as the Director of Legal Services. During 2007, the Director and Attorneys, Rita Keshena, Rob Orcutt and John Wilhelmi were involved in a period of very dynamic legislative activity where many ordinances were drafted, amended and enacted. During 2007 the Legal Services Department witnessed active Legislative Committee involvement in the Legislative process and provided services to the Committees in the form of legal advice, drafting ordinances and attending meetings.

The Legal Services Department provided legal services to the Tribal Government in the form of attending all regular and special meetings of the Tribal Legislature and attended meetings of the various Legislative Committees. In addition to providing legal advice to the Tribal Government at meetings, the Legal Services Department drafted ordinances, resolutions, agreements, and provided both formal and informal written legal opinions for the Tribal Government.

The Legal Services Department spent considerable time handling legal work for the Menominee Tribal Housing Authority where they provided legal services in the form of litigation, contract assistance and other legal work.

The Legal Services Department represented and defended the Menominee Tribe in several lawsuits filed in state and tribal courts and represented the Tribe in an administrative appeal from a negative tax finding to the United States Internal Revenue Service. The Legal Services Department represented the legal interests of the Menominee Casino-Bingo-Hotel in various matters, and most notably in the Casino expansion project currently underway.

### **Description of services to be provided in 2008**

The Legal Services Department intends to continue to provide legal services to the Tribal Government and the Tribal Programs. The Department will work towards implementing new procedures, technologies and methods to increase the efficiency, speed and accuracy of all documents produced by the Department. It is the Director's vision to rely upon increased technology to reduce the amount of paper that is used within the office and the amount of paper materials relied on for research. This will be done through increased reliance upon computer technology and the use of online materials and research services such as Westlaw. Decreased usage of paper and photocopying

reduces the amount of paper wasted, chemical toners used, and waste disposal relied upon. This saves the Tribe money and helps the environment by reducing the waste of natural resources and the energy needed to produce the materials; this in turn reduces the amount of greenhouse gases produced.

## **M**enominee Tribal/County Library

Mike Wilber, Director

The Menominee Tribal/County Library provided library services to the general public of the Menominee community for the fiscal year 06-07.

This year, with improvements to our computers and internet capability, we have grown beyond our traditional role to what librarians are now calling "Library 2.0" – meaning we incorporate the growing influence of online content into our workflow. The internet was first used only for information. It is now also participatory and used for instant communication across great distances. This means increasing and instantaneous *access* to information that was very hard to get before, and it means having a voice in the online world to *provide* information that might have been difficult or costly to provide before. The traditional role of lending books and movies will always be a part of library service, but so too will the technology and online services.

The Summer Reading Program again kept young bookworms reading through the summer. Fourteen kids, ages 7 & 8, regularly participated in the program. This year's theme was "Get a Clue at your Library," which highlighted mysteries and puzzle solving skills. Kids enjoyed reading and writing about their favorite mystery books and took a field trip to the Marion A-maze-ment Park.

Much of our time is spent answering reference questions; in other words, helping people find the information they need. We field many such questions every week. Often used resources include Chilton's auto manuals, Rand McNally atlases, World Book encyclopedias, and online resources like Google, Yahoo, or MSN search engines, Google Books, Encarta encyclopedia, Wikipedia, Google Earth, among many others.

We remain in good standing as a member of the Nicolet Federated Library System. The benefit of this includes being a part of a resource-sharing system. This means any patron in good standing can borrow an item from a member library if we don't have the item on our shelves in Keshena, and have it delivered here. The library system also provides our high-speed internet access and technical support.

Our primary goal at the Menominee Tribal/County Library is to provide a place for continual, life-long learning through free access to library materials. Our objectives to help us reach this goal include:

- Provide residents of the Menominee Indian Reservation/County access to library services.
- Objectives: 1. Lend reference/leisurely reading material. 2. Lend multi-media material. 3. Provide free access to computers with internet and Microsoft Office programs. 4. Provide fax, copy service for a fee.
- Serve as the Tribal and County access point for information resources needed by the residents. 1. Provide interlibrary loan for residents. 2. Provide assistance for those that are unfamiliar with internet. 3. Provide research and reference assistance.
- Serve as a facility for community educational experience and endeavors. 1. Provide tutoring and homework assistance. 2. Provide reading programs for youth and adults. 3. Provide quiet study area. 4. Provide free meeting room for programs and community groups.

We are the only area agency that provides free computer and high-speed internet access to the public. We currently have eight computers for public use. We also supply two computers with internet access for the South Branch Study Center. These are in constant use, especially during the school year. The main library had 9,640 computer log-ins from October 1, 2006 to September 30, 2007. Library 2.0 has been a great tool for education and intellectual exploration, and fits perfectly with our original public library mission.

As of October 1, 2007, the library owns 10,109 items covering various media (books, audio books, VHS, DVD, etc.). From January 1, 2007 to Sept. 30, 2007 -- 1,778 items were checked out. We have 1,072 library card holders.

# **L**icensing And Permits

Diana Taubel, Director

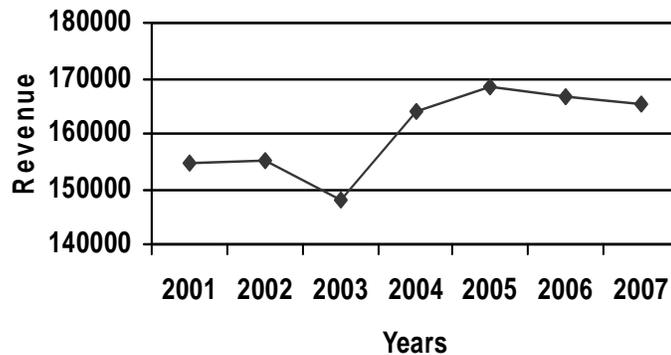
**Mission:** The Menominee Indian Tribe of Wisconsin, Licensing and Permit Department provide service to Menominee and other residents of the Menominee Nation Reservation. Our primary goal is to ensure the residents comply with licenses and permits as specified through Tribal Ordinances and keep them abreast of all new adopted ordinances established by Menominee Tribal Legislature that is applicable to the Licensing and Permit department.

**Guiding Principles:** Consistent with the Mission, the Licensing and Permit Department is primarily responsible for conducting business by providing the public with permits and licenses to accommodate the needs that are required within each specific ordinance.

**Administrative Tasks:** The department is staffed with a full-time director and a part-time Administrative Assistant.

## **Revenue Generated:**

<b>FY2007</b> \$165,447	<b>FY 2003</b> \$148,120
<b>FY2006</b> \$166,721	<b>FY 2002</b> \$155,177
<b>FY2005</b> \$168,582	<b>FY 2001</b> \$154,624
<b>FY 2004</b> \$163,876	



Revenue generated by this department in Fiscal Year 2007 is approximately \$165,447.00. Although revenue for this year is approximately \$1,274.00 less than Fiscal Year 2006, the department still came in \$2,315.00 over this year's projected revenue.

The amount budgeted for Licensing and Permit Department was \$113,726.00 which is \$8,150.00 less than Fiscal Year 2006. Expenditures for 2007 totaled \$111,605. There was a total savings of \$2,121.

The Licensing and Permit Department is funded with 100% Tribal funds.

# **L**oan Fund

Tom Litzow, Director

The staff of the Menominee Loan Department manages four lending program: the Menominee Loan Fund, the CDBG/HUD Revolving Loan Fund, the Menominee Revolving Loan Fund, and the Housing Down payment Loan Fund. The department is located in the Tribal Office Building and is open to serve eligible members of the Menominee Indian Tribe of Wisconsin from 8:00 am to 4:30 pm Monday through Friday.

**Menominee Loan Fund-** This program provides a means for eligible members to obtain financing for personal items and purposes. During the 2007 fiscal year ended September 30, 2007 1362 new loans were approved and processed through this fund to eligible members for a total amount of \$1,266,930.00. As of the end of the fiscal year there were 1438 loans outstanding with a total principal balance of \$1,097,113.34.

**CDBG/HUD Revolving Loan Fund-** This program provides a means for eligible members to obtain financing for repairs and renovations to their place of residence. Twenty-eight new loans were approved and processed through this fund during the fiscal year 2007 for a total of \$138,085.00. As of the close of the fiscal year there were 106 loans outstanding under this program for a total amount of \$301,721.83.

**Menominee Revolving Loan Fund-** This program provides a means for eligible members to obtain financing for business purposes. Applications for loans from this fund are restricted to businesses located within the boundaries of the Menominee Reservation. During the fiscal year, there were 7 new loan packages approved and processed

through this fund for a total credit of \$125,656.31. As of the close of the fiscal year there were 31 business loans outstanding in the aggregate amount of \$502,634.92.

Housing Down Payment Loan Program- This program provides a means for a means for eligible members to obtain financing for the down payment required by a lender for the purpose of purchasing a single family residence. During the fiscal year, ending on September 30, 2007, there were 4 new loans approved and processed through this fund for a total amount of \$12,900.00. As of the close of the fiscal year there were 18 loans outstanding for a total amount of \$42,308.66.

As of the fiscal year end, assets under management of the Menominee Loan Department total \$2,715,229.39.

## **Maehnowesekiyah Wellness Center**

Betty Jo Wozniak, Director/Steven Dakai, Dr. AD Treatment Supervisor, Reporting

Maehnowesekiyah Wellness Center focuses on three major social health issues affecting members of the Menominee Tribe of WI: Treatment, Prevention, and Domestic/Interpersonal Violence. Recipients of these major focuses are adult men and women, adolescents and children. The following are brief descriptions of services:

### **TREATMENT**

In FY 2007 Maehnowesekiyah Wellness Center provided recovery services to 282 individuals in either residential, intensive outpatient, or outpatient recovery. This number is a 25% decrease from FY 2006. Prior to an individual entering one of the recovery areas, an assessment is completed to determine the chronicity of illness and for appropriate services. In FY 2007 the staff at Maehnowesekiyah completed 186 Adult AODA assessments, 45 Adolescent assessments, 8 AODA/DV assessments and 38 DV assessments. The overall total of assessments indicates a 17% decrease from FY 2006 when 253 total assessments were provided. Drug testing for tribal programs totaled 1302. The breakdown shows the Casino with 705 which is a 100% increase from FY 2006, MITW, 343 tests indicating a 29% decrease from the previous fiscal year, MTE, 135 tests showing a 59% decrease from the previous fiscal year, TANF with 86 tests showing a 16% increase from FY 2006, and CMN with 33 tests. It should be noted that CMN was a new testing contractor for FY2007. In addition to the standardized test 43 Breathalyzer tests were completed.

### **DEMOGRAPHICS AND STATISTICAL INFORMATION**

282 .....Unduplicated individuals served	<b>57% male, 43% female</b>
1430 .....Individual counseling sessions provided	
1242 .....Group sessions provided	
200 .....Individuals received adult AODA services	
60 .....Individuals received Domestic Violence Services	
24 .....Individuals receiving both AODA and Domestic Services	
46 .....Youth (under 17) receiving AODA Services	

83% of those receiving services were either enrolled or descendant Menominee's, 5% Stockbridge-Munsee, 5% other Native American Tribes, 3% Oneida, 3% Non-Tribal Enrollment (White), and 1% Ho Chunk. 49% of all individuals were unemployed, 44% employed and 7% reported being students. In regards to annual income reported by individuals seeking services, 32% reported no income, 21% reported income below the poverty level (\$10,488), 42% reported an income of between \$10,488-\$30,000, and finally 5% of individuals reported an income of \$30,000 or higher.

In terms of educational levels, 2% of individuals reported having Associates or Bachelor degree, 11% reporting having some college education, 72% reported having a HS diploma, HSED or GED, and 15% report having only some high school education.

Based on the information concerning income and education, in 2006 the majority of Maehnowesekiyah Wellness Center Staff attended and completed the Bridges Out of Poverty Training. From this initial training learning how to view the world from the individuals perspective staff continues to participate in the Getting Ahead Program which builds on the Bridges program. Maehnowesekiyah Wellness Center has been a collaborating member of this community team in planning and evaluating along with providing the facility space to conduct this 17 session program all aimed at assisting individuals to improve their quality of life.

## **DOMESTIC/INTERPERSONAL VIOLENCE**

Maehnowesekiyah Wellness Center Batterers' program provides services to individuals who find themselves in conflict with another human being where physical, sexual, and mental or a combination of abuse has occurred. Sixty (60) individuals both men and women were provided services in this program which is a 35% decrease from the previous fiscal year. While the number of individuals receiving services has decreased this past FY it should be noted that the problem of violence against another human being is not going away. Maehnowesekiyah's Domestic Violence shelter saw an overall 62% increase in the number of individuals seeking services.

Maehnowesekiyah Wellness Center Domestic Violence Program provided 24 hour coverage, seven days a week for victims of domestic/interpersonal violence and their children. Assistance provided ranged from informational only issues to referrals for other services, to short to long term shelter assistance based on victim need. The Program staff includes 5 shelter assistants, 1 full time Counselor/Advocate, 1 full time assistant manager, and 1 full time program manager.

In Fiscal Year 2007 322 women, children and men were served at the Shelter, of those 205 were either Tribal Members or members of other Tribes. During this fiscal year crisis calls to the Shelter increased from 148 last fiscal year to 253, informational calls only increased from 87 last fiscal year to 368 in FY 2007. 207 women, children, and men received shelter this is up from 68 last fiscal year, which resulted in 3077 nights of shelter and compared to 451 nights in FY 2006. Three hundred fifty seven hours of individual counseling. Shelter staff providing transportation totaled 11, 035 miles and the Shelter purchased 602 transportation trips as compared to 394 in FY 2006.

During FY 2007 the Shelter continued to work toward partnerships in our community and with neighboring Tribes for resource sharing. Our continued working relationships with TANF and Tribal Social Services and Day Care allowed greater services to those individuals who sought help. The Shelter Program continues working in collaboration with Family Services Green Bay Sexual Assault Center and St. Vincent Hospital to meet the needs of sexual assault victims. Our partnerships and collaboration with Lac Du Flambeau, Stockbridge-Munsee, Oneida, and Potawatomi Tribes continues to be successful.

The increases are alarming, Tribal Police reports show that the Menominee Tribe of WI experiences 10 times the national average in terms of domestic/interpersonal violence and there is reason to suspect that every incident involves alcohol and or other drugs. Incorporating a dual recovery process is an opportunity for victims and batterers to receive AODA recovery services and is a key component to community wellness. Partnerships and collaboration with others that are involved with DV victims and their families are addressed through ongoing meetings of the Coordinated Crisis Response (CCR) Team.

Due to the lack of Federal Funding for Shelter Operations, Maehnowesekiyah Wellness Center was forced to close the Shelter and terminate employment of staff at the end of FY 2007.

## **PREVENTION**

Prevention programs at Maehnowesekiyah continue to expand services in the arena of alcohol other drug use, tobacco cessation among adolescents, adolescent date rape and teen pregnancy along with emphasis on healthy lifestyles. The Prevention Program is an active collaborative team member with Youth Service Providers and both the Menominee Indian Primary and High Schools. Maehnowesekiyah's Prevention Program continues to work and offer Al's Pals at the Menominee Head Start Program. At the Menominee Middle School work and services continue to be offered on Project Alert along with Protecting You/Protecting Me at the Keshena Primary School. During this past fiscal year, staff has assisted in facilitating Town Hall meetings to address the underage drinking issues facing the Menominee Tribe of WI. Each September is recognized as Recovery Month as it pertains to alcohol and other drugs. This fiscal year, staff assisted in organizing Recovery Month activities, including the second annual Bike Rally held in collaboration with the College of Menominee Nation. This fiscal year saw a 100% increase in participation with over 71 individuals and or families participating. To finish Recovery Month, staff assisted in the third annual Recovery Recognition Dinner in which five members of the community were honored for their individual sobriety and setting the example of wellness. Prevention staff provided training and activities centered around the ROPES course for both Menominee Indian School District Freshman Institute and the TRAILS Programs this fiscal year.

One of the major highlights of this Fiscal Year was the Mock Crash scene which was held at the Menominee Indian High School in May. Prevention Staff took the lead, facilitated the planning, bringing together agencies from within the Reservation, both Menominee and Shawano Counties, along with Health Care Organizations and private businesses. As a result of this effort Maehnowesekiyah Wellness Center's Prevention Program was given a National Award (one of fifty) from the Allstate Insurance Company along with a monetary award of one thousand dollars. The monetary award was allocated to start a Students Against Drunk Driving (SADD) Chapter on the Reservation.

Prevention Staff are collaborating with Great Lakes InterTribal Council (GLITC) on providing prevention programs in all Tribes located in WI. Many of the Tribes are looking at Maehnowesekiyah's Programs as a leadership model for implementation of their own Prevention Programs. Prevention Staff and the Director participated in the WI State Prevention Conference, providing a workshop on how to build a culturally sensitive Prevention Program.

With the majority of prevention worked being directed at the youth of the community, staff are required to attend Youth Service Providers meetings to improve coordinative efforts and to share information with others working with the same age groups. This collaboration assists in duplication and conserves resources and budgets where possible. These efforts all tie into the new Strategic Plan for the Tribe.

The Prevention Program maintains an agency resource directory, distributes informational brochures, prints and distributes an agency newsletter. This newsletter was reformatted this FY and is updated monthly on the Tribal Web pages.

## **WELLNESS COURT**

This program began with a grant from the Department of Justice, proving that an approach of this nature is beneficial to first time offenders by offering a chance to become free of substance abuse and clear their criminal records of the initial criminal charge that brought them to the program. Another benefit of Wellness Court is the eventual savings to the Community in terms of Policing, Legal/Court, and Jail costs associated with an incarcerated individual.

While funding for the project ran out three years ago Maehnowesekiyah Wellness Center's commitment along with our partners, the Tribal PD, Tribal Court, Tribal Probation, and Tribal Prosecutor to continue to offer this program is based simply this: Wellness Court works. Of the twenty seven graduates from this program, only two individuals have returned back to the criminal justice arena and the charges were non drug related! This program has continued without interruption in services and mission. Maehnowesekiyah continues to take the lead providing continued UA's, counseling services, along with staff representation at weekly Wellness Court staffing and court sessions. The Tribal PD, Prosecution, Probation provide support and guidance through funding from their respective departments.

## **SUMMARY**

All of the services provided by Maehnowesekiyah Wellness Center are conducted and provided with the Tribe's Native American Culture in mind. Staff continues to be provided educational opportunities provided by Native American sources. Many of the resources utilized in counseling and group sessions were developed specifically for Native Americans by Native Americans. Our ongoing goal is to continue incorporating the teachings of cultural values and concepts rather than to concentrate on specific practices. There are times however, when for funding or specific recovery issues that the use on non-native acceptable counseling practices are warranted and needed.

As the work of Maehnowesekiyah continues, there is a greater need to look at new and different approaches to assist in the recovery and wellness of tribal members. This requires staff to be more assertive and seek new and diverse alliances with other tribal service providers. Substance abuse and domestic/interpersonal violence is not a solitary trouble. These troubles affect the family, the community, the Tribe.

With the help of Bridges Out of Poverty training the focus of all services provided by Maehnowesekiyah Wellness Center has placed a greater emphasis on meeting the human being where they live rather than having the individual meet treatment. The approach is not so much where but how a human being lives. We recognize there are an array of differences among groups of human beings, each unique, rich, and with definable culture. The leadership and staff have fostered a policy of awareness, and acceptance, self-awareness, dynamics of difference, knowledge of individual culture and the ability to be adaptable and use creative skills when working with those human beings who come to Maehnowesekiyah for recovery and wellness.

Funding continues to be a large issue. Rising costs and shrinking resources force Maehnowesekiyah to be more creative in our approach to providing services. Such is the closing of the Shelter for an undetermined amount of time.

In closing this report, I wish to thank the staff at Maehnowesekiyah Wellness Center from the grounds keepers/maintenance, clerical, counselors for their dedication. The work that is done requires all to deal with the most intimate aspects of a human being's life and is the most demanding and stressful of any type. The work you do requires the unique ability to be sensitive to individual needs while challenging human beings to make significant changes in their lives. The staff at Maehnowesekiyah Wellness Center works long and hard with individuals to bring about change. Sometimes staff is discouraged due to the fact that not every troubled human being acknowledges

change the first time around. Due to the insidious nature of substance abuse and domestic/interpersonal violence, staff sometimes sees the same client four or five times, however the remarkable trait of Maehnowesekiyah Wellness Center Staff is the fact that they never give up and they never allow the human being to give up on themselves.

Finally this will be my last report as the Director of Maehnowesekiyah. I will be moving on to the position of Director of Housing. In the 4 years I spent here, I have learned that there is another, almost secret, sober community here. I want to encourage these folks to be more visible, to assert themselves and allow the community to see them for the real leaders they are, in making the journey back to more traditional values and healthy lives. Thank you for allowing me to play a small part in that journey.

**M**aintenance  
Marlin Waupoose, Director

### ***MISSION STATEMENT***

The Menominee Tribal Maintenance Department strives to provide professional, technical, and non-technical support and maintenance services to all tribal programs to create and maintain comfortable, safe, and functional environments. The Menominee Tribal Maintenance Department maintains/manages the Menominee Indian Tribe's physical plant and assets through efficient utilization of available resources to ensure that the Menominee Indian Tribe can fulfill its mission.

### ***Department Overview***

The Menominee Tribal Maintenance Department is responsible for the preservation and upkeep of several tribal buildings that include Tribal Headquarters, Gordon Dickie Center, Program Attorney, Law Enforcement Center, Clinic, Neopit Headstart, Library, and Recreation Center. Maintenance and Housekeeping staffs are provided for each facility through this department with the exception of Clinic housekeeping staff. The Tribal Maintenance Department staffing includes the, Maintenance Director, Maintenance Office Manager, Maintenance/Groundskeeper, Receptionist/Secretary, Inventory/Work Order Clerk, Heating/Cooling Technician, Maintenance/Housekeeper, 4 General Maintenance Workers, 2 Lead Housekeepers (part time) and 6 Housekeepers (part time).

One of the most important aspects of the Menominee Tribal Maintenance Department is the maintenance of facilities under its management. If facilities are not adequately maintained on a regular basis, the long term viability of our tribal programs is threatened and the Menominee Indian Tribe of Wisconsin along with its tribal members will lose a valuable resource.

In order not to lose this valuable resource, the Menominee Tribal Maintenance Department utilizes a computerized software system program called HDS. HDS will enable the maintenance department to monitor and schedule routine, deferred, and preventive maintenance. It will also track work requests and material inventory. Maintenance staff completed a total of 5,301 work orders for all facilities the department services. Work Orders for Tribal Departments can now be requested through the Inventory/Work Order Clerk (799-5176) or through the Tribal Office Receptionists' Station (799-5100).

Funding for the Menominee Tribal Maintenance Department's budgets is obtained through a number of means. The Keshena Law Enforcement Maintenance Budget is funded through the Bureau of Indian Affairs (BIA). The Menominee Tribal Clinic Maintenance Budget is funded by the Indian Health Service (IHS). The Tribal Courts and the Neopit Headstart buildings are funded through tribal appropriation. All other Tribal Buildings (Headquarters, FIC, Program Attorney, Recreation and Library) are funded through space rent collections. The Maintenance Department has kept expenditures as minimal as possible for all budgets that are funded from space rental collections and tribal appropriation.

Listed below are the goals and initiatives that the Maintenance Department completed this year at each respective facility:

***Headquarters:*** The concrete sidewalk at the front entry was replaced. The concrete steps in front of the front entry were repaired. The ceiling tiles in the front entryway were replaced. The interior front entryway concrete steps were repaired. The front entryway stair treads were replaced. The floor coverings on the landings of the front entryway were replaced. The front entry way interior walls were painted. A limited number of ceiling tiles were replaced on the second floor. The ceiling tiles in the southeast entryway were replaced. The concrete sidewalk at the southeast entrance was replaced. The boardroom HVAC unit received annual/preventive maintenance. A circuit

control board was replaced on the Boardroom HVAC unit. The boardroom refrigerator and ice machine received annual/preventive maintenance. The deck outside the boardroom was re-stained. The heating plant (Steam Boiler) received annual routine/preventive maintenance and passed inspection from the National Board of Boiler Inspectors. The boiler condensate tanks received annual/preventive maintenance. A steam trap survey was completed. Twelve steam traps were replaced. Five radiator thermostats were replaced. A steam line actuator in the boiler room was replaced. The two steam lines that were in the computer server room were rerouted through the boiler room. All digital thermostats were recalibrated. The water heaters received annual/preventive maintenance. The LP gas lines and safety switch was tested. The LP storage tanks were tested for leaks. 14 new energy efficient AC window units were purchased to replace existing obsolete units. The parking lot light bulbs were replaced. Four emergency/exit light units were replaced. Eight lighting ballasts were replaced. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. A circulating fan was purchased for the exercise room. The northwest fire escape stairway exterior door was replaced. The eastside exterior entry door was replaced. The eastside exterior entry door concrete landing was replaced. The east, west and two north side canopies were stained. Three office doors had new windows installed. Three office windows were replaced. A concrete slab for the new generator was installed. A new LP liquid line for the new generator was installed. Four Finance offices and the Finance hallway received new carpet flooring. The Loan fund hallway and Tribal News offices received new vinyl flooring. The Tribal News offices were painted. The exterior light fixture bulbs were replaced. The fire sprinkler system received annual maintenance. The fire detection system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. The elevator received annual routine/preventive maintenance. The security system received annual routine/preventive maintenance and upgrading. The water softener system received annual routine/preventive maintenance. The roof was inspected. Water usage was limited to save funding. Maintenance Staff/Contractors completed routine/preventive maintenance objectives as scheduled.

***Gordon Dickie Center (FIC):*** The front entry way and both stairwells were painted. Four Human Resources Department offices were painted. Three Insurance offices were renovated and painted. The water heater circulator pump was replaced. The water heaters received annual/preventive maintenance. The HVAC equipment received annual/preventive maintenance. The water softener unit programming head was replaced. The water softener system received annual routine/preventive maintenance. Six new electronic air cleaners were installed to replace obsolete ones. Motors were replaced on the #2 west side and #2 east side furnaces. All digital thermostats were recalibrated. Three emergency light units were replaced. Five electronic ballasts were replaced. The exterior light fixture bulbs were replaced. The parking lot light bulbs were replaced. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. A circulating fan was purchased for the exercise room. A new TV cable was installed in the exercise room. The fire detection system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. The elevator received annual routine/preventive maintenance. The security system received annual routine/preventive maintenance and upgrading. The LP gas lines were tested. A new chain link fence was installed around the LP gas tanks. The spillway on the east side of the building washed out and was repaired. The exterior hedging around the building was trimmed. The east and west side canopies were stained. The roof was inspected. Water usage was limited to save funding. Maintenance Staff/Contractors completed routine/preventive maintenance objectives as scheduled.

***Program Attorney Building:*** The outside handicap ramp was re-stained. The rear entry canopy was re-stained. A new door closure was installed. The fuel oil safety switch was tested. The Fuel oil storage tank was cleaned per NFPA and environmental guidelines. The furnace received annual/preventive maintenance. The cracked chimney breaching was repaired. The water heaters received annual/preventive maintenance. The main sewer line was cleaned out with a sewer auger. The HVAC equipment received annual routine/preventive maintenance. All thermostats were recalibrated. Additional storage shelving was installed in the basement. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. The fire detection system received annual maintenance. The annual fire inspection was completed. All fire extinguisher service received monthly/annual maintenance. The security system received annual routine/preventive maintenance and upgrading. Some minor landscaping was done on the west and southwest side of the building. The roof was inspected. Water usage was limited to save funding. Maintenance Staff/Contractors completed routine/preventive maintenance objectives as scheduled.

***Law Enforcement Center (LEC):*** A closed circuit TV system (court TV) was installed between the jail and courtroom(s). The jail/detention area was primed and repainted. The jail/detention area floors were painted with epoxy paint. The jail/detention area cell shower and toilet areas were painted with epoxy paint. All metal trim and doors in the jail/detention area were painted with epoxy paint. All detention cell metal furniture was painted with epoxy paint. Eight metal bunks were repaired and reinforced with metal plates. The floor tiles were repaired in the day rooms. The squad room walls were patched and painted. New electrical outlet strips were installed in the squad room. New ceiling tiles were installed in the squad room and rear corridor. The administrative assistant's office was painted. New carpeting was installed in the administrative assistant's office. One toilet and two urinal flush

valves were replaced. The mezzanine area floor was painted. The heating plant (Hot Water Boilers) received annual routine/preventive maintenance and passed inspection from the National Board of Boiler Inspectors. A new low water cut-off was installed on the #2 boiler. The boiler room floor was painted. Four access doors were installed by the #5 & #6 air handler heating/cooling coil ducts. The air handling units received annual routine/preventive maintenance. New water treatment reservoirs were installed in the chiller pipe lines. The chiller received annual routine/preventive maintenance. The environmental control software was recalibrated. The water heaters received annual/preventive maintenance. The kitchen was painted. A 4X8 stainless steel grease shield was installed behind the kitchen ranges. New upgraded pilot assemblies were installed on the kitchen ranges. The kitchen fire suppression system received annual routine/preventive maintenance. The gas cooking ranges received annual routine/preventive maintenance. The kitchen grease trap received annual maintenance. Lighting ballast upgrades were completed throughout the facility. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. A new radiator was installed on the emergency generator. The emergency electrical generator received annual routine/preventive maintenance. The LP gas lines and safety switch were tested. NFPA signage was installed on the LP storage tank. The LP gas vaporizer received annual maintenance. The underground fuel oil storage tank was tested as per NFPA and environmental regulations. The fire detection system received annual maintenance. The fire sprinkler system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. The water softener system received annual routine/preventive maintenance. The security system received annual routine/preventive maintenance and upgrading. The automatic ADA front doors received annual maintenance. The roof was inspected. The diseased trees around the building were cut down. Maintenance Staff/Contractors completed routine/preventive maintenance objectives as scheduled. Work Orders for the Law Enforcement Center can be requested through the LEC by calling 799-3244 or 853-4283.

***New Courts Addition:*** A new card swipe system for the west side entry doors was installed. A new closed circuit TV system (court TV) was installed between the jail and the courtroom(s). A new Housekeeping storage room with shelving was constructed in the basement. An exercise area complete with exercise equipment was set up in the basement. A solid state circuit board for the idle control on the generator was replaced. The emergency electrical generator received annual routine/preventive maintenance. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. The HVAC equipment received annual routine/preventive maintenance. All digital thermostats were recalibrated. The water heaters received annual/preventive maintenance. The sewer ejector pits received annual/preventive maintenance. The LP gas vaporizer received annual maintenance. The LP gas lines and safety switch were tested. NFPA signage was installed on the LP storage tank. The fire detection system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. The security system received annual routine/preventive maintenance and upgrading. The water softener system received annual routine/preventive maintenance. The elevator received annual routine/preventive maintenance. The automatic ADA front doors received annual maintenance. The roof was inspected. The diseased trees around the building were cut down. Maintenance Staff/Contractors completed routine/preventive maintenance objectives as scheduled. Work Orders for the Law Enforcement Center can be requested through the LEC by calling 799-3244 or 853-4283.

***Clinic:*** Indian Health Service completed its three year inspection of the building and grounds. The eastside parking lot was expanded. The eastside parking lot was re-asphalted. The front entry drive was re-asphalted. The water main was completed by the tribal utility department. Various wiring upgrades were completed throughout the building(s). Used fluorescent tubes and ballasts were disposed as per environmental guidelines. The emergency electrical generator received annual routine/preventive maintenance. The heating plant (Hot Water Boilers) received annual routine/preventive maintenance and passed inspection from the National Board of Boiler Inspectors. The LP gas lines and safety switch were tested. The LP gas vaporizer received annual maintenance. A dedicated AC unit is being installed in the Lab department. The air handling units had annual preventive maintenance performed. The environmental control software was recalibrated. The water heaters received annual/preventive maintenance. The Maintenance Policy and Procedures Manual was revised and updated. The EMS building catch basin was pumped out. The lawn sprinkler system received monthly/annual maintenance. The automatic ADA front doors received annual maintenance. The fire detection system received annual maintenance. The annual fire inspection was performed. All fire extinguishers received monthly/annual maintenance. A sprinkler line was abandoned by the eastside parking lot. The fire sprinkler system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. Annual preventive maintenance was performed on the security system. The elevator received annual routine/preventive maintenance. The roof was inspected. Maintenance Staff/Contractors completed routine/preventive maintenance objectives as scheduled.

***Library:*** Barbed wire bracket extensions were installed on security fencing in the rear of the building to prevent access to the roof. Vandalized shingles were repaired on the east and south sides of the roof. Graffiti was removed or stained over as it occurred. Security cameras were adjusted. The tribal police were requested to increase patrols

around this facility during non-business hours as a deterrent to vandals. The exterior security lighting bulbs were replaced. Lighting ballasts were upgraded to energy efficient type. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. The heating elements in the water heater were replaced. The countertops in both restrooms were replaced. The female hygiene products dispenser was replaced. The water heater received annual/preventive maintenance. The HVAC equipment received annual routine/preventive maintenance. The LP gas lines and safety switch were tested. The LP gas tank security fencing was repaired. The LP storage tank was painted to meet NFPA and environmental guidelines. The fire detection system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. Annual routine/preventive maintenance was performed on the security system. A new lock was installed on the show case glass in the front entry corridor. The roof was inspected. Water usage was limited to save funding. Maintenance Staff/Contractors completed routine maintenance and housekeeping objectives as scheduled.

**Recreation Center:** A new roof is in the process of being installed. The berm around the building has been removed and the area is being re-landscaped. New siding is in the process of being installed. The two rear retaining walls were removed. Two Air Conditioning units have been replaced with energy efficient type. Graffiti was removed or stained over as it occurred. Security cameras were adjusted. Security fencing around the exterior HVAC equipment was repaired. The tribal police were requested to increase patrols around this facility during non-business hours as a deterrent to vandals. Ceiling tiles were replaced in the front offices. Ceiling tiles were replaced in the Arts & Craft room. The kitchen grease trap received annual maintenance. Two kitchen drawers were repaired. The shower faucets received annual maintenance. A new shower dam was installed in the weight room men's restroom. The restroom lavatory faucets in the weight room were replaced. The restroom lavatory faucet in the front women's restroom was repaired. Both front restrooms were painted. A broken water pipe above the Language and Culture office was repaired. The roof vents were resealed (annually). The humidistat motors were serviced. The security lighting bulbs were changed out. Used fluorescent tubes and ballasts were disposed as per environmental guidelines. The water heater elements were replaced. The water heater received annual/preventive maintenance. A new solid state control board was replaced in the Rezoner unit. A control transformer was replaced in the # 2 furnace. An electrical relay was replaced on the # 3 AC condensing unit. The HVAC equipment received annual routine/preventive maintenance. All digital thermostats were recalibrated. The LP gas lines and safety switch were tested. The LP gas tank security fencing was repaired. The fire detection system received annual maintenance. The annual fire inspection was completed. All fire extinguishers received monthly/annual maintenance. Annual routine/preventive maintenance was performed on the security system. The roof was inspected. Water usage was limited to save funding. Maintenance Staff/Contractors completed routine maintenance and housekeeping objectives as scheduled.

**Training:** All Tribal Maintenance Worker Staff participated in Fire Extinguisher Training sponsored by Van's Fire and Safety of Green Bay

- All Tribal Maintenance Housekeeping staff attended the CTL janitorial seminar in Wausau WI and received certificates of participation.
- Marlin Waupoose attended OSHA 600 training in Albuquerque New Mexico.

Congratulations!

The Maintenance Department continues providing service upon request to other tribal facilities including Historic Preservation, Tribal School, CBRF, Maehnowesekiyah, Headstarts, Daycare, Senior Centers, Conservation, CRC, Food Distribution, Zoar Ceremonial, and the Transportation Center. Services provided include technical assistance, snow removal, and maintenance of HVAC, plumbing and electrical systems.

## **MISSION STATEMENT**

To become the leading provider in disseminating pertinent information that may affect our tribal membership, whether it is environmentally, economically, or socially. In addition, local news coverage of social events that take place with elders and youth in our community are focused on, on a regular basis.

## **BACKGROUND INFORMATION**

The news department was established in 1976 and was known as Menominee Tribal News. It began as a monthly publication. In January, 1989 we went from a monthly publication to a bi-monthly publication. Twenty-four issues are published a year. This affords us the opportunity to make the news more current to our readers and better serve our community members. In 1997, the newspapers' name was changed to Menominee Nation News. In September of 1997, the department modernized the layout process by way of computer. Prior to this, the newspaper was produced via paste-up.

It has been the goal of the Menominee Nation News (M.N.N.) to publish a bi-monthly paper to inform tribal members of any changes and updates within our community. It has also been the goal of the Menominee Nation News to service Tribal Government by assisting in publishing all relevant public information. The reporters at Menominee Nation News are always available for news coverage at request for community related events. If for any reason coverage cannot be provided, they follow up with the coordinator of the event, or suggest that they take some pictures and submit information on the event, to provide some coverage in the Menominee Nation News. We are not informed many times of some of the events or situations that occur.

## **ANNUAL BUDGET**

This year's annual budget for Menominee Nation News was set at \$257,858. According to the Budget report dated October 4, 2007, the departments' actual expenses for fiscal year 2007 amounted to \$194,061.55. This is total savings of \$63,796.45 for the year.

## **REVENUE**

The annual income goal for FY 2007 was set at \$43,547.00. As per an income statement dated October 4, 2007 a total of \$47,284.23 was generated. This is \$3,737.23 over the projected revenue. The three (3) main areas where revenue is generated include subscriptions, sales, and advertising. We also have one (1) miscellaneous or other line where we generate a much smaller amount of revenue via NSF checks, postage and reproduction of photos. Our program receives \$5.00 for each check returned NSF and we charge a small fee to customers who request reprints/digital files of photos published in the Menominee Nation News.

**SUBSCRIPTIONS** The subscription income projection was set at \$8,260.00. As of October 4, 2007 a total of \$8,868.10 was received. The subscription income was above the projected revenue by \$608.10. The annual subscription rate is \$28.00 3<sup>rd</sup> class rate and \$38.00 for 1<sup>st</sup> class rate. To accommodate customers who cannot meet the expense of the yearly rates, we have developed quarterly rates for each class also. After long debate and many letters from inmates (who had 3<sup>rd</sup> class) who were not receiving their papers, it was decided that in the best interest of the Menominee Nation News Department and the inmates, 1<sup>st</sup> class would be required. This is the third year of this requirement and we have not received any letters where inmates were not receiving their paper. This requirement was essentially put in place to ensure that inmates do receive their subscription.

**SALES:** The sales income projection was set at \$10,350.00. As per an income statement dated October 4, 2007 a total of \$10,999.15 was received. The sales revenue received was above the projected revenue by \$649.15. As of October 2007 we have thirty-two (32) distribution sites. This includes fourteen (14) sites in Keshena with two (2) being complimentary sites for the Elders, five (5) sites in Neopit/Middle Village with two (2) being complimentary sites for the Elders, two (2) sites in Gresham, three (3) sites in Bowler, and eight (8) sites in Shawano.

**ADVERTISING:** The advertising income projection was set at \$24,877.40. As per the statement dated October 4, 2007 a total of \$27,378.91 was received. The income was above the projected revenue by \$2,501.51. We have an established list of clientele with a variety of area businesses. Being a member of the Wisconsin Newspaper Association we are provided advertisements when businesses want to reach a certain demographic region in the state. If we are in the target area, representatives from WNA are in contact with us for ad placements. Discounts are offered for pre-paid annual and monthly accounts to increase the number of regular advertisers currently listed and in an effort to decrease the number of past-due accounts. We also offer discounts to customers who advertise in four (4) or more consecutive issues. The discount offers apply to specific ad sizes and does not include 1/4 page or

larger sizes due to the fact that a discount (approximately 25%) is already incorporated with the larger ad sizes. The majority of our customers prefer to be billed on a monthly basis. This was the ninth full year the Menominee Nation News has operated under the current billing procedures with the individual tribal programs. There is still reluctance on tribal programs to advertise. As an added incentive to the tribal programs, we offer a 15% discount for advertising, provided the material is submitted by the established deadline. We still have some departments and businesses that insist on submitting advertisements late and free of charge by submitting ad information as articles.

**OTHER:** This is the eighth year Menominee Nation News has held this revenue listing. We began to offer our customers the option of paying an extra \$0.50 if they prefer to have their personal photos (happy ads, memorials, etc.) used for publication mailed back to them. We have had a positive response to this service. We also offer customers the opportunity to purchase photo reprints or digital files of the photos published in the paper, taken by Menominee Nation News. We also receive money for NSF checks that are returned. Revenue generated through postage costs, photos and NSF checks amounted to \$38.07 as per the income statement dated October 4, 2007. The revenue projection set for this listing was \$60.00.

#### **DEPARTMENTAL STAFF CHANGES**

There have been some staff changes since the last report. During fiscal year 2007 Menominee Nation News employed five (5) employees: One (1) Director/Editor, two (2) Reporters and one (1) Layout/Design Technician and a temporary secretary position. The lengths of employment for employees who were employed in FY'07 are as follows: Devan Erdmann, Director/Editor, (2/19/99-present); Steven Price, Layout/Design Technician, (09/24/01-present); Roberta Penass, Reporter, (5/18/05-04/04/07); Patrick Delabruue, Reporter, (10/02/06-7/10/07); Destiny Lepscier, Reporter, (04/16/07-06/04/07); Christopher Anderson, Reporter, (8/13/07-present) and Menomin Hawpetoss, Reporter, Emergency Hire (07/18/07-10/5/07). Monnaleah Long was hired to fill a temporary Secretary position (06/25/07-10/05/07).

#### **PRINTING**

Menominee Nation News has been a bi-monthly publication since January 1, 1989, publishing 24 issues a year.

In October 2006 a special edition was developed to include the Annual General Council Agenda as well as the Menominee Tribal Legislative Candidate profiles. One copy was mailed to all Tribal members households. By providing this information in a separate issue, and mailing only one copy per household, it saves on the cost of printing and mailing and also does not have an impact on the revenue.

Up until the first part of January 2002, the Menominee Nation News was being published by the Shawano Leader (Triangle Press) in Shawano, WI. There was a need to change publishers because of the price and the product being produced. In the later part of January 2002, Menominee Nation News began to be printed by Waupaca Publishing Company in Waupaca, WI. Waupaca Publishing Company offered more services at a lower rate. Since that time, Menominee Nation News is able to offer color advertisements, happy ads, memorials, etc. We have seen a positive response to this service. Towards the end of Fiscal Year 2006, the Shawano Leader approached the department with an offer to print the newspaper with the same services as offered at Waupaca Publishing, but at a lower rate. It was agreed to start publishing at the Shawano Leader as of October 1, 2006.

The Menominee Nation News has been distributed on schedule since January 2002.

# Menominee Tribal Clinic

Jerry Waukau, Clinic Administrator

The mission of the Menominee Tribal Clinic is to provide quality, accessible and comprehensive health services in the area of medical, dental, and community health services. We serve approximately 4,000 eligible Indians and have active users of 11,251 for the various services offered at the clinic.

In Fiscal Year 2007 we spent approximately \$16,814,623.00, compared to \$16,139,909.00 in 2006.

The following is a Financial Summary Report:

	Ledger #	Contract Title	Total Funds Expended
1	1143	Tribal Deferred Care Services	\$ 121,939
2	1405	2007 Third Party	\$ 6,913,000
3	1406	2007 Third Party Reserve	\$ 800,000
4	1501	NOFA – Health Care Grants	\$ 101,467
5	3006	2007 IHS Primary Prevention – Diabetes	\$ 598,417
6	3008	2007 Indian Health Service Contract	\$ 7,525,000
7	3017	2007 IHS Special Diabetes for Indians	\$ 440,539
8	4202	WIC	\$ 92,208
9	4203	Maternal Child Health – State of WI	\$ 37,105
10	4204	WIC Farmer's Market	\$ 1,045
11	4211	IAP-LHD Immunization	\$ 10,736
12	4212	Reproductive Health EIDP	\$ 3,892
13	4213	Coop American Indian Health Program	\$ 10,000
14	4216	WI Well Women's Program	\$ 12,594
15	4221	MCH Peri-natal Health	\$ 5,689
16	4224	Medicaid Eligibility Outreach	\$ 40,475
17	4227	Child Lead Poisoning	\$ 1,078
18	4228	Preventive Health & Health Service Block Grant	\$ 3,687
19	4229	Fluoride Mouth Rinsing Program	\$ 2,031
20	4230	Asthma Services	\$ 8,250
21	4231	WI Well Women's Program – Consolid. Contract	\$ 1,310
22	4232	WI Well Women's Program – Expanded	\$ 5,949
23	4234	WIC Breastfeeding Agreement	\$ 1,300
24	4240	Family Planning Minority Staff	\$ 21,950
25	4243	WIC Breastfeeding Peer Counseling	\$ 6,000
26	4244	SBIRT	\$ 19,108
27	4245	SBIRT Treatment Funding	\$ 5,000
28	6101	Rural Infant Health Program	\$ 10,000
29	6103	GLITC Tobacco Prevention Education Program	\$ 3,700
30	6107	Maternal/Child Oral Health Project	\$ 9,184
31	6503	Cancer Control & Outreach	\$ 1,970
		<b>TOTAL</b>	<b>\$ 16,814,623</b>

Overall access to clinic services is good. Indian Health Service continues to fund the Tribe at about 40% of our level of need, which forces us to ration health care services, especially in the area of Contract Health Services.

The Clinic has completed a mental model to incorporate Bridges Out of Poverty training, and has been an active partner in the Getting Ahead Work Group.

The Indian Health Care Improvement Act is considered the cornerstone legal authority for the provision of health care to Native Americans. It was enacted in 1976 and efforts are in place by Tribal organizations to re-authorize the Act.

The Clinic employs over 125 full-time employees and 21 part-time or on-call.

The Clinic changed accrediting agencies this past fall. We switched from the Joint Commission on Accreditation of Healthcare Organizations (JCAHO) to Accreditation Association for Ambulatory Health Care (AAAHC). We feel AAAHC is more consultative in nature and will meet our needs for ensuring quality care to our patients. There are no major penalties for withdrawing nor will it affect our billing for third party reimbursement.

Effective August 1, 2007 the Clinic transportation services were provided by the Menominee Transit Service. We entered into a memorandum of understanding (MOU) with the Menominee Public Transit. This partnership will increase the access to the clinic and other necessary medical services by merging and expanding the existing clinic transportation service with the services provided by the Menominee Public Transit Service. Central to this partnership is the creation of a mobility manager position with Menominee Public Transit that will be responsible for fielding and coordinating health related requests. The Clinic will have access to three vehicles and Menominee Public Transit will have the ability to add passengers as appropriate to long distance and local runs. As long as passengers are referred through the Clinic and are under the care of clinic providers they will not be charged a fare.

**BILLING**

The Billing department is responsible for billing all patient services and posting payments for all billable departments within the Menominee Tribal Clinic by utilizing a computerized billing/accounts receivable software system. The department also serves as the central cashier by collecting and receipting personal payments on patient accounts, date of service fees, eyewear and contact payments, and selling Over the Counter (OTC) medications. The staffing plan of the department includes the business manager, systems coordinator, network administrator, IT support specialist, six billing specialists, and two coding specialists.

The department experienced unexpected turnover during the reporting period beginning in December, 2006 and continuing through June, 2007. We had a total of three (3) long time staff leave the department. As a result, it took time to hire new employees and we continue to train the new staff in their responsibilities. Staff vacancies has caused us much havoc with our accounts receivable as we have fallen behind in daily posting of some charges along with payments for Pharmacy, Medicaid and Medicare. Posting of payments also affects the level of our adjustments further affecting the A/R balance. We expect to be fully caught up by 12/31/07.

**Accounts Receivable**

For the reporting period October 2006 through September 2007, the Billing department processed \$11,536,242.00 in services. Of this amount, \$3,109,832.00 is considered to be non-billable or non-revenue producing, leaving a billable amount of \$8,426,410.00. The amount adjusted off patient accounts after insurance payments, payment rejections, and other adjustments was \$3,238,567. Payments received and posted from insurance and patient payments for the period was \$4,076,241.00. The beginning accounts receivable was \$1,327,530.00 with a period ending balance of \$2,439,027.00. The following table summarizes this data.

**Accounts Receivable - Services/Payments/Non-billable Adjustments & Write-Offs 10/1/06 – 9/30/07**

DESCRIPTION	FY 07	Increase/(Decrease) from FY 06
Accounts Receivable		
10/01/06 Beginning Balance	\$ 1,327,530.00	
9/30/07 Ending Balance	\$ 2,439,027.00	\$ 1,111,497.00
Total Services Posted in System	\$11,536,242.00	\$ 486,375.00
Total Payments Posted in System	\$ 4,076,241.00	\$(450,434.00)
* Total Non-Billable Services	\$ 3,109,832.00	\$ 229,313.00
Total Adjustments	\$ 3,238,567.00	\$(189,734.00)

\*non billable services are services provided to tribal members who have no insurance source to bill and are automatically written off.

**Cash Receipts**

For the reporting period a total of \$6,097,636.00 in cash receipts for services was received and represents an increase of \$28,697.00 as compared to the previous fiscal year. The following table summarizes this data and the categories used for tracking purposes as well as the percentage each category represents compared to the total. The following is a chart illustrating cash receipts received from October 1, 2006 through September 30, 2007:

DESCRIPTION	% of Total	FY 07	Increase/(Decrease) from FY 06
Medicare	6%	\$ 408,036.00	\$ 203,220.00
Medicaid	44%	\$2,654,572.00 **includes FQHC of \$1,476,505.17	\$ 15,062.00
General Insurance	47%	\$2,866,677.00	\$ (197,718.00)
Personal & Other	3%	\$ 168,351.00	\$ 7,133.00
<b>Totals</b>	<b>100%</b>	<b>\$6,097,636.00</b>	<b>\$ 28,697.00</b>

Our two coders attended certification training in June in anticipation of sitting for the five (5) hour Certified Professional Coder exam in July, of which they successfully passed. This was a great accomplishment for our coders both personally and professionally.

**COMMUNITY HEALTH NURSING SERVICES**

The Community Health Nursing Service continues to provide a variety of services within the clinic and out in the community.

The Immunization Program oversees vaccine use within the clinic. Vaccine used to immunize children comes from the State of Wisconsin's Vaccine for Children's program. Adult vaccine is purchased by the clinic. Vaccines given are documented in the clinic record and onto the Wisconsin Immunization Registry. Walk-in services for Immunizations are available through the Community Health Department at all times. A total of 1,903 immunizations were given.

Health checks are available to children 3-18 years old. A total of 212 patients were seen.

Medication management for patients with Chronic Mental Illness is provided in collaboration with Menominee County Health and Human Services.

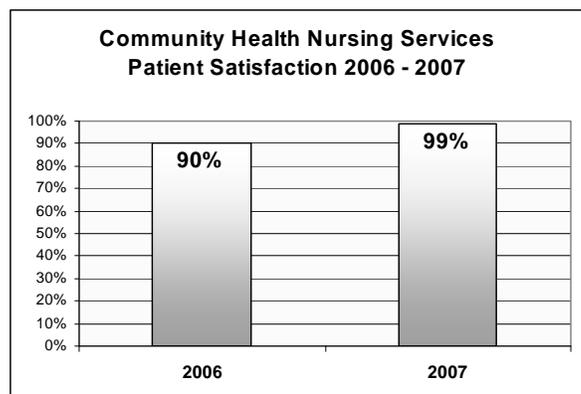
Community Health Nurses provide nursing services in patient's homes. A total of 4,362 home visits were made. Referrals for these services come from MTC doctors and outside hospitals and clinics. Requests also come from patients and family and are assessed for what is needed. Collaboration with other agencies and programs are utilized when needs indicate.

Skilled nursing services are provided to the jail two times a week. Inmate's needs are evaluated and appointments made when indicated. There were a total of 398 contacts.

Influenza vaccines are available during flu season through the Medical Department and Community Health Department. Influenza vaccines are also given at the worksites in the community. Community Health nurses are responsible to follow-up on communicable diseases reported by Menominee Tribal Clinic physicians and in Menominee County. See attached Annual Public Health report for statistics.

The HIV/AIDS Prevention program displayed the Wall of Moccasins at the clinic during the week before World AIDS Day and at the Annual World AIDS Day walk. It was also displayed at the Mock Disaster at the High school and the Powwow. HIV/AIDS teaching was done for clients at Maehnowesekiyah on 1/12/07, 2/28/07, 3/21/07, 6/20/07, and 8/22/07. The HIV/AIDS program coordinator chaperoned 12 Menominee youth who attended the GLITC Youth Conference which focused on HIV/AIDS and Native American People.

The Rural Infant Health worker attempts to visit every newborn on the Reservation. Information is presented on Sleep Safe (smoke alarm installation), car seats, immunizations, well baby visits, and feeding habits. Weight checks are also



completed. High Risk infant cases are discussed with doctors and RN's, and are referred to the Birth to Three programs at MCHHS. If respite care is needed they are also referred to MCHHS. Post natal questionnaires are performed on mothers and referrals are made to the Mental Health Department.

We are no longer able to provide transportation services through our department. The Tribal Transportation Department now provides rides for MTC patients that are referred by the clinic.

**SPECIAL DIABETES PROGRAM FOR INDIANS**

The Diabetes Program at the Menominee Tribal Clinic continues to provide a wide variety of services to the Menominee community. The focus is not just on people who have Diabetes, but also moves beyond and looks at people at risk for developing diabetes. Youth are also a major focal point of this program. The Diabetes Team works together to provide complete care for the diabetic patient in an effort to improve the patient's quality of life and to prevent complications. Team members include the Diabetes Coordinator/Educator, a Registered Dietitian, the Community Health Nursing Director, a Physical Fitness Instructor, a Medical Doctor, Optometrists, Nurses, a Dental Hygienist, a Lab Technician, a Wellness/Diabetes Assistant as well as representation from Administration, Medical Records and the Diabetes Prevention Program. Three of staff members are certified Diabetes Educators. Diabetes education is given at every opportunity, both one-on-one and at group functions. Two educational conferences are held each year, in addition to a multitude of physical activity events. These include the Tuesday Night Summer Walking Program, the Fall Walking Program, bike classes, the Diabetes Relay, the Pow-Wow Run/Walk, the Triathlon, Tour de Rez, the 3<sup>rd</sup> & 4<sup>th</sup> grade after school physical activity program, the Heart of Menominee Poker Walk and the Arthritis Foundation Exercise sessions at the Neopit and South Branch Senior Centers, and other exercise programs. The exercise events and educational activities are open to all tribal members, decedents and families, and tribal employees.

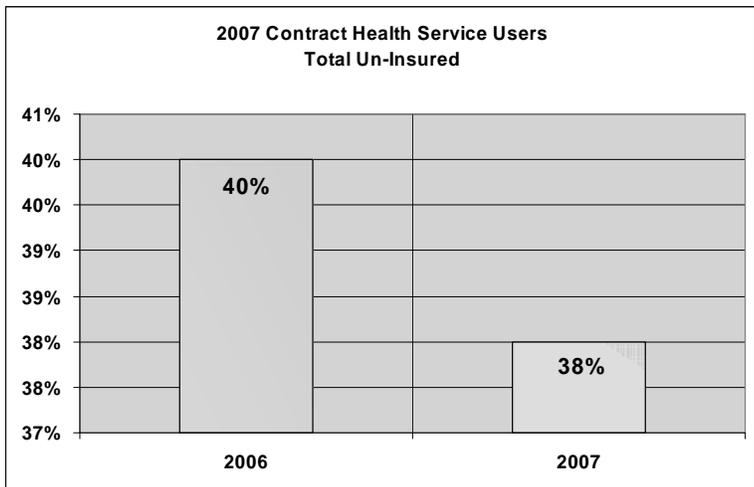
Health screenings are done throughout the year at various worksites, including the schools and various community events. The screenings include blood glucose, blood pressure, cholesterol, HDL, lung volume, body fat composition, carbon monoxide, skin fold, height, weight, strength and waist circumference. People with abnormal results are referred to their physicians for additional follow-up. The grant provides a podiatrist to come to the clinic two times a month to see patients with Diabetes, he sees about 30 people every month. There are currently 678 patients on the Diabetes Registry; five of these patients are under the age of eighteen. The Diabetes Educator had 425 patient contacts and the Registered Dietitian had 183 patient contacts in the last year. Chart audits are done on these patients and the results help identify areas of care that need improvement.

The Diabetes Program will continue to sponsor physical activity programs and nutrition programs. The Diabetes Program will be working in collaboration with the Wellness Program, the Gift of Heart Health Cardiovascular Program, the Tribal Insurance Department, the Diabetes Prevention Program and the schools.

**CONTRACT HEALTH SERVICES**

The Mission of the Menominee Tribal Clinic is to "provide quality, accessible and comprehensive health services." The Contract Health Services (CHS) program supports this mission by assisting eligible patients in obtaining necessary emergency, diagnostic, or specialty care not available at the Tribal Clinic.

Eligibility for CHS is based on requirements according to established Federal Guidelines 42 CFR 36.23. CHS is a payer of last resort as defined under 42 CFR 36.61 and is used when there are no other resources available. The CHS program is not an insurance program, nor should it be used in place of one. The Menominee Indian Tribe requires individuals to participate in employee health insurance.



Contract Health Staff consists of the CHS Coordinator, CHS Assistant, and two Benefit Specialists.

The Contract Health Program has 2,297 active patients. 38% of Contract Health users are uninsured. 12% have Medicare and 50% are covered by private health insurance.

Each year, the availability of funding for the Contract Health Program determines the level of medical and dental care that can be provided. Payment is approved only when the care is medically necessary, falls within the established Medical Priority, and the individual meets all other eligibility requirements. The Medical Priority is determined by clinical information such as condition of patient, rate of deterioration, potential morbidity of the patient, and expected outcome from treatment. Priority Levels are:

**CONTRACT HEALTH PRIORITY LEVELS**

**PRIORITY I: EMERGENT, LIFE THREATENING:** Treatment required preventing immediate death. Treatment of conditions, if left untreated, would result in grave outcome.

**Examples:** Heart Attack, Asthma Attack, Kidney Failure, Cancer

**PRIORITY II: SERIOUS AND PREVENTION SERVICES:** Treatment/diagnosis of serious Conditions which have a high potential, if left untreated, to become life threatening. Preventative services which would improve the consequences of a condition/illness. **Examples:** Breast Biopsy, Cardiac Stress Test, Medications not available at Clinic.

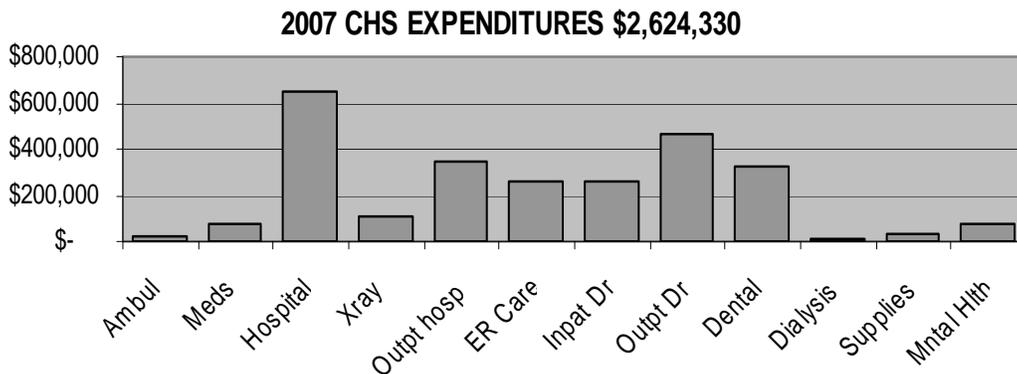
**PRIORITY III: PRIMARY AND SECONDARY CARE:** Treatment of non-emergent conditions that would have a significant impact on morbidity and mortality. **Examples:** Cataracts, Gall Gladder Removal, Knee/Back Pain, Screening Colonoscopy

**PRIORITY IV: CHRONIC TERTIARY CARE SERVICES:** Treatment of chronic conditions that have a less impact on morbidity and mortality. Treatment is elective and high cost. **Examples:** Hip and Knee replacements, Bariatric, Nursing Home Care

**PRIORITY V: EXCLUDED SERVICES:** Services that are considered cosmetic, experimental, or have no proven medical benefit. **Examples:** Services not covered by Medicare/Medicaid, Orthodontist, and Lasik.

In order to stay within our limited program budget for this year, Contract Health Services authorized Priority I services (Emergent, Life Threatening) only. Patients who meet the eligibility criteria, but the referral is not within the current CHS Medical Priority, could have referral placed on Deferred Care Waiting List or elect to proceed and assume responsibility for payment.

Total 2007 Expenditures for Contract Health Services were \$2,624,330. Cancer, Injuries and Heart related conditions are the major expenses for Contract Health.



**Referrals:** 2,981 referrals were sent out for specialty care and diagnostic procedures. 608 Priority I referrals were approved by CHS. There were 2,061 self pay referrals (which includes patient self pay, workers comp, medical assistance, etc). 156 referrals were approved for payment under FY2007 Deferred Care Services.

**Deferred Care:** In October, 2006, Contract Health received \$101,467 allocation from Tribal Judgment Funds and \$121,939 Tribal Budget Allocation for FY2007 Deferred Care Services. Deferred Care are those services which have been requested by referral from a physician but Contract Health is unable to fund payment because of it is not considered "Priority I or Life Threatening."

FY2007 DEFERRED CARE SERVICES PAYMENT SUMMARY		
CATEGORY	NO. OF REFERRALS	AMOUNT
Cardiology - Heart	27	\$ 27,805
ENT - Ear Nose Throat	4	\$ 1,240
Endocrinology - Thyroid	2	\$ 4,823
Gastroenterology - Stomach	13	\$ 17,458
Gynecology - Women	6	\$ 13,586
Neurology - Brain	6	\$ 6,385
Nephrology - Kidneys	3	\$ 6,664
Ophthalmology - Eyes	21	\$ 49,825
Orthopedics - Bones	3	\$ 13,807
Pulmonology - Lungs	11	\$ 13,272
Radiology - X Rays CT MRI	26	\$ 12,467
Rheumatology - Arthritis	4	\$ 4,436
Surgeon	20	\$ 46,177
Urology - Urinary System	4	\$ 2,796
Other - Dental, Skin, Equipment	6	\$ 2,664
<b>TOTAL</b>	<b>156</b>	<b>\$ 223,406</b>

**Medicare Like Rates:** The Medicare Modernization Act of 2003 included a provision (Section 506) requiring hospitals that participate in Medicare to accept Medicare Like Rates as payment in full when providing services to individuals under Contract Health Services Programs of Indian Health Services. The Final Rule for Medicare Like Rates became effective July 5, 2007. This law only applies to hospital services and does not include Physician Services or free standing surgery centers. We estimate the potential savings to our CHS program will be approximately \$650,000 per year.

**CHEF (Catastrophic Health Emergency Fund):** This past year, the CHS Program had 18 catastrophic cases totaling \$1,132,815. The highest category was Injuries with seven (7) cases \$376,500; next was three (3) cases of cancer \$357,000; three (3) cases of stomach conditions \$174,175; two (2) cases of heart related condition \$91,363; one (1) Lung condition \$100,000; and one (1) Ear, Nose, Throat diagnosis \$33,714.

**Benefit Specialist:** Two Benefit Specialists continue to be a big part of the CHS program. The Benefit Specialists assist patients with finding alternate resources of payment for medical bills. 344 referrals were made to Medical Assistance Programs including AFDC related, BadgerCare, HealthyStart, Family Planning, Wisconsin Well Women's, and QMB. 136 applications were filled out on site. 83 backdates were requested. 38 referrals were unsuccessful or denied.

In May of this year, the State of Wisconsin was granted an extension until 2009 to continue SeniorCare, a prescription drug program, which covers persons over the age of 69. SeniorCare is Wisconsin's answer to the Medicare Part D fiasco which changes from year to year and continues to confuse benefit workers and elders alike. The Benefit Specialist assisted 99 elders with filling out the SeniorCare applications and paid the \$30 annual application fee.

The Benefit Specialists also assisted 21 patients with filling out applications for Patient Assistance Drug Program for medications not available through our pharmacy. 18 referrals were made to the Tribal Elder Benefit Specialist to assist with Medicare Part D issues. 29 referrals were made to Social Security Disability, 11 were approved, and 18 applications are pending.

**Insurance Programs and Contract Health:** We also refer Employees to their employee sponsored Insurance programs. Some employees elect to drop insurance or not participate because of the cost. Their perception is that the Tribal Clinic will take care of all their medical bills, oblivious to the fact that by not taking the insurance, they are also ineligible for Contract Health Services. Benefit Specialists assist with Insurance questionnaires so medical bills can be paid. Contract Health will not pay for medical bills if employees do not respond to insurance questionnaires and the time limit has past for filing.

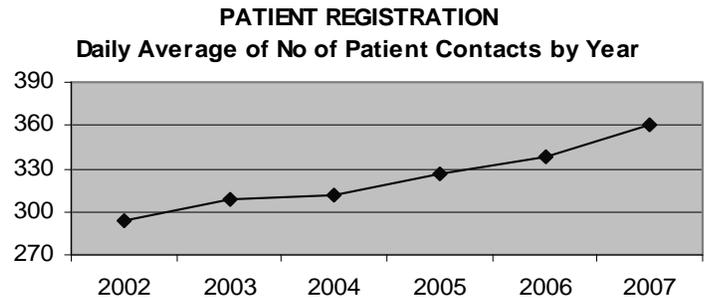
**PATIENT REGISTRATION**

The Patient Registration Department of the Menominee Tribal Clinic is comprised of three Patient Registration Clerks. The Clerks are responsible for registering all new and existing patients accessing clinic services. They enter patient information such as address, phone number and health insurance coverage at each visit. This information is important as all clinic staff depends on this information in one form or another.

Patient Registration determines eligibility for direct care services according to IHS guidelines on all new patients. Patient Registration supports the third party collection efforts by directing patients to the Billing Department when there are insurance related issues on their accounts. They also coordinate with the Benefit Specialists in Contract Health by referring patients for SeniorCare, Medical Assistance Applications and applying for Medicare and Insurance.

When a patient is seen at the clinic, we are able to bill the cost of those services to the patient's health insurance, Medical Assistance, Medicare, etc. The payment received from the insurance is put back into the clinic budget which is then used to continue to provide clinic services such as medications from the pharmacy, doctor visits, x-rays and so forth.

The Patient Registration department had 88,918 encounters this year which was an average 361 patients per day. We registered 497 new patients this year.



**DENTAL**

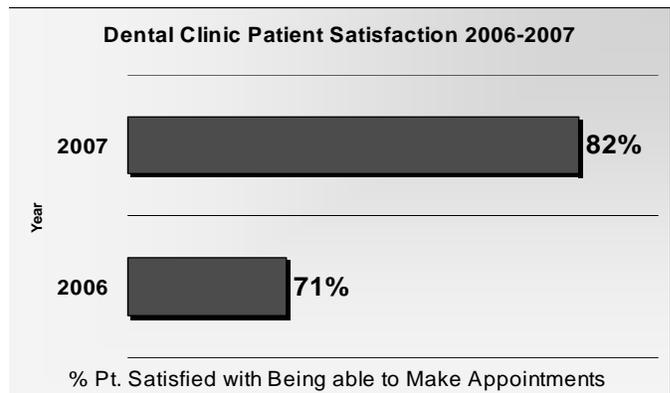
The dental clinic is a part of the Menominee Tribal Clinic. There are four full time dentists and one part time, one receptionist, one dental lab technician, three hygienists, and seven assistants.

We offer a full range of dental services including: cleaning, fillings, crowns, bridges, dentures, and implants. This wide range of services is beyond those offered in any other Indian Health Service dental clinic. We are the only clinic in the Bemidji area that has its own full service dental laboratory. For the last 5 full years we have averaged 9,155 patient visits a year, including walk-ins. We project that we will have about 9,600 patient visits in 2007. In the past 10 years the number of patients seen each year at the dental clinic has increased 41% and the dollar value of the production has increased 417%.

We are now able to offer hospital care for our youngest patients with severe dental problems at the Shawano Medical Center. We can treat between 2 and 5 patients a month there, in addition to the care in the Green Bay and Appleton area.

We also administer fluoride and sealant programs for children. In the summer of 2007 we placed 229 sealants on children ages 5 to 14. Each year we examine about 200 Head Start children. This is followed by three fluoride varnish treatments at the school. We also offer fluoride rinses once a week for about 700 children in the school district grades K-8. Between 2001 and 2006 we have seen a drop of 10% in the number of children 2-5 years old with untreated tooth decay. There has also been an increase in the number of children who have never had a cavity from 12% in 2001 to 34% in 2006. The percentage of our children ages 2-5 years old with untreated decay was 39% in 2006. This compares well to the last national survey of Alaskan Native/American Indian children that showed that 68% caries rate in that age group. We hope that 2007 will show a further improvement.

We also have been awarded a grant to use xylitol to prevent early childhood caries. Tammy Keller, RDH administers this program and oversees all of the community programs. There are currently 53 pregnant women enrolled in the program (program goal was 40). Xylitol wipes are being provided to the early Head Start program. We also work with the WIC department, who refer pregnant mothers for xylitol and infant children to the dental department for exams and fluoride varnish treatments.



Since 2001 we have been trying to increase the number of diabetic patients seen in the dental clinic. In 2001 we

saw 30% of the patients on our registry in the dental clinic and we are now averaging about 50%. Our goal is to get up to 60%. We also track HbA1c lab results and try to correlate those with the dental care provided.

We have participated in several community education events in schools, health fairs and diabetic conferences.

Our goal for 2008 includes staying technologically current to offer the most up-to-date care we can and continue to increase the production of the clinic. We also plan to continue our prevention programs and try to further reduce childhood caries.

### **EMERGENCY MEDICAL SERVICES**

The Menominee Tribal Rescue Service provides Basic Life Support Services along with the advanced skills of cardiac defibrillation, advanced airway management combi-tube, and administration of epinephrine for anaphylactic shock caused by allergic reactions. Some of the more common basic services include doing a patient survey/exam, gathering medical history information, administration of oxygen, glucose, application of bandaging and splints, immobilizing of injured patients using various types of equipment, and transport to a medical facility when needed. Our service deals with a wide variety of illnesses and injuries. Some of the ways these injuries occur are by motor vehicle accidents, four wheeler, bicycle, boating, rafting, falls or other accidents at home, work, school, the casino and other public places, and by violence. Some of the more common medical illness related calls include heart attack and/or chest pain, stroke, diabetes, respiratory problems, high fever mainly in children, and a number of chronic illnesses.

We also provide first aid services as time permits for area events such as school sports and Pow-Wows, and fitness events.

We currently have 26 EMTs of which 3 are full time and 23 are part time "on – call". 8 are EMT-Basic and 18 are EMT Basic IV-Technicians. 7 of the Basic EMT's were hired from a group that attended the class held here in Keshena. Our goal is to have all Basic EMT's at the IV-Technician level within 2 years of employment.

All of our EMT's are using the following skills and medications as well as all basic skills approved by the State of Wisconsin for use at the EMT-Basic level:

- (1) Emergency Medical Treatment of Hypoglycemia with Glucose Monitoring and Administration of Glucagon;
- (2) Administration of Aspirin for Chest Pain Believed to be of Cardiac Origin; and
- (3) Administration of Nebulized Albuterol for the Emergency Medical Care of Severe Asthma.

In addition to the above skills and medications, the EMT-Basic-IV-Technician can supplement the above skills with the following skills per current protocol:

- (1) Start intravenous fluid administration;
- (2) Administer narcan for suspected narcotic overdose;
- (3) Administer dextrose for diabetic patients with low blood sugar; and
- (4) Administer nitroglycerin for chest pain of a suspected cardiac origin.

A new 2007 Ambulance was placed in service as of August 31<sup>st</sup> 2007. Cost of the new ambulance and equipment \$97,053.00

For the reporting period, Menominee Tribal Rescue Service has responded to 890 calls, out of which 565 patients were transported to a medical facility for definitive care. The remaining calls were not Ambulance transports for a variety of reasons including an injury or illness not requiring Ambulance transport or the patient refusing medical care or transport. In some cases there were no patients.

Outside ambulance services were called upon 86 times (up 19 from last year) for ambulance calls while our service was busy or for advanced life support services including, 54 ambulance calls while our ambulance was busy (up 20 from last year), 27 ALS ground ambulance intercepts (up 6 from last year), and 5 medical helicopter requests (down 7 from last year).

### **HOUSEKEEPING/MAINTENANCE**

Housekeeping purchased five (5) hand held radios for better communication for housekeepers. Radios result in less interruption during work hours paging a housekeeper. Also purchased a battery operated vacuum, which works well with less noise and cord problems when housekeeping has to clean Pharmacy during working hours.

Carpeting has been replaced in many parts of the clinic with vinyl flooring. Housekeeping is keeping up on the floors by doing a lot of stripping, waxing and washing, waxing.

Housekeeping Supervisor, Lee Pyatskowitz, and Yvonne Tourtillott have been attending computer class with Wayne Waupoose at Tribal Offices every other Monday.

**LABORATORY:**

	<b>2006</b>	<b>2007</b>
<b>PATIENT ENCOUNTERS</b> .....	11,694	13,322
<b>TESTS PERFORMED IN-HOUSE</b> ...	46,222	51,442
<b>TESTS REFERRED</b> .....	8,328	9,057
<b>DRUG SCREEN CLIENTS</b> .....	233	203

Staffing for the laboratory remains at three full time positions. One staff member continues to work an average of 4 days per week. An “on call” employee continues to work one day per week.

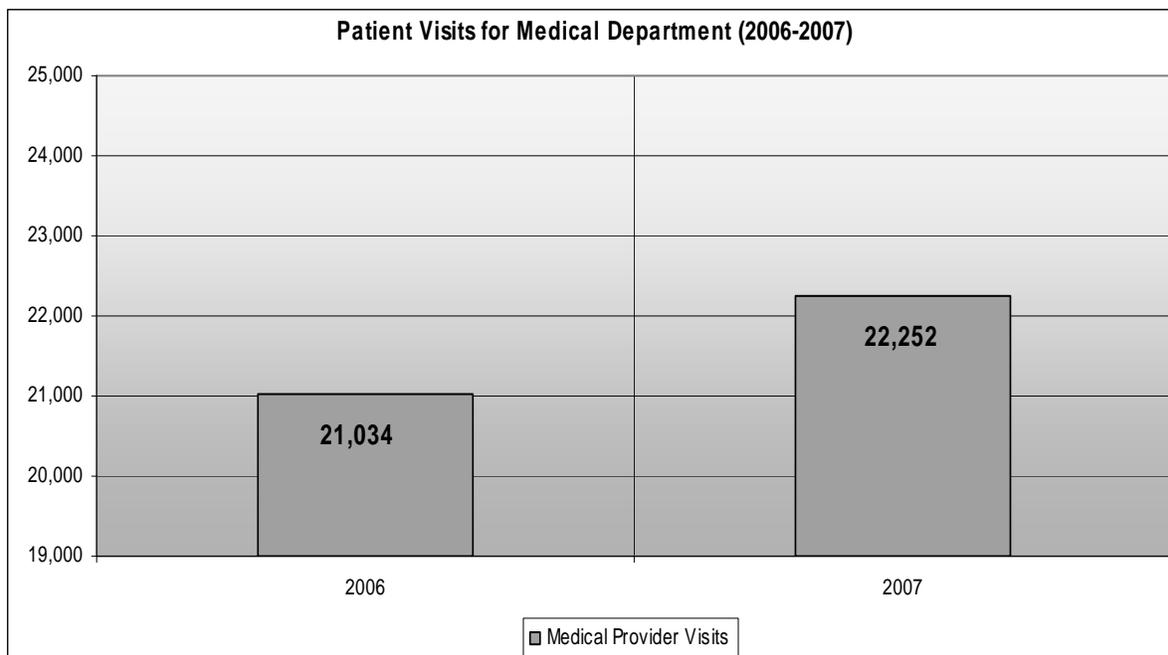
As in 2006 we participated in the phlebotomy training program through NWTC in Green Bay. In 2007 two students completed their phlebotomy rotation at our laboratory.

Necessitated by the clinic’s decision to pursue accreditation from AAAHC, the clinic as well as the laboratory has withdrawn their JCAHO accreditation. To fulfill CLIA requirements the laboratory is still required to be inspected every two years. A suitable replacement for JCAHO will be selected by the end of 2007 to meet the required 2008 laboratory inspection requirement.

The only equipment acquisition for the department was a Bayer Status Urinalysis instrument. The instrument was obtained in 2006 through a no-cost promotion. An interface update for the Fletcher-Flora system was necessary for installation at a cost of \$ 1800.00. The instrument and interface was installed in February, 2007.

**MEDICAL**

The mission of the Menominee Tribal Clinic Medical Department is to provide primary medical care and treatment to the Menominee Tribe. The department consists of six (6) Family Practice Medical providers, and two (2) Nurse Practitioners. Each medical Provider has a Registered Nurse or Licensed Practical Nurse to assist him/her. The Tribal Clinic also provides an acute care Triage system. The department provides service Monday through Friday 8:00 AM to 12:00PM and 1:00PM to 4:30PM.



The providers this year had 22,252 patient visits. This represents a 5% increase from 2006. The Physicians delivered 135 babies this year (a 9% increase over 2006). An average of 557 walk-in patients are seen monthly through the walk-in system, compared to 588 in 2006.

The Physical Therapy department operates four days per week. The No-Show rate is 21%. The Therapists see an average of 126 patients per month. This represents a 25% increase from 2006.

The department continues to utilize the services of Dr. Fletcher, cardiologist, a (1/2) half-day per month. This continues to assist Tribal patients avoiding travel to Appleton to access those services.

Dr. Larsen, podiatrist, has expanded his services to twice a month. He is able to see an average of 30 patients a month.

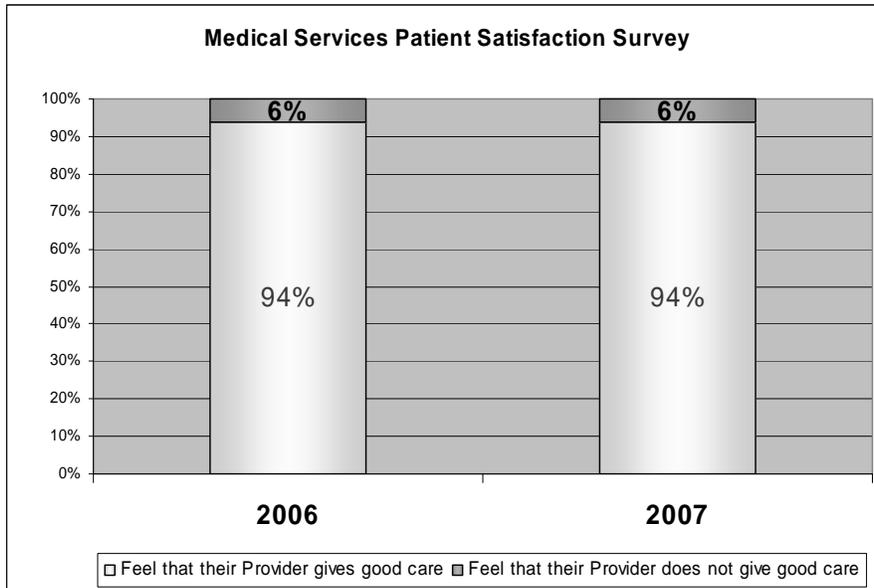
Zoe Zimmerman, RN, is a certified asthma educator, an added service in 2005. She trains patients in spirometry, lifestyle changes, and medication administration. In this reporting year she saw 76 patients. This represents a 145% increase from 2006.

A new five year grant began in June of 2007, The Wisconsin Initiative to Promote Healthy Lifestyles or WIPHL. This is a new state program that has been implemented in twenty clinics state wide. WIPHL is an evidence based, cost effective program offering SBIRT (Screening, Brief Intervention, and Referral to Treatment) services to help patients make the positive change to eliminate or reduce alcohol and/or drugs from their lives. The program is funded through a grant from the Substance Abuse and Mental Health Service Administration and is coordinated by the University Of Wisconsin Department Of Family Medicine. In the first four months of the program 1,527 patients were screened with 607 patients identified as meeting the criteria for unhealthy lifestyles.

The department continues to operate an "Ask-A-Nurse" phone line system. Patients called in for homecare advice, and, if necessary, the RN could schedule a same-day appointment. The Ask-A-Nurse RN received 441 homecare advice calls in 2006.

The six (6) Physicians rotate "On-Call" and hospital rounds. They continue to provide support and continuity of care to area Nursing Home residents. The current census is 23 patient residents in local Tribal Nursing Home facilities.

- Dr. Guenther serves on the Tribal Child Protection Committee.
- Dr. Slagle is the Medical Director of the Community Based Residential Facility (CBRF), and also serves as the Medical Advisor to the Infection Control Committee.
- Dr. Keenan serves as the Medical Advisor to the EMS (Emergency Medical Services) Department.
- Dr. Kennard serves as Medical Advisor for the Diabetic Program. Dr. Daun serves as Preceptor for Medical Students and Residents.
- Dr. Culhane is the Medical Director of the Clinic and serves as Medical Advisor for the Laboratory.



**MEDICAL RECORDS**

Dictated patient information is transcribed within one to two days of receiving the information in the department. An average of 11,400 lines per week is transcribed by the medical records clerks. An average of 1,074 patient records is pulled by the medical records file clerks each week. Patient information/materials are filed within one to two days of receiving the information in the department. Written requests for disclosure of patient information are processed within ten days.

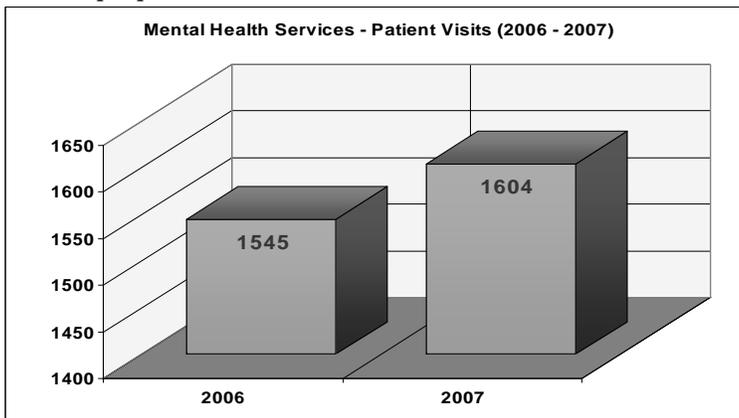
Staff members attended various seminars/workshops and other training including privacy laws, records retention and destruction, MITW P&P, team building, stress management, and improving communication skills and one staff member completed a medical terminology course.

The Health Information Management Committee held regular meetings over the year which included reviewing and approving patient care forms and performing other necessary functions involving performance improvement and protecting patient information.

Monthly staff meetings continue where staff members actively participate in discussion and decision making. Staff has discussed streamlining the process to locate patient files by use of the transcription module, P.I. project proposal to reduce/eliminate progress note printing errors, proper disclosures to Menominee Co. Human Services, incident reporting procedures, and new procedures for keeping the department secure.

New clinic staff members are oriented to the services and responsibilities of the Medical Records Department by the Medical Records Supervisor.

Total number of patient encounters by the \*Medical Services Department for 2007 per the Ambulatory Patient Care Encounter Report – 28,921. (\* Physician, Nurse Practitioner, Resident, Medical Student, Nurse, Physical Therapist, Laboratory technician, and Radiology technician as primary provider of service.)

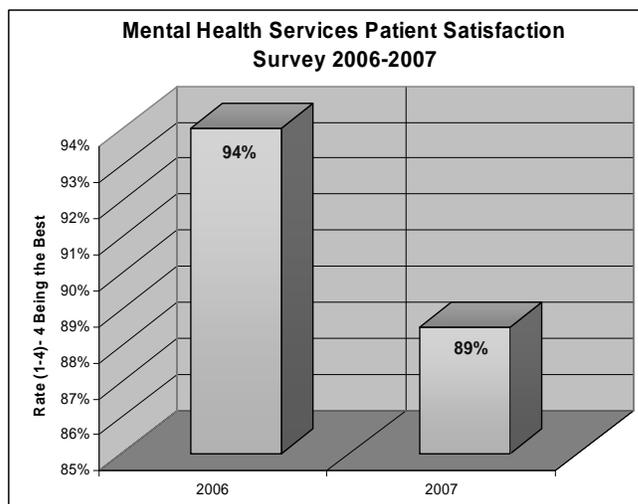


**MENTAL HEALTH SERVICES**

Mental Health Services continue to offer outpatient services by providing evaluations, assessments, and psychotherapy services utilizing a range of treatment modalities. Individuals requesting services are seen either in individual therapy, couple/marital therapy, family therapy or group therapy depending on the presenting problem or issue. Typically, Mental Health Services deals with such issues as depression, anxiety, stress, grief, sexual abuse, children and adolescent issues, suicidal ideations, addictions, anger management, family concerns, elderly/aging issues and alcohol education to list some examples of the presenting problems.

Mental Health Services continue to be a certified outpatient mental health program with certification being provided by the State of Wisconsin. The present staffing pattern consists of a full-time receptionist/secretary, two (2) Master Level Psychotherapists with Masters Degree in Psychology, one (1) Ph.D., Clinical Psychologist position, and a Consulting Psychiatrist who provides psychiatric evaluation, consultation, medications, in addition to providing clinical supervision to the mental health staff. All full-time providers are certified by the Department of Regulation and Licensing of the State of Wisconsin for providing mental health services. All providers are certified for third party billing purposes.

The total contacts have increased over this past year. The patient satisfaction survey, which is conducted annually, indicates that the services received at Mental Health Services were satisfactory, helpful, received in a timely manner and provided by knowledgeable and competent individuals. The overall no-show rate of 25% continues to be unacceptable. The no-show rate results in a loss of services provided and a loss of income to the Tribal Clinic. It is worthwhile to note that the longevity of Mental Health Services' staff affords a stabilizing influence to the providing of services to the community members. Including all five (5) staff members, the average years of service is fourteen (14) years.



Mental Health Services continues to work with other Tribal Clinic departments, Community agencies, Tribal organizations, local schools, and other agencies in the immediate geographical area.

## **NUTRITION SERVICES/DIABETES PREVENTION**

The clinic is in the third year of a five year grant award aimed at decreasing the incidence of diabetes in the Menominee population already diagnosed with Pre-diabetes. The tribe was one of only 36 tribes to receive this grant. The Diabetes Prevention Program has graduated its fourth class of participants in August. Studies show if we can keep these participants meeting their nutrition and activity goals, they will substantially decrease their risk of ever developing diabetes.

We continue to spend more time and energy in meeting the outpatient needs on the clinic's diabetes and cardiac patients. Gathering of statistics and implementation of Medical Nutrition Therapy have both increased in the past year as we strive to focus on the elevating rates of obesity and diabetes on the reservation. Community screenings have produced earlier Type II Diabetes diagnosis and therefore earlier, more successful treatment of the disease.

Highlighting this year's activities was the 7<sup>th</sup> Annual Relay for Diabetes held in August. A total of 1,391 miles were walked by the record 321 participants. Teams of family and friends exercised around the high school track and there were several activities for the kids this year. All of the Wellness Series events in the past year have shown dramatic increases in participation levels. The tribe has started working with several national organizations and IHS to bring cardiovascular health resources to the reservation.

The Honoring the Gift of Heart Health grant is the first of its kind and curriculum training was provided in September. Collaboration with various local agencies has provided walking programs, fruit and vegetable access to the community in restaurants, stores, and community events, bike rides, and quality worksite screenings. Collaboration for the community gardening projects and tiller program produced significant increases in area gardens.

Food Safety workshops were provided to the food service personnel using the ServeSafe curriculum. Wellness Screenings were offered throughout the community in collaboration with the Diabetes and Wellness departments. The Nutrition Director continues to sit on the national review board of food packages for Food Distribution Program on Indian Reservations. This board met over the past year to further address the availability of healthy foods to the Menominee and other Indian Reservations. The overall eating and cooking habits of the community were addressed in the past year. The Nutrition Services Department provided technical assistance to the MISD and Tribal School with their foodservice program and wellness polices. Nutrition In-services to Head Start and Daycare Staff were offered.

Our main concern continues to be having adequate space for our staff. We currently have two employees in office space downstairs. This continues to make it difficult for seeing patients for the pre-diabetes program since this area is usually an "employee-only" area. We anticipate the clinic's much needed expansion and/or remodeling so that we can effectively serve the Menominee People and their Nutrition and Diabetes Prevention needs.

### **Statistical Information (YTD)**

➤ Individual Client Visits:	293
➤ Diabetes	202
➤ Obesity	145
➤ Agency Contacts	2807

## **WIC DEPARTMENT**

The Women, Infants, and Children Program provides valuable nutritional and prenatal counseling to the Menominee Indian Tribe of Wisconsin. The WIC Program has provided assistance with childbirth classes, breastfeeding classes and consultation, and smoking cessation referrals, all showing a strong commitment to the future generations on the Menominee Nation.

Notable highlights from this year include: This is the second year of the WIC Breastfeeding Peer Counselor position that was funded through a state grant program. Duration rates improved over the year which was the local goal of the program. With the help of our Peer Counselor our WIC Program planned the following events during World Breastfeeding Week this summer: Cutest Breastfed Baby Contest 2007: This was our first contest like this. Besides the photo of the baby, the moms wrote a paragraph stating, "Why breastfeeding was the right choice". We had 18 contestants enter. The Winner's photograph will be displayed on a Bill Board in Keshena. All of the photographs are displayed at the Clinic. World Walk for Breastfeeding August 3, 2007: We had 76 walkers plus babies in strollers. A luncheon was provided where we announced the winner of the Cutest Breastfed Baby contest. Rock N Rest Tent: This was a large Tent set up at the Pow-Wow. Along with the help of Menominee Indian Head Start Program and the Diabetes Prevention Program the tent held chairs, rockers, diaper changing stations, infant and toddler snacks and bottled water. Families were able to rest, Breastfeed their infants and change diapers. We had information about Breastfeeding and Headstart enrollment. Honor Song for Breastfeeding: Our Peer Counselor

requested an Honor Song for Breastfeeding women and babies during the Pow-Wow. World Breastfeeding Week was explained and the community was thanked for the continual support to preserve, promote and protect breastfeeding on the Menominee Indian Reservation. Community Members then joined in and danced during the song. The tribe continues to be a leader in the state regarding breastfeeding rates. The program continues to successfully maintain a breast pump loan program with all 18 pumps being routinely checked out each month.

Previous additional staffing has produced statistical health improvements including the ever increasing breastfeeding rates, and the continued decline in smoking reported during pregnancy. Staff attended leadership training as well as several counseling trainings. As the caseload statistics below reveal, the WIC population continues to increase at a dramatic rate.

We have contracted with the state to screen our children for elevated Lead levels. This allowed the WIC Program to collaborate with the medical department to ensure proper screening intervals were being met.

Our present concern continues to be having adequate space for our staff. We continue to have one employee in half of our conference room due to the clinic's expansion of personnel. This has left the other half of the conference room unusable for large groups. Our Peer counselor does not have any office space for the time she is here. We anticipate the clinic's much needed expansion and/or remodeling so that we can effectively serve the Menominee People and their Nutrition and WIC needs.

Another concern is having adequate Vendors (WIC approved stores) in the Keshena area. Currently there are none in Keshena, although Neopit has two vendors. The WIC check redemption rates had been slightly above the state average, but with increased transportation issues, this may become an increased concern for the tribe to find a suitable WIC approved store in Keshena.

**Statistical Information (YTD)**

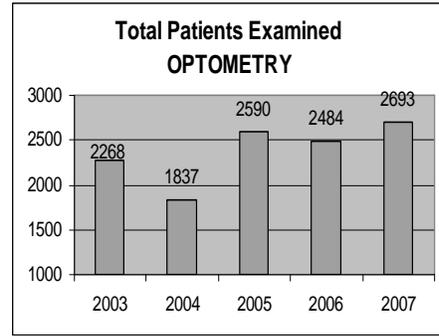
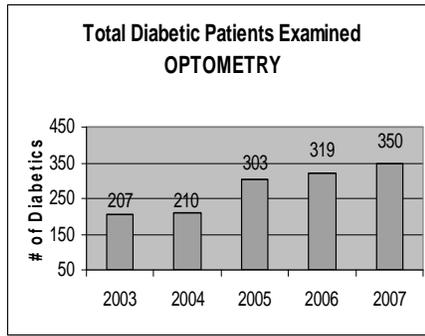
➤ Caseload FY03	513
➤ Caseload FY05	540
➤ Approved Caseload FY08	555
➤ August record month	572
➤ Breastfeeding Incidence	66%

Government reports still showed that for every dollar spent on the WIC program, \$2 is saved in health care costs related to the WIC population. As per our statistical information, we have shown improvements in the prenatal health of the Menominee Nation. We currently have 1.8 FTE paid through the State WIC funding, though, so we have stretched the dollars that we receive to its furthest level. The additional local funding for the remaining 1.25 FTE is vital to our program's existence. It is important that the department receives adequate funding from the tribe if we wish to continue to address the health and nutritional needs of the population.

**OPTOMETRY**

The Optometry Clinic consists of two full time Optometrists and three Optometry technicians. The Clinic is open five days a week from 8:00 AM to 4:30 PM. Services provided include comprehensive eye examinations, chronic eye disease care, acute/emergency care, contact lens services, low vision services, pre and postoperative surgical eye care, walk-in clinic, eye glass dispensing and eye glass repair.

Controlling pathology associated with diabetes remains a top priority in the department as Native Americans have proven vulnerable. Diabetes can cause profound impairment to vision. The prevalence of diabetic Native Americans is high; thus, special attention is given to these patients. Diabetics are given priority for scheduling, as many of the complications associated with diabetic retinopathy can be diagnosed and treated before substantial vision loss occurs. The department continues to perform dilated eye exams on all diabetics. We are able to objectively monitor advancement of the disease using a posterior segment camera. If a diabetic eye problem is determined to have progressed to a significant stage as determined by the Optometrist, the department will refer the patient to a specialist in Green Bay, Appleton or Wausau.



The preceding bar graph (left graph) demonstrates the significant success the department is having with regards to examinations of our diabetics. In 2007, we achieved an all-time high for diabetic patients receiving annual eye care. The other graph (right graph) indicates the tremendous volume of patients examined, which saw an all-time high in 2007. This number is only patient encounters with the doctor and does not include the approximate 5,300 patient encounters with the technicians.

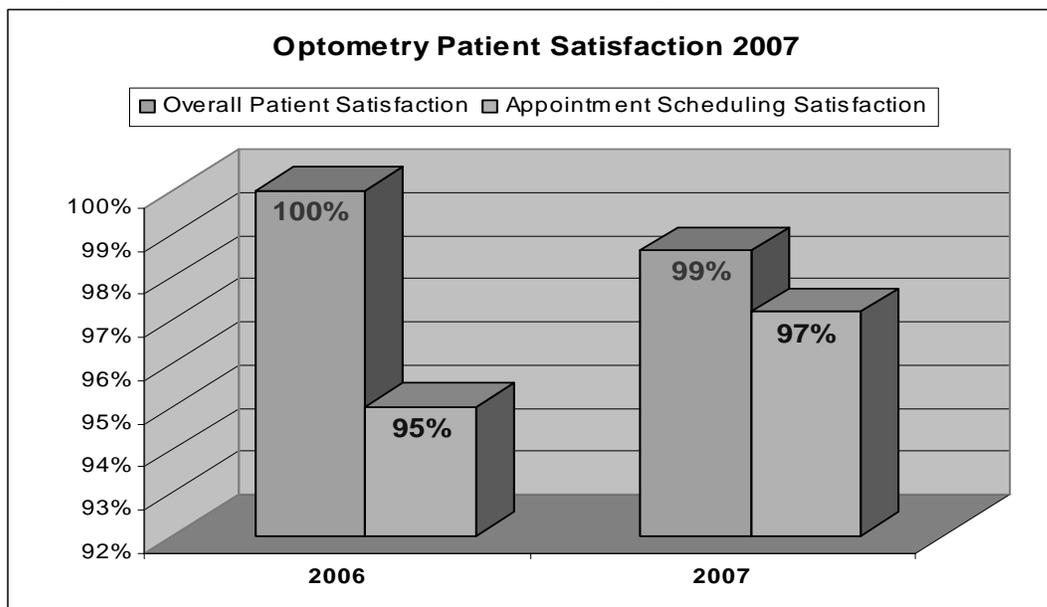
The diabetic no-show rate continues to be a concern; however it is down 2.8% to 27.4% compared to the previous year of 30.2%. The no-show rate for diabetics continues to outpace the no-show rate department wide (24.3%). All diabetics are thoroughly educated at each visit and informed why it is important to follow-up for their next scheduled appointment.

Other chronic illnesses treated in the Optometry department include Glaucoma, Cataracts, Macular Degeneration, Hypertensive Retinopathy, inflammatory conditions and many more debilitating ocular diseases.

The walk-in clinic has proven to be a great convenience to the community. As a result of positive patient feedback, we have continued with two opportunities for patients to take advantage of immediate non-emergent care. Patients are encouraged to present at patient registration at 8:00 AM on Tuesday or Thursday mornings. Then, they are to proceed to the Optometry department where the first five registered patients are given a comprehensive exam. Patients have enjoyed the convenience of not having to schedule.

Drs. Chelberg and Keszo participated in many pediatric eye screenings this year, including Menominee Early Childhood centers in Keshena and Middle Village, Keshena Primary School, Menominee Indian Middle School and the Menominee Tribal School in Neopit. Those children who failed the screening were followed up with either by a community health nurse or the school nurse. Parents were then encouraged to bring the child in for a comprehensive eye examination.

Once again, the department was involved with the diabetes screening at MTE. Dr. Chelberg screened about 60 workers and was able to photo document the retina thanks to our portable camera. Also, the department participated in presentations at the senior centers in Keshena, Neopit and South Branch.

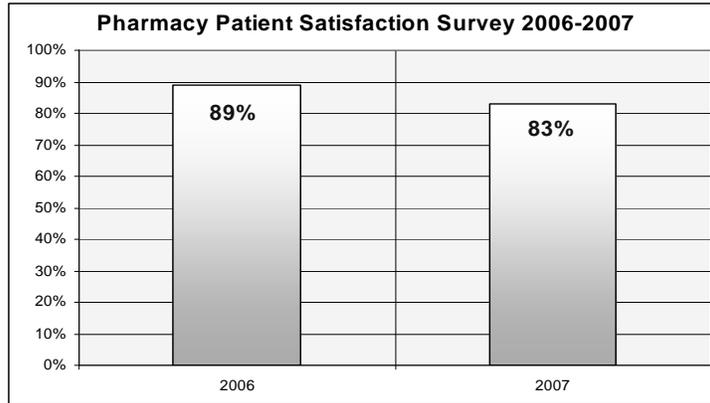


**PHARMACY**

The Pharmacy provides the Menominee patients with medications and appropriate information about these medications. The pharmacy staff was increased to 8 staff in 2000 and remains the same.

The Pharmacy & Therapeutics Committee made an effort to add medications that our community needed and that would decrease the MTC payments to outside pharmacies. The following drugs were added to our formulary: IUD Mirena, Morphine ER 15mg, Morphine ER 30mg, Percocet 5/325, Atrovent Neb. Soln., Spiriva, Advair Diskus 500/50, and Isosorbide Monohydrate 30mg, Mobic 7.5mg Mobic 15mg, Motrin 800mg, Alphagan 0.2%, Clobetasol ointment, Sporonox, Lovenox, Zofran and amiodarone.

The Patient Satisfaction Survey results were good with an overall rating of 8 out of 10.

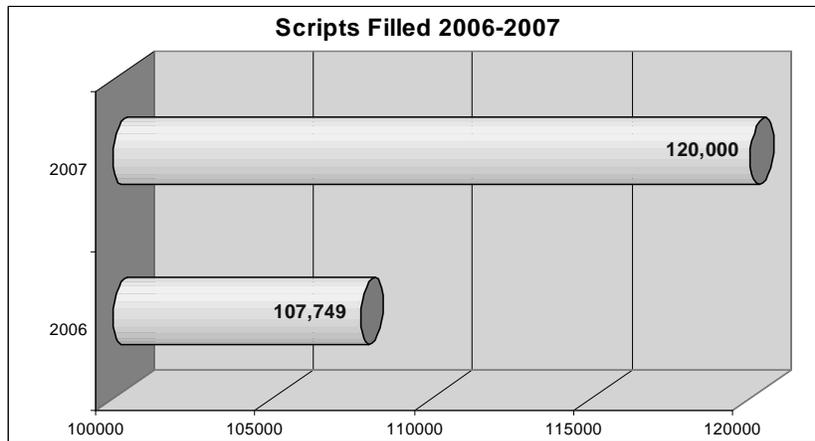


This year, 2007, the Pharmacy will dispense approximately 120,000 prescriptions. This is up from last year by about 50 prescriptions per day. The busiest month was August when we filled 10,446 prescriptions. The busiest day since the last annual report was Dec. 27, 2006 when we filled 950 prescriptions. For 2008, I estimate we will dispense 130,000 prescriptions. We will have approximately 56,000 patient contacts for 2007 (i.e. number of patients served).

We had Priscilla Swett a summer youth worker help us for the summer and we continue to have Kristin Waukau help us on a part time basis.

In 2007 I estimate we will spend \$1.2 million on medications and supplies, which was less than predicted due to significant cost saving measures (i.e. Zoloft now generic, Lipitor switched to Zocor). For 2008, I estimate we will spend \$1.3 million and do not expect any drastic reductions in drug expenditures.

	Total \$ Spent	% Increase	# Scripts Filled /YR	Cost/RX
2006	\$ 1,261,682	5%	107,749	\$ 11.71
2007	\$ 1,200,000	-5%	120,000	\$ 10.00
<b>Average: 11% Increase/Year</b>				



## **RADIOLOGY**

There was a 31.0% increase in exams and a 29.9% increase in patient encounters over 2006.

- Total x-ray exams & interpretations..... 4,533
- Total patient encounters.....4,731

## **WELLNESS**

The Menominee Tribal Clinic's Wellness Department is staffed by a registered nurse. Wellness and prevention activities are coordinated through a team approach utilizing the combined services offered by the diabetes, nutrition, fitness, community health, and occupational wellness departments. Activities are underway that address the wellness needs of the Menominee People covering all ages. These activities take place in multiple settings including schools, work sites, clinic settings and the community at large. Activities consist of weekly lifetime wellness classes in schools, employee health and fitness screenings, individual smoking cessation programs, community walks and runs, youth roller hockey, health research and doing wellness presentations when requested. Participation continues to grow with the annual triathlon, pow-wow run/walk. Efforts continue with grooming cross country ski trails during the winter months. Initiated new program presentations at Maehnowesekiyah on comorbidity involving alcohol and nicotine. The wellness department continues to advocate for smoke free tribal work settings. The tribe ranks number one in the number of buildings and work sites that are smoke free. The Neopit Middle School reduced its rank from number one nationally (year 2000) to the same rank as the State of Wisconsin's national rank (2007). Menominee youth continue to participate in the Behavior Risk Factor Surveys that help local youth identify unhealthy risk factors. This is the thirteenth year the clinic's wellness program has gone into the schools to provide health education and prevention to school age children. Ben Kenote completed his summer internship with the clinic under the Native American Youth in Health Care Occupations and Research. The wellness program sponsored the Menominee Indian High School Youth Summer Conditioning Program. Allan Tomow and Brandon Frechette coordinated the program.

## **WOMENS PERSONAL HEALTH**

The Women's Personal Health department at the Menominee Tribal Clinic provides a multitude of services for women and men of all ages. Among these services are contraceptive counseling and prescribing, mammogram referrals, prenatal visits, transportation to appointments, prenatal classes.

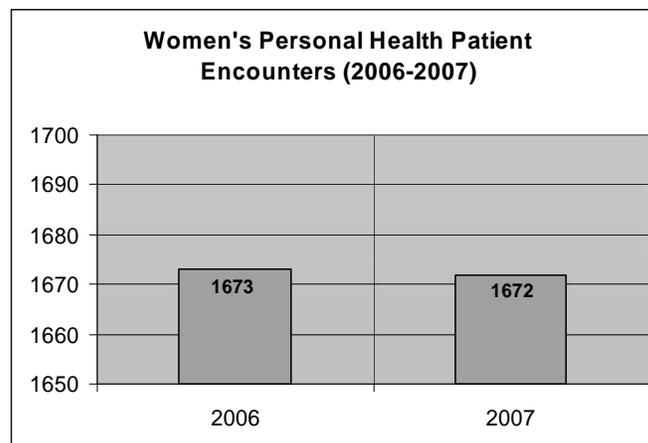
The WPH program saw 1672 clients this grant year.

Prepared childbirth classes are held every other month/1 night /week for 4 weeks with anywhere from 4 to 12 couples attending

Women's Personal Health Dept. continues to work with the CDC and offer free Chlamydia urine testing.

Child care classes were held 3 times this year at the clinic. This class teaches pregnant women about caring for their newborn.

Over the last year we had more need to be available to middle school students in the same manner that we have been involved with the High School over the years. We are counseling students regarding birth control and other health issues.



# **Operation Of Tribal Government**

Lisa Waukau, Tribal Chairman

The Chairman Office is responsible for carrying the actions of the Menominee Tribal Legislature and is the liaison to wide spectrum of governments & organizations. This office is often the primary point of contact for services and inquiries from our tribal members. We are here to serve and assist you.

The Chairman's Office and Menominee Tribal Legislature have worked on a number of issues this past year. We have hired Dennis "Pete" Maddox as Chief Financial Officer to provide financial leadership and in-depth experience to the Tribal financial organization and the revenue resources of the Tribe. He will also provide a line of communications to the Tribal Chairperson and Tribal Legislators concerning the financial status of projects and business plans on a current basis.

The Legislature has dissolved the MTL/MTE Task Force and created a standing committee known as Tribal Forestry Committee. This committee was created because the Task Force handled issues that the Legislature had given deadlines to complete and the issues were more frequent and required more time to be completed.

The Menominee Tribal Legislature adopted the Strategic Plan on September 25, 2007. Although it was adopted, it will continue to be working document for the Menominee Tribe and comments and future revisions can be made as deemed necessary.

We continue to work with state and national administrations on the Kenosha Project. This year the Menominee Tribe partnered with the Mohegan Tribe of Connecticut on this venture. Although we have tried to work with Potawatomi it is still a battle that continues as they oppose us.

In closing, I would like to take this opportunity to thank the many dedicated employees who have assisted with the various projects and services that we provide to you, our tribal membership. It has been an honor to serve as your Chairman this past year.

## **Probation and Parole**

William Beauprey, Director

### **Description:**

Pursuant to Menominee Tribal Ordinance 94-01 "Probation/Parole Regulations" and Tribal Ordinance 95-04 "Tribal Government Plan" our duties and guidelines are outlined in each law. The Department has three individual probation/parole officers who handled their own unique clientele.

A Program Director, Domestic Violence Probation Officer, Wellness Court/Youthful Offender Probation Officer and Administrative Assistant is each assigned to various committees and teams established to enhance alcohol, drug, and crime awareness within our community such as Drug Wellness Court, Teen Court, Ordinance Court, Pathways, and Community Coordinated Response Team for the Menominee Reservation and Stockbridge Reservation, and the Sexual Offender Registration Notification Ordinance Program.

### **Services:**

We supervise all Menominee Tribal members, Menominee descendants, federally recognized and unrecognized tribes. We average around 250 clients per month. We meet with our entire caseload twice a month to monitor their progress for each of the probation conditions. We direct our clients to local and neighboring community resources such as: Maehnowesekiyah Wellness Center for domestic violence counseling, AODA education, Day Treatment, and residential treatment; Tribal clinic for Anger Management, and Sexual abuse counseling; Menominee County Health and Human Services for Anger Management; and, AODA Education. Wellness Court and Ordinance Court are channeled through the same facilities. Stockbridge Health Center, Oneida AODA, and Amerindian Center of Green Bay provide the same services to clients who live off the reservation. Every early summer we are challenged with the jail overcrowding, the last couple of years we have had to relax our criteria for parole and be innovative with our ATR's (Alternative to Revocation) by additional community service hours, AODA Treatment Agreements and Stayed Revocation orders for immediate and long term solutions.

**Achievements and Challenges:**

Requests for changing the timelines in tribal Ordinance 94-01 giving both the Probation/Parole Department and Prosecutor additional time for the revocation process of probation or parole have been put in writing and taken before the Enforcement and Resource Protection Committee then forwarded on to Legal Services. Information of the Supervision Fee which will essentially charge clients a fee to be on probation or parole like the State Community Corrections has in place has, this has been given to the Director of Legal Services for an legal opinion. The challenge that effects the Probation/Parole Department directly is the fact that the Prosecutors Department has had a near complete change over.

To date, the Domestic Violence Probation Officer and the Administrative Assistant have been rehired and are back on track and meeting timelines. A purchase was made on a much needed commercial copier and a dot shredder due as a result of being understaffed. We were able to obtain a digital camera through the Domestic Violence Prosecutor. New Dawn Technology has designed and implemented a program for the Law Enforcement Center. This program is supposed to enable us to view an individual's status from the time the criminal complaint is initiated through disposition. Along with this tracking process and statistics there will be a court calendar.

**Future Services:**

For 2008 we intend to maintain status quo and provide direction to community resources for rehabilitation and community safety to our clientele, victims, and general population. We will continue active participation with the various committees, teams, and programs that each officer is a member of.

**Statistics:**

Number of Probationers .....	2,662	Released Complete .....	44
Number of Parolees .....	2	Extended Release .....	11
Male Clients .....	2,029	Revocations .....	53
Female Clients .....	633	Extensions granted .....	43
New Clients .....	139	Court Appearances .....	263
Absconders .....	968	PSI's ordered .....	48
Probation Releases.....	154	PSI's Delivered .....	25
Parole Releases .....	1	Wellness Court Clients .....	233
Released Incomplete .....	36	Jail Visits .....	96

**Conditions of Probation/Parole:**

AODA.....	2,712	Community Service .....	513
Restitution.....	1,269	Apology Letters.....	161
Domestic Violence.....	1,146	GED/HSED/Attendance .....	82
Court Cost.....	3,091	Sex Offender .....	18
Fines .....	798	Inpatient .....	21
Fines/Community Service .....	2,420	Parenting .....	51
Anger Management.....	339	Jury Fees.....	12

**Statistics Client per charge:**

Disorderly Conduct .....	1,031	Fraud, Embezzlement .....	58
Assault & Battery .....	1,162	Breaking & Entering .....	55
Malicious Mischief .....	425	Battery Special Circumstance .....	49
Resisting or Obstructing .....	479	Children Abuse .....	47
Controlled Substance .....	382	Forgery .....	32
Harassment .....	101	Sexual Assault .....	17
Theft .....	81	Disobedience Lawful Order .....	15

The remaining crime statistics are in the single digit numbers.

It should be mention we work closely with federal and state authorities sharing information on criminal history, past pre-sentence investigations, and current cases when ever the need exists. There is a free exchange when we deal with mutual clients in both systems. The majority of our investigative work with recommendations remains within the tribal system. Again, we have daily interaction with all the departments housed in the Law Enforcement Center, almost weekly contact with the community resource facilities, and maintain our bi-monthly contacts with our entire clientele. When and if the need arises we will maintain maximum supervision.

# **P**rosecutor

Toni Caldwell, Prosecutor

## **Duties and Responsibilities**

The primary objective of the Prosecutor's Office is to provide judicial services in a fair, just and effective manner to the residents of the Menominee Indian Reservation, through the prosecution of both civil and criminal violations of Menominee Tribal Law, pursuant to Menominee Tribal Ordinance 79-14, the Interim Law and Order Code. Prosecutorial responsibilities to the residents of the Menominee Reservation, to the Tribe and to the victims, include:

- Processing an estimated 1500 cases on adult and juvenile criminal and civil matters through the tribal court system;
- Complying with due process and equal protection requirements set forth in the ICRA of 1968 (25 USC secs.1301-1302);
- Maintaining both civil and criminal files to final disposition;
- Representing the best interests of the Tribe in matters before the lower courts and through the Supreme Court appeal process;
- Attend necessary trainings; and
- Assist Menominee Tribal Police Department with training and 24 hour consultation.

## **Staffing**

Current staff is: Toni Caldwell, Tribal Prosecutor, Mercedes Swimmer, Assistant Tribal Prosecutor, Colleen Fenn, Domestic Violence Prosecutor, Brian Johnson, Temporary Assistant Prosecutor, Luann Barrios, Legal Secretary, and Jerilyn Soto, Legal Secretary.

During 2006-2007 the Prosecutor's Office had numerous staffing changes as follows. In 2006 Prosecutor Wm F. Kussel was on board until December 2006. He resigned to take another position. At that time, Mercedes Swimmer was appointed Interim Tribal Prosecutor until May 2007. In May 2007, Toni Caldwell was appointed Tribal Prosecutor.

Mercedes Swimmer was Assistant Tribal Prosecutor from September 2006-December 2006. January 2007-May 2007 she was the Interim Tribal Prosecutor and in May 2007 returned to her duties as Assistant Prosecutor.

Rebecca Loudbear was the DV Prosecutor until September 2006. She resigned. Toni Caldwell was appointed to replace this position in November 2006. Toni Caldwell was then appointed to Tribal Prosecutor in May. In July 2007 Colleen Fenn was hired.

Brian Johnson was appointed as Temporary Assistant Prosecutor in January 2007.

Luanne Barrios is Legal Secretary.

Cara Thunder was Legal Secretary until July 2007 and was replaced by Jerilyn Soto in July 2007.

## **Accomplishments**

Once staff stabilized in August 2007, this office was able to meet the current workload and was then able to focus on neglected areas. These neglected areas continue to be a priority. These include: investigative reports to be reviewed for charging, non-sufficient fund check prosecutions, records retention overflow, lack of statistical reporting, lack of formal policies and procedures, and dui criminal prosecutions.

## **Challenges**

Staff changes were the biggest challenge this year. During this time, we attempted to maintain the duties and responsibilities of the office, and in the end, it was not always accomplished. There were areas that were neglected throughout the year and substantial efforts to overcome these efforts continue.

## **Goals**

We will continue to focus on maintaining the current work load and these neglected areas by streamlining internal processes in order to lessen the effects of unanticipated staff changes in the future.

Develop protocols to collect data so accurate reporting of work accomplished can be quantified.

# **Property Management And Acquisition**

Brett Hoffman, Director

The PMA Department is staffed by Brett Hoffman - Director, James Cox – Procurement Officer and Richard Ducane – Procurement/Inventory Specialist.

The Property Management and Acquisition (PMA) Department, operating under the Indirect Cost Pool, provides for the review and approval of purchases of the Tribe, equipment inventories, transfers and disposals of equipment, contract processing, and procurement and equipment policy modifications. The PMA Department also provides internal services for the programs of the Tribe, such as the centralized supply ordering, travel assistance, competitive bid evaluation coordination, purchasing assistance, maintains six area photocopier machines, internal billing system for supplies, photocopies, postage, telephone and propane gas, and obtains Federal Excess Property for qualified programs. The purchase approval and inventory control responsibilities are federal funding requirements. The internal services are cost-saving and program support operations.

Competitive Bidding was performed on the following projects in Fiscal Year 2007: Keshena Elevated Storage Tank, Tank Inspection Services, Keshena Pump House Construction, Clinic Ambulance Acquisition, Tribal School Architectural Design, Transportation Center Architect and Engineering Design Services, The Spears Road – Purple Dress – Fairgrounds Roads, Zoar Water Improvements, Tribal Courts Software Acquisition, Archeological Services, Culture Museum Architectural and Engineering Services, Otradovec Loop Road Construction, and Transportation Three (3) Bus Bid Projects.

The PMA Department obtained equipment under the Federal Excess Property Program with an original value of \$365,229. Included were large dump trucks, riding lawn mowers, pick-up trucks and various other beneficial equipment items.

The PMA Department transferred 211 pieces of equipment between departments of the Tribe which totaled (saved) an estimated purchase value of \$369,192.

The PMA Department also generated \$22,144 in the sale of old equipment during this fiscal year.

The Fiscal Year 2007 Indirect Cost budget for the department was established at \$168,738. Although final FY07 figures are not available at the time of this report, the preliminary expense figures show at \$155,818.

# **Recreation**

Duane Waukau, Director

The mission statement of the Menominee Tribal Recreation Department will be committed to improve the quality of life among all residents of the Menominee Reservation. This is accomplished by providing and promoting in a responsive manner a leisure service system that includes well-maintained parks and public areas as well as a variety of recreational programs and special events.

## **Personnel:**

- Duane Waukau, Park & Recreation Director
- Edwardine Sanapaw Youth Center/Activity Leader
- Pershing Frechette, On-Call
- Jeremy Wescott, Seasonal Park Maintenance/Recreation Aide

Total youth served for Fiscal Year 2007 was 9778  
Total adults served for Fiscal Year 2007 was 2274

## **Budget Allocation for F.Y. 2007:**

- Youth Center \$121,179.29
- Park Maintenance \$ 93,972.29
- Judgment Funds \$ 17,520.30
- Total Youth Budget \$232,672.53

***The Youth Center is open from 6 a.m.-9 p.m. Monday thru Friday.***

**Youth Center Activities include:**

Air Hockey, Juke Box, Pool Table, Foosball, Darts, Pow-Wows, Dances, Movie nights, Car wash & Bake Sales. (Purchased new 52' TV, Surround Sound, DVD player, Bumper Pool, Pool Table, Dart Machine, Refrigerator, Microwave, Stove, Freezer, Carpeting on Stage, Linoleum for Kitchen & Juke Box).

**Program Activities include:**

Community Halloween Party, Fright Fest Great America Nightly Open Gym at the Menominee High School, Collaborative Christmas Breakfast in Keshena/Neopit/South Branch Centers, , Valentines Dance, 3 on 3 Basketball tournament Easter Egg Hunt, Family Fun Day, President of T.C.J. Baseball Programs for ages 14-16 years old, sponsored American Legion Baseball Program for ages 16-18 years old, Youth Olympics, President of WIAA Intertribal League., Provided Grounds Preparation for Neopit /Keshena Little League, provided Transportation for CRC, Tribal Legislature, , Keshena Little League, Tribal School & Hoop Dancers.

**Significant Accomplishments:**

The Menominee Clinic Diabetes Grant provides Tribal Recreation with the following:

- 1) Portable ice-skate rink for Keshena and Middle Village. They will be installed for 2007 and 2008 season.
- 2) On Dance Nights Youth were asked to bring a can good for the food pantry in Neopit.
- 3) Attended the Bridges to Poverty Training.
- 4) Strategic Planning Process.
- 5) Honoring the Gift of Heart Health.
- 6) Collaboration for Kids.

The North American Indigenous 2008 Games will held August 2 thru 9 in Cowichan British Columbia Team Wisconsin will only be allowed 175 youth participants chaperones and coaches. This is due because of only 1500 USA total allotment for the games. Canada will be allowed 3500 with a total of 5000. This was done because of limited Housing and Athletic facilities.. Team Wisconsin will have available reduced Team and Individual Sports to meet the cap requirements. Menominee will be represented at these games. to All administrative, registration, budgeting, tryouts, travel, meetings are the responsibility of the Recreation Director/Chef de Mission for Team Wisconsin.

The Menominee American Legion Baseball team. did well in league play. We were not able to field a full team for the playoffs. The Menominee TCJ Baseball team finished in second place in the league playoffs. They were coached by Brandon Frechette.

For the Wisconsin Inter-Tribal League Menominee High School and Intermediate Boys were League Champions. Third year in a row for the High School team. We also had participation in Girls Intermediate Basketball and Co-ed Volleyball Leagues.

The Menominee Park Department provides upkeep and maintenance for twelve (12) sites on the Reservation, they are the following:

- |                                  |                               |
|----------------------------------|-------------------------------|
| 1.) Little League Field-Neopit   | 7.) Keshena Pavilion          |
| 2.) Park Pavilion-Neopit         | 8.) Recreation Baseball Field |
| 3.) Middle School Athletic Field | 9.) Recreation Ball Field     |
| 4.) Dog Town Park-Zoar           | 10.) Fairgrounds              |
| 5.) Downtown Ball Field          | 11.) Blacksmith Park          |
| 6.) Nacotee Addition Park area   | 12.) Fairgrounds-Baseball.    |

#	Department/ Program/Activity	Est. Activity Cost	Grant/ KT Funded	Tribal Funded	In Kind	Target Group	Dates	Location	Funding Source	Partners
1	Youth Center Activity Room	\$ 3000	No	Yes	No	Grades K-6	M-F3:00-9:00; S&S 12:00-6:00	Recreation Center	Tribal	None
2	Open Gym	\$ 500	No	Yes	Yes	Grades 7-12	M,W,Th.6:00-9:00; Sun. 5:00-7:00	High School/ Tribal School	Tribal	MISD
3	Monthly Dances	\$ 500	No	Yes	No	Grades K-6	Holidays/Fridays 6:00-11:00	Recreation	Tribal	None
4	Monthly Dances	\$ 500	No	Yes	No	Grades 7-12	Holidays/Fridays 6:00-11:00	Recreation	Tribal	None
5	Fitness Center	\$ 500	No	Yes	No	Ages 12-18	Various times	Recreation	Tribal	None
6	Halloween	\$ 500	No	Yes	No	Ages 12-18	October	Recreation	Tribal	None

#	Department/ Program/Activity	Est. Activity Cost	Grant/ KT Funded	Tribal Funded	In Kind	Target Group	Dates	Location	Funding Source	Partners
7	Family Fun Day	\$ 100	No	Yes	Yes	Ages 2-18	May	KPS	Tribal	All youth Organizations
8	3 on 3 Tournament	\$ 300	No	Yes	Yes	Ages 4 to 12	March	Communities	Tribal	All youth Organizations
9	Youth Olympics	\$ 500	No	Yes	Yes	All Youth	August	Communities	Tribal	JTPA & JOM
10	Santa Visit	\$ 500	No	Yes	Yes	Community	December	Communities	Tribal	JOM & Housing
11	Easter Egg Hunt	\$ 500	No	Yes	No	All Youth	April	Fairgrounds	Tribal	JOM
12	TCJ Baseball	\$ 1000	No	Yes	No	Ages 14 to 16	June-August	Communities	Tribal	None
13	Legion	\$ 1000	No	Yes	No	Ages 16-18	June-July	Recreation	Tribal	None
14	Little League	\$ 500	No	Yes	No	Ages 9 to 12	May, June & July	Varies	Tribal	Neopit & Keshena
15	Fright Night	\$ 500	No	Yes	Yes	Open	July	Appleton	Tribal	None
16	WIAA	\$ 2000	No	Yes	No	Ages 12 to 18	September-Nov.	Middle/High	Tribal	Community
								Neopit	Woodland	Woodland B&G Club
							1	NA	Tribal	Youth Center

## **S**ocial Services Department

Mary Husby, Director

Menominee Tribal Social Services consists of the Director, Child Welfare Assistant and three Social Workers. They are funded with BIA funds and Tribal funds. A fourth social worker for Kinship Care is funded by the Wisconsin Department of Health and Family Services along with Tribal funds.

In our Child Support unit, we have a Child Support Manager, five Child Support Specialists, a Child Support Clerk, and Account Clerk, a receptionist, a Child Support Trainer and an Attorney who does child support work and Indian Child Welfare Act legal work. A Computer Programmer is also funded under Child Support but assigned to the MIS Department. Child Support is funded from the Federal Child Support Enforcement Office in Washington, DC. Tribal funds are used to meet the 20% cash match requirements.

Some grants and contracts administered by Menominee Tribal Social Services are the BIA Administrative funds and BIA Child Welfare Assistance funds. Funds from the Wisconsin Department of Health & Family Services are also administered by the department for the Kinship Care Program. We also receive Child Welfare Funding from the Federal Department of Health and Human Services, Administration for Children and Families. Child Support funding from the Federal Child Support Office is managed by this department along with Tribal funding.

**Narrative and Statistical Section:** In our 638 contract with the BIA for Social Services, Indian Child Welfare Act funds are included as part of the Tribal Priority Allocation to the Tribe since these funds are no longer competitive funds. \$55,184 was identified for use in our Indian Child Welfare Act program.

These funds, along with tribal funds, allowed us to provide counseling services and court intervention services to children and their families who were involved in child custody proceedings as defined in the Indian Child Welfare Act. One social worker, along with support costs, was funded with this specific allocation. The Social Services Attorney, funded with Tribal Funds, provided legal services to this department in contested Indian Child Welfare Act cases.

### **Program Accomplishments:**

**A. Social Services:** During fiscal year 2007 Tribal Social services provided services to 134 new cases which is three cases less than in FY-06. This total did not reflect the 74 cases which were carried over from FY-06 into the new contract period. Considering these cases, Tribal Social Services actually provided services to 208 cases in FY-07, which was nine cases more than the previous year.

The new case referrals for the year represented the following types of cases: 124 new Indian Child Welfare Act cases, eight enrollment assistance cases and two Child Welfare Assistance cases (foster care and day care). There were 4 cases for legal services which were provided by the attorney funded by our program. These services were provided to Indian Child Welfare Act cases and involved court appearances. The legal services were provided with Tribal Funds. The enrollment assistance cases involved individuals who had been adopted in the past and required assistance in securing information from closed adoption records. Of the 8 cases requesting assistance for enrollment, 3 cases failed to complete the process/application. Two cases were enrolled with the Menominee Tribe and one case was placed on the Ancillary role. One enrollment assistance case was enrolled with the Oneida Tribe and one case is in the process of our obtaining court documents. Case closures for the year totals 132.

Part of the work plan for FY-07 called for a variety of agreements to be negotiated with the state and counties to allow for social services resources available to those entities to be utilized by the Tribe. These agreements were negotiated with representatives of those agencies in conjunction with the Program Attorney or Social Services Attorney. Agreements in place include: An Adoption Agreement with the State of Wisconsin, Department of Health and Family Services, and a Correctional Agreement with the Wisconsin Department of Corrections, Division of Juvenile Correction which allows for youth committed by Tribal Court to be placed at State correctional facilities. Another agreement in place with Menominee and Shawano Counties includes Act 161, which provides for county foster care funds to be used to pay for the costs of foster care ordered by Tribal Court. The agreements also define roles and responsibilities between Tribal Social Services, Menominee County Human Services and Shawano County Social Services. The agreements also allow the counties to provide involuntary services on behalf of Menominee children. In the situation with Menominee County, the Tribe is contributing \$150,000 per year to Menominee County for the out-of-home placements. Another agreement, which was negotiated, concerned a Service Agreement with the Wisconsin Department of Workforce Development to allow us access to the State's KIDS System. We were able to negotiate a decrease in payment from \$91,552.00 per year to \$820.00 per year. This took effect 10/1/06.

The last contract that was entered into by the Tribe and the Wisconsin Department of Health and Family Services concerned the Kinship Care Program. This program provides financial benefits to eligible recipients caring for minor relatives. The program received funding for benefit payments in the amount of \$304,318 and \$27,423 for assessment costs. The Tribe supplemented the program for administrative costs above the \$27,423. Kinship Care services were provided to 88 unduplicated families in FY-07. This represented services to 146 unduplicated children. This was a slight reduction from FY-06 in which services were provided to 100 unduplicated families and 151 unduplicated children. Due to declining caseload numbers, funding for this program has been decreased for FY-08.

Another component in our work plan for the year was to provide family preservation and support services which would result in permanency outcomes for ten cases. During the year, there were seven adoption cases and one case which resulted in the transfer of guardianship from a parent to another individual. We did facilitate the reunification of six children with their parent(s) or relatives. Thus, permanency outcomes were achieved for 14 children.

Another project specified for Tribal Social Services included maintaining the Tribe's Respite Day Care Project. The department, in conjunction with the Day Care Center, operated this program funded with State Child Day Care funds, Child Welfare funds and BIA Child Welfare Assistance Funds. Seven children were served in this program during the year representing 784 days of day care services which was a vast decrease from last year. Because of a decrease in BIA funding, we had to reduce the number of children served from eight to five. In addition, children have to be enrolled in a federally recognized Indian Tribe or eligible for membership to be eligible for this program.

In FY-07, Social Services submitted an application for funding for Child Welfare Services to the Department of Health and Human Services, Administration for Children and Families under provisions IV-B(1) of the Social Security Act. We received a grant of \$37,889 which was used to provide respite day care services to families affected by Domestic Abuse. Services were coordinated with Maehnowesekiyah's DV Shelter and the Tribe's Day Care Center. The project serviced fourteen children from 10/01/06 through 9/30/07 and will continue to be a resource for victims and their children in FY-08.

Another aspect to this program was to provide training and educational awareness regarding the dynamics of Domestic Violence, and its effects on children. A joint effort among Maehnowesekiyah, Tribal Day Care and Tribal Social Services resulted in a training event which was offered on January 10 and 17 at the Menominee College. Forty-three people attended the first night session and thirty-nine participated in the second session.

The second training took place on 6/20/07 and was a collaboration among all the involved parties. The focus was Domestic Violence and sexual assault and was attended by forty-four people. Other Tribes represented included St.

Croix and Forest County Potawatomi. Comments on the evaluations again indicate the need for further community awareness and education on DV.

In addition to the above accomplishments, this department coordinated the activities of the Child Protection Team. This group is comprised of the community agencies involved with child protection matters. The team meets approximately once per month to staff cases, to examine issues, to make recommendations for system changes and to provide support for their efforts in the protection of children. Federal involvement by the FBI and US Attorney has been limited to those more serious cases which will be prosecuted in the Federal Courts.

During FY-01, we were assigned the task of managing the Judgment Funds Program/Individual Indian Monies Program based upon revisions made to 25 C.F.R., Part 20. This included developing Policies and Procedures for processing applications for minor and legal incompetents, and developing a distribution plan for a client's use of these funds. Appropriate documents are forwarded to the BIA and the Office of Trust Funds Management for their approval of the release of funds as described in the distribution plan. During the year, five applications were approved. There were three denials. Assistance was provided to eight minor account holders who were age 18 or turning 18. There are sixty-four active cases in this program which require on-going monitoring and planning.

Briefly, some other accomplishments achieved over the last year should be mentioned. This department along with assistance from the Social Service Directors from the other ten Tribes, along with staff from the Wisconsin Department of Health and Family Services (DHFS), formed a workgroup to codify the Indian Child Welfare Act into WI Statutes, Chapters 48 and 938. Clarifying language was drafted to address issues such as "active efforts and expert witnesses". Comments on the proposed legislation has been received and we are now involved in one more revision before it is sent for drafting into Bill Form. The Legislation is expected to be introduced this Legislative session.

There were two other major initiatives for the year. One involved developing an evaluation tool for Continued Quality Improvement activities for the state to use with counties in evaluating ICWA compliance. This was a workgroup project for several Tribal Social Services Directors along with assistance from the DHFS ICWA Consultant. The work on the CQI Instrument has been completed and is now being piloted.

The other major project and one which will continue into FY-08 is the Alternative Funding Workgroup. This workgroup is made up of key DHFS Administrative Staff, along with DHFS attorneys, Tribal attorneys and Tribal Social Service Directors. The Workgroup is examining four major options for direct funding from DHFS to tribes. The most complex of those plans would involve funding for all of Child Welfare Services. The group is just beginning its work of data collection, resource identification, etc. More of this in next year's report.

Last of all, the other major project for the Department included the development of a Disaster Plan for Child Welfare. This was a requirement for IV-B, Sub-Part I & II funding from the Administration for Children and Families. It is clear that this plan will continue to be a work in progress requiring refinement over the years.

**B. Indian Child Welfare;** The Menominee Tribe designated \$55,184.00 of its BIA Social Services funding for Indian Child Welfare Act activities. The work plan for the year specified that the department provide counseling/intervention services to 55 Menominee youth and their families who were involved in court proceedings as identified under the Indian Child Welfare Act. During the course of the year, we were able to provide services to 81 of the 124 cases referred to the Tribe. In 43 cases, contact only occurred with the agencies involved as in most of those cases they were ineligible for services. We met our objective for the year in this category. In one of the other objectives under our Indian Child Welfare Plan, we were to participate in 100 court proceedings during the year. In FY-07 we participated in 130 court hearings, surpassing our objective.

In terms of trends, we had noted an increase in ICWA cases over the last several years. In FY-04 we received 124 case referrals and in FY-05 there were 140 referrals. However, in FY-06 the cases dropped to 119. As already mentioned in FY-07, cases climbed back to 124.

**Social Services/Emergency Catastrophic:** Menominee Tribal Social Services administers the Emergency/Catastrophic Program. This program is totally supported with Tribal Funds. This past year \$18,025 was allocated for this program. This program assists individuals in extreme situations when no other assistance is available or after all efforts to secure assistance have been exhausted. Documentation to secure necessary funds from all possible sources is required. Families determined to be eligible for assistance can be assisted once in the fiscal year. This year, because of funding limitations, we prioritized services for medical related emergencies and those related to such catastrophes such as fires, etc. We anticipated processing 176 applications for the year. A total

of 118 applications for assistance were approved. Sixteen applications were denied. Thus we processed one hundred thirty-four applications for assistance.

**Conclusion:** Although these comments were shared with all last year, I would like them to be my concluding remarks for this year as well. In thinking about the past year and the enormity of the tasks that we faced, along with our families, I am reminded of the inspiration provided by a twelve year AIDS activist, Nikosi Johnson, who is deceased. His motto for life was, "Do all that you can, with all that you have, in the place where you are, in the time that you have."

I have taken his adage to heart and this has become the philosophical reference point for Menominee Tribal Social Services. I have a very dedicated, hard-working staff who display this philosophy on a daily basis, and I thank them.

## **T**ax Commissioner

Wayne Wilber, Director

### **Description:**

The Tax Commissioner's department is responsible for the enforcement of the tribal regulatory permits, ordinances, licenses and for collection on payments of Tribal taxes. Also, the department is responsible for monitoring the weekly ordering and distribution of cigarettes and tobacco products by all retail outlets on the Reservation and collecting the Tribal tax on these products. In addition, the Tax Commission office is responsible for applying for refunds from the State of Wisconsin on cigarettes/tobacco purchases and the Internal Revenue Service for gasoline usage by Tribal fleet vehicles. The collection of these refunds and applicable taxes are considered income generating for the Tribe and contribute to providing services to Tribal members. The personnel for the department consist of a full-time Tax Commissioner and a part-time administrative assistant position. The budget for the 2008 fiscal year was set at \$88,744.

### **Services Provided:**

The Tax Commission provides services to our Tribal membership by providing assistance to the retail outlets on Reservation for cigarette/tobacco purchases, contractors seeking permits and payment of applicable taxes on the Reservation. The main objective for the Tax Commission is to generate income for the Tribe through collection of taxes and applying for refunds. The Tax Commission collects applicable payments and regulates the following Menominee Tribal Ordinances:

Ordinance Number 79-04..... Cigarette and Tobacco Products  
Ordinance Number 80-13..... Rafting  
Ordinance Number 82-19..... Use Tax on Construction Materials  
Ordinance Number 82-22..... Construction Materials Purchased from MTE  
Ordinance Number 83-03..... Fireworks  
Ordinance Number 94-15..... Hotel Room Tax

There are no general limitations to our services, as they apply to any Tribal/Reservation activities.

### **Future Services:**

Continue to provide existing services and look for other avenues of taxation or refunds in order to generate income for the Tribe, which assists in providing services to Tribal membership.

### **Statistics:**

Revenue Totals Collected From Tax Commission Office from 2001-2007:

<b><u>Year</u></b>	<b><u>Total</u></b>
2001.....	\$324,155
2002 .....	\$347,829
2003 .....	\$451,135
2004 .....	\$373,672
2005.....	\$367,265
2006 .....	\$363,098
2007.....	\$306,754

# **T**own of Menominee Volunteer Fire Department

Douglas Duquain, Fire Chief

The Town of Menominee Volunteer Fire Department provides emergency services, to the Menominee County/Reservation, which covers 35 square miles, with approximately 325 acres and to over 4500 residents. We currently have one (1) main fire department located in Keshena, along with three (3) satellite fire departments located in the Neopit, Middle Village and South Branch areas. This protection includes structure fire and wild land fire protection, hazmat emergencies, vehicle accidents, lost or missing persons, cold/swift water rescue, and response to false alarms.

Fire Protection provides public education to the area schools, and does raffles and fundraisers for additional income to purchase much needed fire equipment. The department also controls wild land burns around the communities; it also provides mutual aid to the surrounding communities when requested. Fire Protection responded to over 250 calls. Currently there are 34 firefighters, which 31 are currently Certified Firefighter 1 & 2 trained, this is a 96-hour course. These individuals are certified to enter a burning structure.

This past year the department received an additional \$13,801.00, from the Bureau of Indian Affairs, which was distributed amongst the 4 fire departments, to pay for training and to purchase equipment. 4 new mobile radios for each fire department and a radio repeater, which is currently in use at the South Branch Fire Department, were purchased. The South Branch repeater gives the department more radio communications in that area, an area in which we never had coverage. The South Branch Fire Department may now be paged through this repeater. Prior to this purchase, the South Branch Fire Department was paged using the Keshena tower and the page didn't always reach the South Branch Fire Department. Now the department receives every page.

The BIA Rural Fire Assistance Grant monies were used to purchase the radio equipment. The town purchased 2 new Kenworth Tanker/Pumper units, which are at the Neopit and South Branch Fire Departments. In addition to the purchase of these 2 new vehicles the department also replaced a 40-year-old pumper/tanker unit and a 30-year-old pumper unit.

The following is a list of voluntary training and hours the firefighters have completed:

Cold Water Rescue	18	.....Firefighters	6	..... Hours
Flashover Simulator Training	10	.....Firefighters	4	..... Hours
Hazardous Material Refresher	12	.....Firefighters	4	..... Hours
I-100 Incident Command	7	.....Firefighters	4	..... Hours
I-700 Incident Command	7	.....Firefighters	4	..... Hours
I-800 Incident Command	7	.....Firefighters	4	..... Hours
Water Shuttle Training	12	.....Firefighters	6	..... Hours
Vehicle Extrication	15	.....Firefighters	7	..... Hours
Mocked Vehicle Accident	14	.....Firefighters	6	..... Hours
Entry Level Part 1 Firefighter	7	.....Firefighters	96	..... Hours
Entry Level Fire Officer	7	.....Firefighters	30	..... Hours

## **T**ransportation

Shawn Klemens, Director

The Department of Transit Services (DOTS) manages and provides direct services for Menominee Regional Public Transit, Menominee Tribal Clinic, Menominee Aging Division, Menominee Tribal School, Menominee Indian Headstart, and Menominee County Human Services. In addition DOTS continues to assist Tribal departments not only with transportation needs / services but also with maintenance of their vehicles, and provide secure parking for Tribal vehicles as space permits.

Staff: DOTS staff consists of a Director of Transit Services, Regional Mobility Manager, Mobility Manager, Programmer/Systems Analyst II, Administrative Assistant, Receptionist/Clerical Assistant, (3) Dispatchers, (12) Full Time Drivers, (15) Part Time Drivers, (6) On-Call Drivers, (2) Transit Aids, (2) Full Time Mechanics, Mechanic assistant, Part Time Housekeeper, Part Time Maintenance.

This year has been a productive and developing year for our department; we have expanded our services to include the transportation program for the Menominee Tribal Clinic which has allowed Menominee Regional Public Transit to offer transportation to areas throughout the State of Wisconsin that we have not served in the past. We have

applied for and been awarded two additional grants to expand transportation services, funding awarded is from the Wisconsin Department of Transit and the Federal Transit Administration.

Our first partnership was developed with the Menominee Tribal Clinic; by partnering with the clinic we have been able to increase the clinic's non-emergency transport trips as well as provide access to cities and communities that were outside of our service area in the past. This partnership has also made available a Mobility Manager that specifically works with the clinic to schedule transportation. Additionally this partnership has also made it possible to offer Transit Aides that ride along and assist riders that require additional assistance. Both the transportation staff and the clinic staff, along with the Mobility Manager continue to work together to provide safe, efficient and reliable transportation service.

We are currently negotiating partnerships with Menominee Aging Division and Menominee County Health and Human Services. These partnerships will look at existing transportation services and how we can coordinate to expand existing services and provide efficient, safe, and reliable transportation.

We have been continuing to work with the Community Development department to look at areas where we can improve pedestrian walkways and crosswalks. In order for us to become more transit friendly we must first become pedestrian friendly which will allow easy access to and from our buses.

We will be finalizing our Transportation Development Plan which we will use as a planning guide for the next five years. The plan is scheduled to be completed by December of 2007.

**Menominee Public Transit One-way trips over the past years:**

<u>Tribal Fiscal Year October - September</u>	<u>2005</u>	<u>*2006</u>	<u>2007</u>
Keshena to Neopit, Zoar, M.V. & Back .....	16,156 .....	12,261 .....	11,094
Keshena to S.B. & Back .....	2,649 .....	774 .....	628
Keshena to Shawano & Back.....	18,608 .....	21,633 .....	24,005
Keshena & Ext. Keshena Area.....	13,702 .....	11,186 .....	12,726
Special Trips (Outside Ext. Area) .....	7,189 .....	3,677 .....	2,661
Keshena to V.V. & Back.....	845 .....	1,287 .....	1,582
<b>Total One-way Trips provided: .....</b>	<b>59,149 .....</b>	<b>50,818 .....</b>	<b>52,696</b>

**Elderly One Way Trips:**

<u>Tribal Fiscal Year October – September</u>	<u>2005</u>	<u>*2006</u>	<u>2007</u>
Elderly / Ambulatory .....	24,555 .....	12,422 .....	12,063
Elderly / Non-Ambulatory .....	227 .....	252 .....	303
<b>Total Elderly One-way Trips provided ....</b>	<b>24,782 .....</b>	<b>12,674 .....</b>	<b>12,366</b>

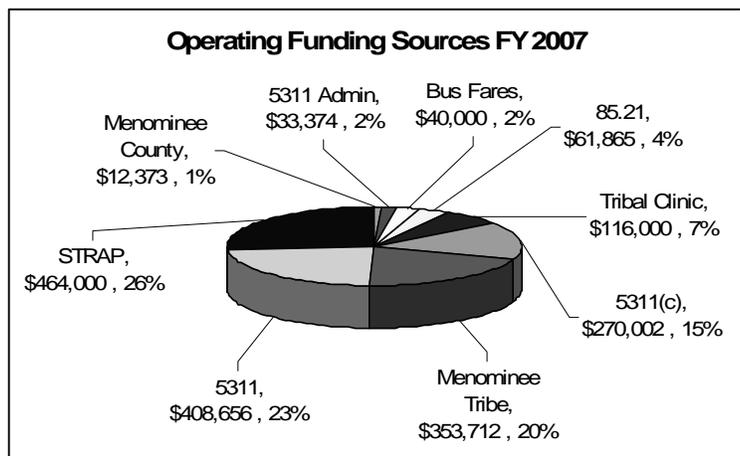
\* Meal deliveries were no longer counted as one-way trips in FY 2006, resulting in a decrease of one-way trips.

**Upcoming projects for FY 2008:**

Establish more routes to the South Branch Area.

We will continue to work on a building addition or a new facility which will increase our bus storage both indoor and outdoor. We will also be increasing our office area to include more offices, larger bathrooms, a driver ready room, a meeting room etc. This addition/new facility was a result of a space needs assessment completed by our Architect and Engineering firm that is working on our design.

Funding for capital improvements for the Menominee Public Transit for Fiscal year 2008 will be our facility addition / new facility. Capital improvements are funded 80% WIDOT and 20% BIA dollars.



\*Dollar amounts are estimates, actual numbers not available at time of report

Menominee Public Transit will continue to work with Community Development to improve our pedestrian walkways and crosswalks.

# **T**ribal Administration

Jeremy Weso, Administrative Manager

## **I. Overview**

Administration is an internal services department that is responsible for providing an array of administrative services to departments and programs operated by the Tribe. Among those services include grant writing, grant management, budget development, project development, contract negotiation, and comprehensive planning. Additionally, Administration is responsible for implementing, enforcing, and monitoring the effectiveness of many of the policies and initiatives of the legislative body, and for completing a variety of special projects that the legislative body may call upon it to perform. Administration also provides staff level supervision to twenty-eight of the Tribe's forty-one departments, and technical assistance to the Legislative and Judicial branches of government.

## **II. Mission**

Our mission is to be responsive to the present and future public administration needs of the Menominee Indian Tribe of Wisconsin. We are committed to being knowledgeable, dedicated and resourceful, and meeting a standard of excellence through the use of teamwork. Working cooperatively with all departments and external agencies, we will strive to—

- Understand the needs of the community;
- Enhance the level and quality of services provided to the community by providing the best technical assistance and advice possible to all departments;
- Monitor Federal, State and Tribal contracts and grants to ensure compliance with applicable laws, regulations and other requirements; and
- Protect the Tribe's resources and interests.

## **III. Staffing**

Administration is staffed by twelve highly skilled and dedicated employees who possess over 137 years of combined service to the Tribe. These twelve employees work in one of the following four functional areas:

- Day-to-Day Operations. This section is staffed by four administrators who routinely collaborate and consult with the Legislature, legislative committees, management, department directors, and program managers on a variety of issues ranging from general administration to zoning. In addition, each administrator is assigned to monitor a block of the Tribe's 41 departments, which is collectively comprised of more than 344 programs, 750 employees, several thousand contract requirements, and over \$79 million in operating revenues and expenses. The administrators include Jeremy C. Weso, Administrative Manager; Annette Westphal, Administrative Services Officer; Jennifer Gauthier, Administrative Services Officer; and Gary Pyawasay, Administrative Services Officer. Gary is our newest addition to the administrator-core, having joined the ranks of senior management in January of 2007. Gary is a welcome and refreshing addition to Administration. Keep up the excellent work, Gary!
- Support. This section is staffed by our Budget Specialist, Devin Wynos, and our Secretary, Renee Duquain. Together, these two gather, process, organize and distribute information that is sent to and processed by the department; research and present reports for use by department personnel; assists others in the department with a variety of assignments, and provide limited technical assistance to departments and programs.
- Special Projects. This section is staffed by our Program Assistant, Barbara Tourtillott, our Community Resources Planner, Brenda Tomow, and our Strategic Planning Assistant, Marci Hawpetoss. The Program Assistant maintains the department's grant management and filing system, reposit and archives records, develops the annual report, and prepares the indirect cost budget, among other things. The Community Resources Planner assists other departments with planning and special project development, researches and compiles demographic and other statistical information, and maintains the Tribe's Facts and Figures Handbook. The Strategic Planning Assistant tends to various administrative aspects governing implementation and monitoring of the Tribe's strategic planning grant. This position is grant funded and was discontinued at the end of FY2007.

- Grant Proposals and Submissions. This section is staffed by our Senior Grant Writer, Sigrid Congos; an Assistant Grant Writer, Carmella Peters, and a Grant Writer Aide, Ammie Munoz. In addition to writing grant proposals, this section also provides limited technical assistance to departments and programs, initiates the grant management recording and filing process, and distributes federal register notices that are of general and special interest. A comprehensive summary of grant writing activities appears near the bottom of this report.

#### A Special Dedication

This year represents the first year in over a decade that Barbara Tourtillott has not developed the Annual Report for the Tribe. After a brief absence, she recently notified us that she will retire on December 31, 2007. Barb has been an employee of the Tribe since 1980.

We depended on Barb for many things, and we could count on her to always deliver. She had a can-do attitude unlike any other. Barb is truly an original.

We miss her dearly, respect her immensely, and hope she enjoys her retirement and the adventures that await her.

We hope that our work on this Annual Report lives up to Barb's exacting standards.

**We dedicate this report to Barb, Vern, and her loving family.**

With love and many warm wishes—Barb's friends in Administration.



#### IV. Summary of Programs

- Administrative Services – This is an ongoing program funded through the Indirect Cost Proposal, which is a discretionary program reviewed and approved by the Legislature and the U.S. Department of Interior – National Business Center. All departments and programs of the Tribe are eligible for available services provided under this program. Among the functions, services and activities provided by Administration to the organization include, but are not limited to, the following:
  - Development, review, approval, and/or tracking of:
    - grants, including the drafting of program narratives, detailed budgets, and forms associated therewith;
    - requests for changes to grant scopes of work, periods of performance, and award amounts;
    - in-house budget modifications;
    - employee contracts and amendments, and lease, construction, service and consultant contracts/agreements;
    - memorandums of agreement/understanding;
    - bid reviews and solicitation notices;
    - expense recodes, purchase requisitions, routine and emergency check requests, after-the-fact purchases, and tax exemption certificates; and
    - certain employee requisition, change of status forms, leave requests, mileage reports, travel authorizations, and travel vouchers.
  - Provision of technical assistance to departments and programs, including the development of policies and procedures, budgets, correspondence, presentations, and training sessions for employees;
  - Development of the annual Tribal budget, Restricted Use budget, and Indirect Cost budget;
  - Receipt, distribution, electronic archiving and repositing of all grant related documents;
  - Facilitation of monthly directors meetings and special directors meetings, and providing training or policy overviews to directors at said meetings;
  - Monitoring General Services Administration (GSA) billings and preventive maintenance checks and services for vehicles leased through GSA;
  - Coordination of the annual orientation training for newly elected members of the Legislature; and

- Development and/or negotiation of the following grants and funding agreements:
  - Act 161 agreement;
  - Chapter 51/55 agreement;
  - Public Health agreement;
  - Emergency Transports;
  - Telecommunications;
  - Roads Maintenance;
  - Cooperative Road Construction;
  - Consolidated Services (including Library, Elderly Assistance, Recycling, Joint Law Enforcement Services, and Fire Hydrant maintenance); and
  - Grants with Woodland Youth Boys & Girls Club, Chicago Community Center, South Branch Community Center, College of the Menominee Nation, and East-West University.
- Strategic Planning Initiative – This is a 3-year discretionary grant program funded by the U.S. Department of Health and Human Services – Administration for Native Americans. Year 3 of the grant, which concluded on September 29, 2007, provided \$181,270 in federal funds for the Tribe to provide continuing training and public relations on the Tribe’s Strategic Planning Initiative. All departments and programs of the Tribe are eligible for available services under this grant. Among the functions, services and activities provided by Administration under this program include, but are not limited to, the following:
  - Writing the Strategic Plan. This objective was successfully completed.
  - Conducting public hearings on the plan and getting the plan approved by the Legislature. This objective was successfully completed.
- Grant Match Account – This is a one-year discretionary program funded by the Tribe. In Fiscal Year 2007, which concluded on September 30, 2007, the Tribe provided \$80,000 for Administration to provide qualifying cash matches to Tribal departments and grants that had applied for other assistance awards requiring local cost share requirements. This objective was successfully completed.

## **V. Highlights**

Among some of the highlights this past year that Administration would like to share with the public includes the following:

- Election Ordinance. Administration assisted the Governmental Affairs Committee in the development of a draft election ordinance governing Legislature elections. The ordinance developed proposed to completely overhaul the election process by (a) requiring the Election Commission to provide more reports on the election process to the Legislature and the people; (b) requiring candidates to disclose campaign contributions; (c) limiting and restricting the conduct of candidates (e.g. prohibiting serving alcoholic beverages, offering money to electors, and transporting electors on election day, among other things); (d) removing the requirement of absentee ballots to be notarized by replacing it with controls designed to ensure electors who have not cast an absentee ballot are able to vote at polls even when a false absentee ballot in the elector’s name has already been cast; and (e) providing definitive timelines on the election process. The ordinance developed by the Governmental Affairs Committee was ultimately passed by the Legislature and became law on July 20, 2007. The ordinance that was adopted is entitled, “Legislature Elections,” and was adopted by Menominee Tribal Ordinance No. 07-17.
- Personnel Policies. Administration assisted the Governmental Affairs Committee and the Human Resources Department in drafting a new Personnel Policies and Procedures Manual for the Tribe. The new manual that was developed replaced the old manual in its entirety. Among the many improvements made to the policies and procedures included (a) the establishment of a code of ethics for employees to follow; (b) the addition of community educational leave so that working parents could attend more educational functions of their children; (c) a new grievance process that involves the use of the Employee Advocate to help mediate disputes between management and employees; (d) established rules on workplace safety; and (e) creates a zero-tolerance workplace as it relates to the use of drugs and alcohol. The manual developed by the Governmental Affairs Committee was ultimately passed by the Legislature and became law on February 2, 2007. The ordinance that was adopted is entitled, “Personnel Policies and Procedures,” and was adopted by Menominee Tribal Ordinance No. 83-06.

- **Pow-Wow Board.** Administration assisted the Pow-Wow Committee in drafting a new ordinance that created a Menominee Nation Contest Pow-Wow Board. The new ordinance provides the board with the responsibility to (a) set a theme for each annual pow-wow; (b) designating the arena director, head drum, and head dancers, among other things; (c) contracting for sanitation, electrical, security, and other services; (d) administering funds entrusted to its care; (e) reporting quarterly to the Legislature, and (e) complying with a code of conduct. The ordinance developed was ultimately passed by the Legislature and became law on May 3, 2007. The ordinance that was adopted is entitled, "Menominee Nation Contest Pow-Wow Board," and was adopted by Menominee Tribal Ordinance No. 07-03.
- **Government Plan.** Administration assisted the Governmental Affairs Committee in drafting a new amendment to the Government Plan that was adopted pursuant to Menominee Tribal Ordinance No. 95-04. The new amendment (a) revised the membership requirements of all committees of the Legislature; (b) created a new Legislative committee devoted to forestry matters; (c) transferred supervision over the Community Resources Center from the Human Resources Department to the Department of Administration; (d) officially recognized Menominee Nation News and the Transit Department as departments; and (e) created new Legislative and Administrative flowcharts. The amendment developed was ultimately passed by the Legislature and became law on May 23, 2007.
- **Budgeting.** Administration assisted the Budget and Finance Committee on the development of the Tribal Budget and Restricted Use Budget for the Tribe, and the Third Party Budget for the Clinic. Administration's work on the Tribal Budget and the Restricted Use Budget consumes the better part of eight months of Administration's time. That work includes developing the budget application, distributing the application, working with departments on the development of their budgets, identifying revenue streams and amounts, working with the committee on establishing funding priorities, and presenting the budget to the Legislature. Because the Tribal budget helps fund hundreds of programs and employment positions, in whole or in part, you can imagine how difficult a task this must be. Administration also spent a considerable amount of its time working with Finance to help monitor and provide technical assistance to departments on their budgets. The following is a brief comparison of the Fiscal Year 2008 Tribal and Restricted Use Budgets to the FY2007 Tribal and Restricted Use Budgets.

**COMPARISON OF FY2008 PROJECTED EXPENSES TO FY2007**

Description	FY2007 Budget			FY2008 Budget			\$ Diff.	Diff %
	Tribal	Restricted-Use	Total Budget	Tribal	Restricted-Use	Total Budget		
<b>Total Expenses:</b>	<b>\$ 10,175,264</b>	<b>\$ 1,269,515</b>	<b>\$ 11,444,779</b>	<b>\$ 11,277,713</b>	<b>\$ 771,248</b>	<b>\$ 12,048,961</b>	<b>\$ 604,182</b>	<b>5.28%</b>

Tribal Funds used to pay for the anticipated expenditures include funds provided by the Casino, Tax Commissioner, License and Permits Department, Fines and Fees, and other lesser amounts. The Casino by far provides the lion's share of funding. In FY2008, the Casino will provide 86.9%, or \$9,800,000, of the Tribal Fund revenues; that's \$800,000 more than was anticipated in FY2007.

Restricted Use Funds used to pay for anticipated restricted-use expenditures include funds that have statutory, regulatory, or locally imposed restrictions on their use. These funds include interest income made available by the Healthcare Endowment (judgment funds), Education Endowment (judgment funds), Burial Endowment (judgment funds), Gaming Compact credits, certain Housing funds, and Ramah-Navajo funds, to mention a few.

- **Lobbying.** Administration assisted the Lobbying Ad Hoc Committee in the development of a comprehensive lobbying plan for the Tribe. Administration helped by establishing flowcharts designed to illustrate how the Legislature would identify potential lobbying issues within and outside of the organization, prioritize those lobbying issues, lobby on those issues, and communicate its work on lobbying to the Tribal membership. Administration also helped develop a new position in the Chairman's Office and a dedicated budget for lobbying. The work performed by the committee, however, was not adopted.
- **Strategic Planning.** Administration completed its work on the development of the Tribe's first ever Comprehensive Strategic Plan thanks to the input and advice provided by on-reservation community members, members of off-reservation communities, department employees, local agency officials and employees, individual members of the Legislature, and the Legislature as a whole. Fiscal Year 2007 represented the third and final year of the Tribe's strategic planning initiative under a \$524,050 grant provided by the U.S. Department of Health and Human Services – Administration for Native Americans. The draft plan that was created was presented to seven communities in public hearings held in Keshena, Neopit, Middle Village, South Branch, Zoar, Green Bay, Milwaukee, and Chicago. Following a 30-day comment period, the 186 comments received were incorporated into the draft plan. The draft was presented to and adopted by the Legislature on September 25, 2007. Now the real hard part of implementation will begin.

- Homeless Shelter. Administration assisted the Ad Hoc Committee on Homelessness by developing a proposal and identifying available funding sources to temporarily operate a homeless shelter in Neopit. The site chosen for the shelter was the former Head Start Center, which was vacated in 2004 due to the discovery of high radon levels. The site was made occupant worthy after radon mitigation efforts reduced the amount of radon gas to acceptable levels; unfortunately, the Head Start Center was unable to relocate there due to the expense associated with needed kitchen renovations. The shelter was open for approximately one month, but was closed after only one occupant sought one night's stay there. Although the project was viewed by some as a failure, it helped confirm the belief of many that the services provided by Housing and the Eagle's Nest were adequate and that most who are homeless prefer to take up temporary residence with family and friends in times of need. Only \$13,182 was spent on the pilot project.
- Direct Contract Support Costs. Administration was appointed to serve on the Direct Contract Support Cost Workgroup, which is a national committee established by the U.S. Department of Interior – Bureau of Indian Affairs (BIA). The workgroup is charged with implementing the Direct Contract Support Cost policy that was established by the BIA, for providing training to Tribes throughout the Nation on the policy, and for recommending changes to the policy to the Assistant Secretary of Indian Affairs (the principal head of the BIA). Administration's appointment to the workgroup is a nod of recognition to the Tribe's competent management of self-determination contracts issued pursuant to Public Law 93-638, more commonly known as the Indian Self-Determination and Education Assistance Act (or ISDEAA).
- State Consultation. Administration assisted the Legislature in the creation of meaningful consultation policies developed by some of the agencies of the State of Wisconsin, which the State agencies were ordered to create by Governor Doyle's Executive Order No. 39. Administration attended many consultation meetings and helped introduce the concerns of Tribal departments concerned with State laws, administrative policies, and program initiatives. The Tribe's contributions to the consultation policies represents an important first step in the relationship between the Tribe and the State, and one that Administration is very proud to be a part of.
- Firing Range. Administration continued to assist the Menominee Tribal Police Department, Shawano City Police Department, and the Conservation Department with the project design and development of a new firing range in Shawano. The firing range is located near the Shawano City land fill. The project is good for the Menominee environment because it will eliminate the further addition of lead into the ground near Middle Village, which was the site of the Menominee Tribal Police Department's former firing range. This project was completed in FY2007.
- Wisconsin Department of Health and Human Services. The relationship between the Tribe and Wisconsin DHFS continued to strengthen as a direct result of the Department of Administration's involvement in a number of issues ranging from contracting, education, and dispute resolution. Administration worked directly with the Wisconsin DHFS' Tribal Affairs Section in the development of programming and services to the Tribe totaling over \$1.3 million. This lengthy process included the development of over 20 work plans that provide social and health related type services to the tribal membership. Administration also participated in quarterly meetings with Wisconsin DHFS Tribal affairs staff to discuss funding, programmatic concerns, and service delivery. In addition to this, Administration had the opportunity to participate in a workshop aimed at educating State staff about Wisconsin Tribes, Tribal concerns regarding contracting, and how the State can better serve Tribes. Lastly, Administration set precedent by being the first tribe in Wisconsin to use the Constructive Dispute Resolution policy; the policy provides the framework for solving disagreements and other concerns between the State and Wisconsin Tribes. As a direct result of this, the Tribe was able to improve adoption and out-of-home placement services to Tribal members by calling attention to unprofessional behavior and conduct by some State and county social workers.
- Congressional Earmark Requests. Administration developed and submitted five project requests totaling approximately \$10 million to Representative Steve Kagen's office to be considered for federal earmarks. Projects included a health and wellness center, an addition to the tribal jail, an electronic health record system to be implemented at the Tribal Clinic, a Conservation/Environmental Services building, and a lake sturgeon restoration project. Administration received notification that one of the projects was considered for funding however, any federal earmark is not anticipated until the middle of Federal fiscal year 2008.

- Natural Resources. Resource protection is an increasingly important issue as natural disasters and invasive species are impacting Tribal resources. In fiscal year 2007, the Tribe experienced major threats to its resources with one being the June tornado and the other Viral Hemorrhagic Septicemia, commonly referred to as VHS. In efforts to protect the Tribe's resources after the June tornado, Administration drafted a statement of work to the Bureau of Indian Affairs requesting special funding to develop news articles and notices warning the public of risks and dangers associated with the natural disaster and more importantly, to provide additional security to the impacted area. Administration was successful in securing this additional funding. As related to VHS, Administration coordinated an interdepartmental meeting between the Conservation and Environmental Services departments to develop an action plan to address the deadly disease that had the potential to decimate the Tribe's fish population. Efforts were focused on regulation of watercraft, development and enforcement of an emergency ordinance, and public education/outreach efforts. This is an on-going issue and though an emergency ordinance was passed, it is clear that a permanent ordinance addressing exotic diseases and invasive species is needed.
- Food Distribution. Administration provided testimony to the United States Department of Agriculture concerning the Food Distribution program at a January 2007 consultation meeting. The USDA proposed a new funding distribution methodology aimed at providing a more rational system for allocating funds to Indian Tribes throughout the country. Administration provided oral testimony that did not support the proposed methodology because it was not equitable to smaller tribes and failed to address unmet need and inflationary increases. The proposed funding methodology also failed to consider program performance and was silent as to how left over funds would be distributed to Tribes. In addition to oral testimony, Administration followed up by drafting a letter opposing the funding change.
- Administration said goodbye to the following directors and employees this past year:
  - Aaron Schenk, Housing Director, who left his employment with the Tribe on April 12, 2007. We wish Aaron the best of luck in all of his future endeavors.
  - Laurie Reiter, Housing Director, who left her employment with the Tribe on July 13, 2007. We wish Laurie the best of luck in all of her future endeavors.
  - Roberta Reiter, Tax Commissioner, who left her employment with the Tribe on March 30, 2007. We wish Roberta the best of luck in all of her future endeavors.
  - Wayne Pecore, GAP Director, who left employment due to budgetary constraints on May 9, 2007. We wish Bunker well, hope that he enjoys retirement, and thank him for his many years of service to the Tribe.
- In FY2007, we welcomed the following directors and employees, and wish them well in their new positions:
  - J.D. Shatswell accepted the Information Technology Director position on February 5, 2007. J.D. has worked in the I.T. field for over 30 years and is a participant on the Governmental Affairs Committee. J.D. replaced Robert Lansing, who left the IT department on September 22, 2006 (see 2006 Annual Report).
  - Betty Jo Wozniak, Housing Director, accepted her new position as the Housing Director on August 27, 2007
  - Wayne Wilber, Tax Commissioner, who accepted his new position as the Tax Commissioner on June 11, 2007

## **VI. Committee Memberships/Contributions**

In FY2006, the Department of Administration was assigned to serve on or support the following committees:

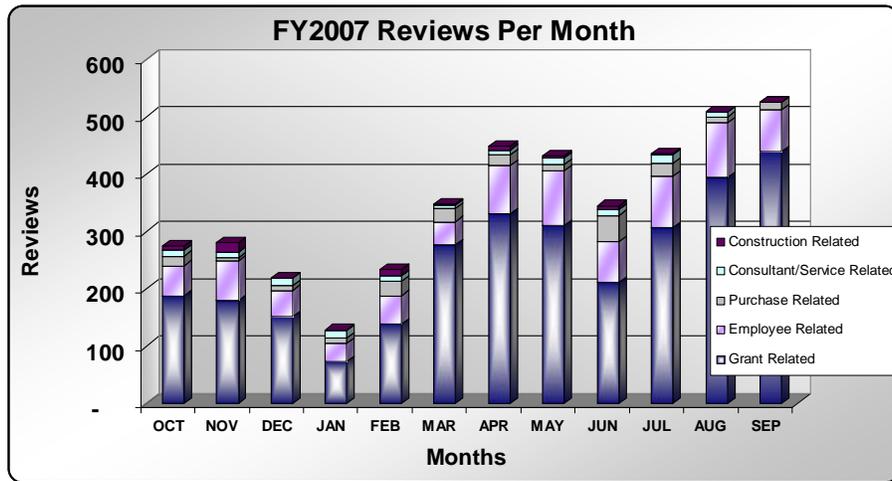
- Management Team – The Administrative Manager is a voting member of the Management Team. The Management Team is responsible for reviewing complaints, advancing recommendations of an organizational nature, and implementing such recommendations, subject to the limitations imposed by the Government Plan.
- Wolf River Development Corporation. Administration was added as a voting member to the Wolf River Development Corporation. The WRDC is a tribally-chartered business established to receive and sell tax-credits for the purpose of improving homes and developing homeownership opportunities on the Menominee Indian Reservation.
- Governmental Affairs Committee – The Administrative Manager is a voting member of the Governmental Affairs Committee. The committee's jurisdiction is restricted to recommending, researching, and investigating the policies of the organization, and reporting its findings to the Legislature.
- Budget & Finance Committee – The Administrative Manager is a voting member of the Budget & Finance Committee. The committee's jurisdiction is restricted to recommending, researching, and investigating the appropriations of the organization, and reporting its findings to the Legislature.

- Investment Committee – The Administrative Manager is a voting member of the investment committee, which is a body responsible for developing the investment strategies of the Tribe.
- Menominee Tribal Legislature/Menominee Tribal Enterprises Joint Taskforce - The Administrative Manager is a non-voting contributor to the MTL/MTE Joint Taskforce. Administration provides its experience in contracting and negotiating with the federal government to the committee upon its request.
- Menominee Tribal Legislature/Menominee County Joint Taskforce – The Administrative Manager is a non-voting contributor to the MTL/Menominee County Joint Taskforce. Administration provides its experience in contracting and negotiating with State and local governments to the committee upon its request.
- Ad Hoc Rules of Procedures Committee – The Administrative Manager is a non-voting contributor to the Menominee Tribal Legislature in its development of rules of procedure for the Menominee Tribal Legislature.
- Homelessness Ad Hoc Committee – Administration was a non-voting contributor to the development of a homeless shelter in Neopit.
- Local Emergency Planning Commission – Administration is a voting member of the Local Emergency Planning Commission. The commission is a collaborative effort of local agencies who are intent on making sure disasters and other crises are effectively responded to.
- Roads Workgroup – Administration is a voting member of this committee. The committee is responsible for developing the Transportation Improvement Plan and prioritizing road construction projects.

## VII. Statistical Summary

Administration conducted 4,178 reviews in FY2007 versus 2,953 reviews in FY2006, representing an increase of 1,225 (or 41.49%) reviews. Refer to the tabular summary below for more details.

DESCRIPTION	OCT	NOV	DEC	JAN	FEB	MAR	APR	MAY	JUN	JUL	AUG	SEP	Total	FY2006	DIFF.
<b>Grant Related</b>															
Budget Modifications	135	86	98	46	38	160	220	172	163	208	250	342	<b>1,918</b>	1,342	576
Contracts-Modification/Amendment	1	-	1	3	19	31	16	26	8	14	8	4	<b>131</b>	N/A	N/A
Expense Recodes	38	89	47	17	65	74	77	99	33	77	130	83	<b>829</b>	435	394
Grant Application Reviews	3	-	-	-	4	3	4	2	-	-	1	-	<b>17</b>	14	3
Grant Awards	5	-	1	1	2	2	2	7	3	-	1	2	<b>26</b>	25	1
Grant Extension Requests	-	1	1	-	1	-	-	1	-	-	1	1	<b>6</b>	5	1
Grant Modification	-	-	1	-	2	2	3	-	1	2	1	4	<b>16</b>	30	(14)
Grantee Invoices	-	-	1	-	1	-	-	1	1	2	-	-	<b>6</b>	5	1
Reports to Funding Agencies	6	3	2	6	6	5	9	2	2	3	2	3	<b>49</b>	24	25
<b>Totals</b>	<b>188</b>	<b>179</b>	<b>152</b>	<b>73</b>	<b>138</b>	<b>277</b>	<b>331</b>	<b>310</b>	<b>211</b>	<b>306</b>	<b>394</b>	<b>439</b>	<b>2,998</b>	1,880	1,118
<b>Employee Related</b>															
<b>Totals</b>	<b>52</b>	<b>69</b>	<b>45</b>	<b>32</b>	<b>50</b>	<b>40</b>	<b>84</b>	<b>95</b>	<b>71</b>	<b>91</b>	<b>96</b>	<b>73</b>	<b>798</b>	700	98
<b>Purchase Related</b>															
<b>Totals</b>	<b>17</b>	<b>6</b>	<b>8</b>	<b>9</b>	<b>25</b>	<b>23</b>	<b>19</b>	<b>12</b>	<b>46</b>	<b>22</b>	<b>10</b>	<b>13</b>	<b>210</b>	197	13
<b>Consultant/Service Related</b>															
<b>Totals</b>	<b>11</b>	<b>9</b>	<b>13</b>	<b>13</b>	<b>9</b>	<b>6</b>	<b>8</b>	<b>11</b>	<b>11</b>	<b>14</b>	<b>8</b>	<b>-</b>	<b>113</b>	97	16
<b>Construction Related</b>															
<b>Totals</b>	<b>7</b>	<b>18</b>	<b>-</b>	<b>1</b>	<b>12</b>	<b>1</b>	<b>7</b>	<b>4</b>	<b>6</b>	<b>3</b>	<b>-</b>	<b>-</b>	<b>59</b>	79	(20)
<b>GRAND TOTALS:</b>	<b>275</b>	<b>281</b>	<b>218</b>	<b>128</b>	<b>234</b>	<b>347</b>	<b>449</b>	<b>432</b>	<b>345</b>	<b>436</b>	<b>508</b>	<b>525</b>	<b>4,178</b>	2,953	1,225



The Tribal Grant Writer staff submitted 68 grants this past year compared to 51 in FY06. From this effort, we received \$3,123,430 in new or continuation funding of grant programs.

Grants Submitted in FY 2007						
#	W/R	Name of Grant	Program Responsible	Funded	Pending	Denied
1	R	COP Lead Agency Dev'l	Aging Division	0	\$33,048	0
2	R	WIC	Clinic	94,550	0	0
3	W	EMS Funding Assistance	Clinic	0	15,000	0
4	R	Diabetes Primary Prevention	Clinic	324,300	0	0
5	W	Special Diabetes	Clinic	564,080	0	0
6	R	Tobacco Prevention/Education	Clinic	3,700	0	0
7	W	Tribal Wildlife Grants	Conservation	0	200,000	0
8	W	Chronic Wasting Disease	Conservation	0	20,000	0
9	W	Community Based Econ Dev'l	Community Dev'l	27,500	0	0
10	R	Child Day Care	Social Services	30,699	0	0
11	R	Child Welfare	Social Services	0	16,423	0
12	W	Child Care Development	Day Care	286,792	0	0
13	R	EPA Air Section 103	Environmental Services	31,000	0	0
14	W	Brownfields	Environmental Services	0	129,000	0
15	R	General Assistance Grant	Environmental Services	0	55,000	0
16	W	Injury Prevention	Environmental Services	0	10,000	0
17	R	Performance Partnership Grant	Environmental Services	667,000	0	0
18	R	Ride Safe	Environmental Services	0	6,250	0
19	R	Sleep Safe	Environmental Services	0	[non-cash]	0
20	R	HazMat Emerg. Prep Training	Environmental Services	16,556	0	0
21	R	Clean Sweep	Environmental Services	0	0	15,214
22	R	Child & Adult Care Food Pgm	Head Start	0	322,132	0
23	R	State Supplement	Head Start	0	113,300	0
24	R	Head Start/Early HS Base Gnt	Head Start	835,747	0	0
25	W	Shawano Area Comm. Fdtn.	Historic Preservation	0	5,000	0
26	R	Historic Preservation Fund	Historic Preservation		23,874	0
27	W	First Nations	Historic Preservation	6,500	0	0
28	W	WHEDA	Housing/HIP	25,000	0	0
29	W	Emerg/Transitional Hsg	Housing	0	0	51,305
30	W	State Shelter Subsidy	Housing	18,057	0	0
31	W	Health Promo. & Disease Prev	Insurance	100,000	0	0
32	W	County/Tribal Law Enf.	LEC	29,859	0	0
33	W	Digital Recording	LEC	504	0	0
34	W	GREAT	LEC	0	0	12,303
35	W	Click It or Ticket	LEC	3,996	0	0
36	W	Law Enforcement Services	LEC	35,288	0	0
37	W	Tribal Victim Assistance	LEC	94,721	0	0
38	W	VOCA	LEC	34,360	0	0
39	W	COPS Tribal Resources	LEC	0	0	148,570
40	W	Adam Walsh Act	LEC	0	124,805	0

Grants Submitted in FY 2007 (continued)						
#	W/R	Name of Grant	Program Responsible	Funded	Pending	Denied
41	W	Indian Highway Safety	LEC	0	153,796	0
42	W	Basic Library Grant	Library	5,000	0	0
43	R	Grants to Indian Tribal Gov'ts	Maehnowesekiyah	300,000	0	0
44	W	Runaway & Homeless Youth	Maehnowesekiyah	22,583	0	0
45	W	Homeless Youth Supplement	Maehnowesekiyah	17,031	0	0
46	R	Injury Prevention	Maehnowesekiyah	5,000	0	0
47	W	Rural DV	Maehnowesekiyah	0	0	499,503
48	W	Targeted Capacity Expansion	Maehnowesekiyah	0	0	499,975
49	W	Transitional Housing	Maehnowesekiyah	0	0	342,234
50	R	Family Violence & Prev	Maehnowesekiyah	0	5,500	0
51	W	Substance Abuse & Interven	Maehnowesekiyah	0	999,212	0
52	R	Capital Assistance	Transportation	1,041,500	0	0
53	R	Operating Assistance	Transportation	408,656	0	0
54	W	Supplemental Trans (STRAP)	Transportation	464,000	0	0
55	W	STRAP (FY08 application)	Transportation	0	654,252	0
56	W	Specialized Transportation	Transportation	0	51,865	0
57	W	Tribal Transit	Transportation	270,002	0	0
58	W	Tribal Transit ('08 application)	Transportation	0	369,184	0
59	R	Forest Fire Prevention	Trust Resources	0	4,608	0
60	R	Natural Resource Corp. Plng	Trust Resources	25,000	0	0
61	R	Indian Educ. Formula Grant	Tribal School	47,027	0	0
62	R	Running Strong	Tribal School	1,980	0	0
63	W	Saucony Run for Good	Tribal School	0	0	9,587
64	W	21 <sup>st</sup> Century	Tribal School	0	0	748,797
65	W	Drug Free Communities	YD & O	79,020	0	0
66	R	Safe & Stable Families	YD & O	88,346	0	0
67	W	Juvenile Accountability	YD & O	0	0	295,675
68	W	Mentoring	YD & O	0	0	494,576
<b>Sub Total</b>				<b>\$3,123,430</b>	<b>\$3,312,249</b>	<b>\$3,117,739</b>

W = written by Grant Writer staff, including varying degrees of effort from program directors and staff.

R= reviewed and submitted by Grant Writer staff.

In FY2006 we reported \$447,614 as pending; we received \$81,605 (in addition to the above) in funding from those grants. The large amount in pending this year is due in part to slow turn-around by the federal government, and earlier application due dates for the new, large transit grants.

Exciting new services this year are in the Transportation Department, as they were awarded funds to assume transportation services for clinic patients to both local and regional medical appointments. Community members may occupy any available seating on the busses whose primary mission is the patients' travel to medical appointments.

### VIII. Closing

Administration's annual report to the membership represents only a fraction of the services and functions my staff perform. We don't always get everything right, but we always try our best given the timeframes we're forced to work within. I think I have the best staff anyone could ask for, and I think their output and the pride they have in their work proves it. I commend them all for their excellent performance this year. On behalf of my entire department, I thank the Tribal membership for the opportunity to present this report.—Jeremy C. Weso, Administrative Manager

# **T**ribal Judiciary

Robert Kittecon, Chief Justice

The Menominee Tribal Court is a court of general jurisdiction with appellate review operating under authority of the Menominee Tribal Constitution as a separate and equal branch of the Tribal Government. The primary goal of the Court is to provide judicial services on the Menominee Indian Reservation through the adjudication of criminal, civil, juvenile, family probate and all other matters within the jurisdiction of the Court.

Court personnel follow: Chief Justice (vacant), Lower Court Judges (2), Associate Justices (2) vacancies, Clerks of Court (4) one vacancy, Bailiffs (1 FT & 1 PT), and Administrative Assistant.

<b><u>STATISTICS</u></b>	<b><u>Filed</u></b>	<b><u>Court Actions**</u></b>
Motor Vehicle.....	1,049 .....	1,603
Curfew & Underage Drinking.....	494 .....	1,240
Conservation/Adult Ordinances.....	106 .....	269
Truancy .....	209 .....	561
Restraining Orders .....	48 .....	46
Adult Criminal .....	488 .....	2,462
Civil Cases* .....	318 .....	334
Juvenile/JIPS.....	89 .....	330
Custody .....	5 .....	36

<b><u>STATISTICS (cont')</u></b>	<b><u>Filed</u></b>	<b><u>Court Actions**</u></b>
Adoption/TPR's .....	7 .....	14
Child Support/Paternity .....	106 .....	735
Wellness Court .....	10 .....	120
Extraditions .....	38 .....	27
<b>TOTALS .....</b>	<b>2,967 .....</b>	<b>7,777</b>

\*Civil cases include Small Claims, Civil, Divorce, Probate, Relinquishments, Name Changes, Guardianships and Commitments.

\*\*Includes Order to Show Cause (OTSC), Motions, Capias, Bench Warrants, Reviews, Status Hearings, Temporary Physical Custody (TPC) Requests, Sanctions, Initial Appearances, Trials, etc.

<b><u>Revenues</u></b>	<b><u>Allocations</u></b>
FY '06..... \$164,569.31	\$249,669.00 (Courts Supplement) \$ 55,650.00 (Professional fees)
FY '07..... \$154,776.00	\$305,642.00 (Courts Supplement) \$ 59,259.00 (Professional Fees)

## **ACCOMPLISHMENTS**

- The court continues to upgrade the technology of the computer system and has participated in ongoing training throughout the year.
- Closed circuit televisions have been installed in both courtrooms which will enhance safety.
- Communication continues with local, state and federal agencies.

## **PROBLEMS**

On October 05, 2007 the term of the Chief Justice expired.

## **GENERAL STATEMENT**

Judicial Services has fulfilled requirements within the Indian Civil Rights Act and Menominee Tribal Constitution & By-Laws.

# Tribal School

Mr. Robert E. Tucker Jr., Administrator

The Menominee Tribal School continues to serve community children in grades Kindergarten thru 8<sup>th</sup> that encourages academic, athletic, and spiritual excellence. The total number of students the Bureau of Indian Education gave Menominee Tribal School credit for serving during the 2006-2007 School Year was 206. The mission of the school is to develop individuals who are aware of their gifts as Native Americans, have respect and pride in their family and community, have begun the process of integrating culture and knowledge, value a quality education, are motivated to set high, attainable goals, and who recognize their responsibility to our Native American Nations and beyond. The school incorporates research-based materials and programs such as the Houghton-Mifflin Reading Series, and has incorporated a new math program for the K-8 grade called the Saxon Math Series.

Menominee Tribal School students continue to excel in Reading and the school is known as a "Reading First" school. Students excel in other subjects such as Language Arts and Math, and Menominee Language and Culture. The school was informed by the Bureau of Indian Education that it had made Adequate Yearly Progress (AYP) for the second year in a row and has made AYP every year except for the 2004-2005 School Year. Because Menominee Tribal School does not have more than 50 students per grade level, the school has to use what is called "Uniform Average" The Uniform average for the subjects of Language Arts and Math are as follows for the last two years:

## Language Arts

Year	% Proficient & Advanced	# Of students Proficient & Advanced	# Of Students
2005-2006	41%	23	56
2006-2007	63%	26	41
2 Year Average	52%	Total =49	Total =97

## Math

Year	% Proficient & Advanced	# Of Students Proficient & Advanced	# Of Students
2005-2006	32%	18	56
2006-2007	53%	21	41
2 Year Average	42.5%	Total =39	Total = 97

## Reading

Year	% Proficient & Advanced	# Of Students Proficient & Advanced	# Of Students
2005-2006	59.03%	33	56
2006-2007	72.46%	30	41
2 Year Average	65.75%	Total=63	Total=97

Menominee Tribal School is a school that has parents that are excited to volunteer. In the last school year, Menominee Tribal School parent population accumulated over 2,750 hours of volunteer services. Parents were also sent to trainings with the State of Wisconsin and the BIA. The school listens to the input of parents and tries to make accommodations for their needs. After school tutoring is a direct result of this. Menominee Tribal School will continue to support and listen to the concerns of the parents, and make modifications for the benefit of the child.

Menominee Tribal School has to report other important information to the Bureau of Indian Education (BIE) in regards to daily attendance, yearly enrollment, parental involvement, substance abuse incidents, and violent incidents. This information will be representative from the 2003-2004 school year and forward.

## Summary of BIA Annual Reports for the Menominee Tribal School

	2003-2004	2004-2005	2005-2006	2006-2007
Daily Attendance	90.6%	86.5%	89.6%	94.91%
Yearly Enrollment	239	221	197	206
Parent Involvement	3,200	3,000	2,400	2750
Substance Abuse	0	0	0	0
Violent Incidents	26	15	43	11

Menominee Tribal School's goals for the 2007-2008 School Year are as follows:

1. To continue to have more meaningful training and opportunities for parents to learn a variety of strategies to better prepare their children for the future
2. To improve the number of parent volunteer hours at the school
3. To continue to update the current curriculum for all grades and all subject matter and core areas so it is user friendly for staff and is aligned with the Wisconsin State Standards.
4. To maintain daily attendance for students during the school year at 90% or above.
5. To continue to improve in the academic areas of math, reading, writing, social studies, and science as per the Wisconsin Knowledge and Concepts Examinations (WKCE's).
6. To continue to improve overall student behavior and promote our school as being an anti-bullying school.
7. To continue to improve the overall quality of instruction provided by a staff that is nearly 100% highly qualified to teach in their specific subject matters.
8. To communicate what is happening here at Menominee Tribal School better both internally and externally.
9. To run the school within an efficient school-wide budget and research for grant opportunities to supplement our current budget.

## **T**rust Resources

Chris Caldwell, Director

### **OVERVIEW**

The Department of Trust Resources is still a relatively new program. The Menominee Tribal Legislature approved the development of this program and the specific position of Compliance and Enforcement Officer back in October 2005. The main program purpose is to monitor the forest management and forest development practices of the Tribe. The largest area for this monitoring occurs with the administration of the Public Law 93-638 Self Determination contracts for forest management and forest development.

The Department mission statement states it will, "...serve the Tribe by; monitoring the forest management and forest development practices of the Menominee Indian Tribe of Wisconsin, addressing communication issues regarding forest management and forest development practices, and promoting involvement of tribal members in the management of the Tribe's natural resources".

Trust Resources is staffed by a Director/ Compliance & Enforcement Officer (Chris Caldwell) and an Office Assistant (Rochelle Tourtillott). The office is located at the Hilary J. Waukau Sr. Forestry and Environmental Resources Center in Keshena, WI. The projected Department budget for FY2007 was \$92,078, but actual costs came in at approximately \$75,374. Savings were primarily due to an extended absence in the Office Assistant position. The majority of Department funding came from anticipated federal funds and unanticipated federal funds.



### **FISCAL YEAR 2007 GOALS & HIGHLIGHTS**

The Department developed six (6) goals for FY2007. The goals are listed below along with specific activities that summarize and highlight the Department's year.

- **GOAL 1: MONITOR FOREST MANAGEMENT AND FOREST DEVELOPMENT ACTIVITIES**
  - Moved office to Hilary J. Waukau Sr. Forestry and Environmental Services Center to improve daily communications with all natural resource management personnel (Pictures above)
  - Worked with MTE Forestry/ Fire and BIA representatives to develop a Forestry Funding and Staffing analysis for Bureau of Indian Affairs to illustrate funding and staffing shortfalls

- Submitted twelve (12) monthly reports on activities concerning the Department and status of the P.L. 93-638 forest management and forest development contracts to the Legislature
- Submitted two (2) Legislative update for issues regarding forest management and forest development on the Menominee reservation, aimed at new Legislative members
- Promoted development of and worked with newly formed Menominee Tribal Legislature - Tribal Forestry Committee to begin addressing forest management and development issues that fall under the proper governmental and sovereign powers of MTL
- Facilitated meetings between MTE Forestry staff, BIA Regional staff and a private contractor to finish “cleaning” of the Tribe’s 1999 Continuous Forest Inventory (CFI) data
- Worked with MTE Fire Program, BIA representatives, WI-DNR representatives to identify issues with the Menominee Cooperative Wildfire Agreement
- Obtained basic Wild-land Fire Training for on-site monitoring of prescribed burns. Carried out on-site monitoring of two (2) prescribed burns throughout the year. *(Pictured below on the right is an active burn along Southeast Line Road; on the right is one month after the burn)*



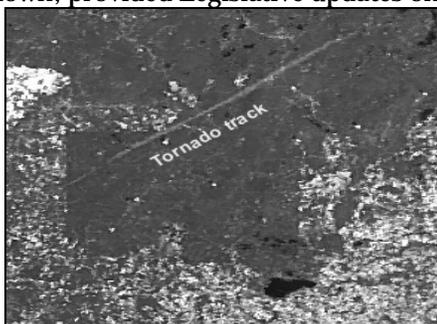
- Attended meetings as a Menominee representative and to obtain more information on forest management and forest development activities related to Menominee.
  - BIA Regional Forestry & Fire meeting in Grand Portage, MN.
  - Intertribal Timber Council Annual Symposium Polson, MT
- Paper and field review of silvicultural prescriptions generated by MTE Forestry and provide recommendations for approval to the Menominee Tribal Legislature. Silvicultural prescriptions are the planning documents used to guide the actual treatment (timber harvest, prescribed burning, herbicide use, etc.) of a specific site in the forest. The following silvicultural prescriptions were processed by the Department in FY2007:
  - Logging Year Spring/ Summer 2007 – Eight (8) silvicultural prescriptions totaling 815 acres of planned treatment
  - Logging Year Spring/ Summer 2008 – Ten (10) silvicultural prescriptions totaling 914 acres of planned treatment
  - Logging Year Fall/ Winter 2008 – Twenty-Five (25) silvicultural prescriptions totaling 7485 acres of planned treatment
- Paper and field review of invoices submitted by Menominee Tribal Enterprises for work done toward the forest management and forest development contracts. The paper review includes determining allowability of costs according to Office of Management and Budget Circular A-87. Field reviews are conducted by site visits of areas identified on corresponding accomplishment maps. The following data provides an overview of awarded funds and reimbursement requests handled by the Department in FY2007
  - The Department processed a total of seventy-four (74) invoices from MTE for reimbursement of Forestry and Fire services provided to the Tribe
  - The Department processed a total of twenty-three (23) awards/ modifications/ reimbursements from the BIA to the Tribe

<u>Program/ Function</u>	<u>BIA Award</u>	<u>MTE Request</u>
Forest Management Program <ul style="list-style-type: none"> <li>• FM Operations</li> </ul>	\$1,329,885	\$1,410,053

▪ Fire Management Program		
• Fire Preparedness	\$ 366,001	\$ 282,272
• Fire Suppression		
• (\$ is reimbursed on request)	\$ 69,402	\$ 169,994
• Prescribed Burning		
• (\$ is reimbursed on request)	\$ 95,785	\$ 145,371
▪ Forest Development Program		
• FD Operations	\$406,892	\$271,044

• **GOAL 2: IMPROVE COMMUNICATION OF FOREST MANAGEMENT AND FOREST DEVELOPMENT ACTIVITIES TO GENERAL PUBLIC**

- Conducted a public survey of community members at the Annual General Council on Forestry; from which, the results will be used to tailor future meetings to meet the information needs of Tribal members. *(Received ten (10) completed surveys)*
- Worked with Forest Development program to develop public presentation outlining the purpose of shelterwood and clear cut harvests and associated herbicide use
- Facilitated several meetings between MTE Fire Program, BIA representatives, WI-DNR representatives and Tribal members to address wild-land fire operational issues and cultural concerns
- Worked with MTE Forestry/ Fire staff and MITW Conservation to develop preliminary public notice on June 7, 2007 blow down; provided Legislative updates on early efforts to deal with the damaged areas



• **GOAL 3: CONTINUE TO PROMOTE EXISTING INTERNSHIP/ SCHOLARSHIP OPPORTUNITIES FOR MENOMINEE TRIBAL MEMBERS IN THE NATURAL RESOURCE FIELD**

- Promoted application for existing scholarship and internship opportunities through correspondence
- Worked with BIA National Center for Cooperative Education (NCCE) program to provide summer 2007 internship opportunity for one (1) college student from another tribe.

• **GOAL 4: CONTINUE TO ASSIST TRIBE IN DEVELOPMENT AND REVISION OF NATURAL RESOURCE MANAGEMENT PLANS**

- Coordinated fifteen (15) Forest Management Plan revision meetings that included representatives from MTE Forestry & Fire staff, MITW Historic Preservation, MITW Environmental Services, MITW Conservation/ Fish & Wildlife, MITW Tribal Administration, Bureau of Indian Affairs and USDA Forest Service. These meetings resulted in the drafting of the proposed framework for a new Forest Management Plan (FMP) and associated draft chapters
- Developed a draft Natural Disturbance Management plan, as a result of
- Revised sections of proposed Integrated Resource Management Plan (IRMP)
- Worked with Cultural workgroup during Strategic Plan drafting

- **GOAL 5:** BEGIN WORK TO ACCOMPLISH GOALS IN THE (DRAFT) INTEGRATED RESOURCE MANAGEMENT PLAN THAT DESIGNATE TRUST RESOURCES AS RESPONSIBLE ENTITY
- Although the IRMP plan is a draft, the Tribe's Strategic Plan contains all of the goals and objectives of the IRMP. Many of the goals and objectives identified within provided good direction for this department. Listed below are a few of the objectives that were started
  - Improve procedure for {silvicultural} prescription approval through a multi-disciplinary approach
  - Create a plan to address natural threats (fire, wind, insect, disease)
  - Develop a more comprehensive Forest Management Plan
- **GOAL 6:** CONTINUE TO ASSEMBLE REFERNECE MATERIALS CONCERNING FOREST MANAGEMENT AND FOREST DEVELOPMENT ON OR PERTAINING TO MENOMINEE TRIBE
- Scanned MTE Annual Reports into PDF format
- Obtained relevant and peripheral documents, manuals, articles, etc., regarding Menominee Forest Management, Forest Management in general, and Indian Forest Management, documents include;
  - Copies of all four (4) Forest Management Plans
  - Tribal Legislative documents concerning Trust & Management Agreement
  - Existing relevant Tribal ordinances
  - National Assessments on Indian Forestry

#### **IDENTIFIED AREAS FOR IMPROVEMENT**

- **AREA 1:** The Department mechanisms for monitoring and reporting on sub-contractor performance within the contract scope of work and Forest Management Plan are still weak.
- **AREA 2:** The Department falls short on developing mechanisms for keeping general public informed of forest management and forest development issues; also, needs to improve efforts at involving tribal members in scholarship and internship opportunities related to forest management and forest development
- **AREA 3:** The Department has not developed a longer range plan to assist in the sustainability of funding resources.

#### **FY2008 GOALS AND OBJECTIVES:**

- Assess & Implement goals and objectives in the natural resources section of the Tribe's Strategic Plan.
- Have a revised and approved Forest Management Plan in place before the end of FY08.
- Administer the forest management and forest development contracts for the Tribe.
- Review feasibility of shifting Fire Management program to a Tribal Government program.
- Assist Tribe in dealing with miscellaneous issues related to forestry.
- Monitor, inform and provide recommendations for policy, all in regards to forest management and forest development practices on the reservation.

## **University of Wisconsin Cooperative Extension**

Donna Hora-Schwobe, UWEX

The University of Wisconsin Extension (UWEX) overall mission is to help people apply research, knowledge, and resources to meet their educational needs wherever they live and work. Needs and subsequent programming are based on what the local communities identify. UWEX and local partners (Menominee County and Menominee Indian Tribe of Wisconsin) work together to provide education to Menominee residents (non-credit courses) that meet their needs and address community issues relevant to the citizens of Menominee and also link the local community with University campus specialists. UWEX Programs include: Family Living Programs (Donna Hora-Schwobe), Wisconsin Nutrition Education Program (Donna Hora-Schwobe and Alice Kessen) and Community and Resource Development (Brian Kowalkowski).

The UWEX office served approximately 1,626 Menominee residents last year. Approximately 1,329 of these residents were tribal members and 277 Caucasian.

### **Community Natural Resources and Economic Development Programs:**

- **Renewable Energy Opportunities:** Set and facilitated a meeting with the College of Menomonee Nation, MTE, the Tribe and Northwood's NILJI to discuss possible options for community with respect to renewable energy and the start up of wood pellet mill on the Reservation. Coordinated a visit for the MTE board members and a Tribal representative to travel to Madison to the Forest Product Lab to discuss wood pellet mill and a small diameter log sawmill. Brought in forestry extension specialist to assist MTE with the feasibility of a small diameter log sawmill. As a follow-up, traveled to Iron Mountain with MTE to attend conference on Fuels from the Forest.
- **Comprehensive Planning:** Coordinated and facilitated meetings with the County, Tribe, and State Department of Administration to provide information and opportunities provided by participating in the comprehensive planning grant and process. Assisted county with writing the grant application for Comprehensive Planning Grant funding from the State Department of Administration. The grant was allocated to Menominee County.
- **Emerald Ash Borer:** Conducted an educational program to provide the public with knowledge of the threat of potential infestation of this exotic species. Education on this matter is very important as the ash borer is spread mainly through the transport of firewood. Took an aggressive approach in collaboration with MTE forest ecologist and the Menominee County Conservation to prevent the spread of this species from outside of the County/Nation. Wrote letter to all county property owners that live out of state, asking them to not bring firewood when they come to the Menominee County/Reservation.
- **Community Garden:** A community garden was established down the hill from our office utilizing the raised bed gardening method. These gardens were established with the help of several community members as well as other agencies throughout the community. The produce was distributed to community members at no cost. We also worked with Jonsey Miller to handout free seeds to community members and organize the use of garden tillers. A Master Gardener training is scheduled for this coming winter to start to develop a knowledgeable volunteer group to help individuals and families establish their own gardens.
- **MTE – Economic Study:** The MTE forestry manager requested assistance from UWEX to find someone with expertise to conduct an economic impact study on how the sawmill has an effect on the community for the past 100 years. I have been in contact with a Resource Economist & Recreation/Tourism Planning Specialist from UW. This is in conjunction with the 100 anniversary of the sawmill.

### **Family Living Programs:**

- The Wisconsin Nutrition Education Program (WNEP) made 1,005 contacts this last year, with 984 of these being Native American. The major audience provided with prevention education in the areas of nutrition and physical activity were youth ages 6 – 11 years old. Focus of educational programs is choosing healthy foods, hand washing, some basic cooking skills, and the importance of physical activity. This prevention is based upon the need to decrease the rate of diabetes for youth in the future. The majority of teachers use WNEP concepts throughout the year in other subjects to provide a consistent message that is reinforced and repetitive. A second major audience is parents with children. These educational programs are collaborated with the Women Infant and Children Program (WIC), Food Distribution, TANF and the Families and Schools Together Program. Educational topics are based upon the expressed needs of the parents, such as portion sizes, healthy cooking, using commodities and WIC products to their fullest, and many others. Major outcomes evaluated showed that parents provide too large of portion sizes for themselves and their children, which can contribute to obesity issues, how to provide healthy snacks and meals for their families, how to budget money for food and other needs, and learning family activities that increase physical activity for the whole family. The WNEP has been funded for the next year and educational programs will continue to be provided.
- Approximately 65 county employees and 30 employees from Maehnowesekiyah were provided training on team building including skills needed, its advantages and how work production can be increased. This was done through a program called FISH. Participants indicated that they learned to choose their attitude when they came to work, the importance of listening to staff and clients, and learned tips on working more effectively in a team atmosphere.
- Through the Families and Schools Together Program (FAST) high risk families were identified with early truancy issues. These families attended an eight week session at Keshena Primary School. A team was formed consisting of school personnel and agency personnel to assist families in learning about community services, support group for parents and learning about issues relevant to them. The program focuses on helping families spend quality time together, decreasing the fear of the school, learning healthy family communication and having fun together. Evaluation showed that parents called the school more often when their child was going to be absent, visited the school more often, and that children had less disruptive behaviors in the classroom. This program is planned to be done again in the 07-08 school year.

- Through the Bridges Out of Poverty trainings within the community it was decided to take the next step in working with generational poverty families. A two day training to be a facilitator for the program “Getting Ahead in a Just Getting’ By World” was provided to interested agency professionals, teachers, etc. Approximately 35 people were trained, including the Family Living Educator. After the training it was decided that a steering committee needed to be formed to get the program started. The Family Living Educator agreed to be the chair of the committee and work with other community agencies to help form this steering committee. Through a grant from the Department of Instruction and the Menominee Indian School District money was available to conduct this program. Last year approximately 22 people participated in a 20 session program guiding them through a process of investigation of their lives, what it is like today and what they want their future story to look like. Five hours was also spent talking about oppression and the effects that has on poverty and how this affects their lives today. The Family Living Educator and Leslie Shawanokasic facilitated this first group. At the end of the 20 sessions investigators had three written goals in which they would use to help them move out of the everyday crisis of poverty. The group meets on a regular basis to support each other and also work on community issues. Initial evaluations indicated a high rate of satisfaction with the program. People said they felt respected, that their viewpoints were important, no one was telling them what to do, and they were able to work through a process that helped make their own decisions. Continued work is being done to have more groups, secure more funding, and establish a “Circle of Support” for the investigators after the program is done. This will be a continuing program in 2008 with more work done on support systems, presentations in the community and to local governments.

## **U**tilities Dave Corn, Director

The Menominee Tribal Utility Department provides water, wastewater and septic service to all people within the reservation boundaries. The Utility also provides and services the Middle Village area with electrical service.

### **Mission statement:**

The Menominee Tribal Utility Department shall manage, operate and maintain utility systems of the Menominee Indian Tribe of Wisconsin, defined by Tribal Ordinance No. 96-28. The department shall abide by the policies and procedures and operate within the limits of the department budget. The department shall also perform other duties as assigned by the Menominee Tribal Legislature, Chairperson, Tribal Administrator and the Menominee Community Development Committee.

The number of customers we service is as follows:

<u>Middle Village</u>	<u>Keshena</u>	<u>Trailer Courts</u>
Residential s/w/e = 72	Residential s/w = 314	Residential water = 17
Commercial s/w/e = 7	Commercial s/w = 60	<u>Redwing</u>
Commercial electric = 9		Residential water = 21
<u>Neopit</u>	<u>Zoar</u>	
Residential s/w = 210	Residential water = 23	
Commercial s/w = 19	Commercial water = 4	

### **Administration:**

The Menominee Tribal Utility Department consists of a Director, Office Administrator and (3) Utility Operators.

### **Utility Improvements:**

- Keshena:
- Water main loops complete.
  - Well house completion on 10/31/07.
  - Water tower completion 9/30/08.
- Zoar:
- Wells complete.
  - Well house completion 11/31/07.
  - Water main completion 11/31/07.
- Neopit:
- 47 Lift station, this fall.

### **Future Improvements:**

Neopit: Water and wastewater project. This would be a (3) year project.

# **Y**outh Development and Outreach

Shannon Wilber, Director

The Youth Development & Outreach (YD&O) office serves youth (ages 4-17) and families of the Menominee Community through the use and delivery of culturally appropriate resources. The Youth Advocate, Juvenile Court Counselor, Mentoring Coordinator, Drug Free Communities Coordinator., Restorative Justice Coordinator and early intervention programs are components of YD&O that meet the unique needs of youth and their families. YD&O coordinates its programs, projects/services along with the Youth Service Providers (YSP) and the Menominee Indian Tribe of WI. (MITW) Strategic Plan. Through the mission statements of both the YD&O and MITW, we strive to promote and protect the well being of MITW residents with YD&O's focus being on youth 4-17 years (primary) and their families (secondary).

Next, it is through this mission work that the vision statements and guiding vision principles for MITW and YD&O will be achieved so that the Menominee's have strong and healthy community members, families, and youth who embrace their culture, have positive relationships with all relatives on Mother Earth and preserve and sustain themselves through Indigenous sovereignty rights. Therefore, the mission and vision of YD&O are carried out through the following three program areas and their seven respective projects:

## **Youth Development & Outreach Program Area (1): Promote Healthy Lifestyles**

### **1a. Alcohol Education-Prevention Activities**

**Contact:** Ronnann Guzman at 799-3698.

**Funding Source:** TYP (OJJDP) – Oct. 2002 to Sept. 2008  
PSSF (ACF) – 1998 began (reapplication due every 5 years)

**Activities Include:**

- **Awareness Conference**-Educational sessions on topics surrounding youth alcohol consumption in collaboration with YSP in which a "Mock Car Crash" was coordinated with surrounding counties. This collaboration was a huge undertaking and required a great deal of organization from all involved.
- **Alternate Routes**-Educational sessions are held monthly for five days youth who complete and do not re-offend are eligible for Incentives after 6mo. & 1 yr. this is followed up by case management to further support youth who may need to complete community service and anniversary dates for incentives.
- **Youth Led Media Campaign**- to promote healthy choices/activities and to empower youth to communicate with the community their dissatisfaction of all the abuse and grief that occurs as a result of using alcohol, tobacco and other drugs.
- **Juvenile Community Service**- community clean up, Leaf Raking for Elders and service hours at various community events.
- **Culture Camp**-is held one week during the summer as an immersion into the Menominee Language Culture and Traditions in collaboration with Historic Preservation for youth ages 11-15.
- **Menominee Parenting (Birth -5)**-A 10 week curriculum offered for all parents, grandparents and/or caregivers of Menominee youth ages 0-5 where Menominee Language, Culture and traditions are emphasized.
- **Parents of Teens**-A 4 session class offered for Parents of youth ages 11-17 who are experiencing difficulty with school, home and community. These sessions provide parents with tools to become re-connected with their teen, often this is a time when youth attain independence but are not sure how to make positive choices and by the time the parent realizes this they are out of touch from their youth.
- **Prevention/Intervention**-These activities occur during/after school, i.e., MRCC, CMN Career Day, Bike Rally, Breakfast w/Santa, Shawl/Vest Making, Winter Fun Fest, Family Night, Family Fun Day Teen Night, Culture Camp, Winter Camp, Winter Round House, Valentine Day Dance, Sturgeon Feast, Language Camp, Night Out Against Crime, Awareness Day, Sober 49 @ Menominee Nation Pow-wow, etc.
- **Town Hall Meeting**-Community Meetings on issues surrounding Under Age Drinking.
- **Toys for Tots**-Provides toys for needy families during Christmas.

**1b. Balanced and Restorative Justice (BARJ)**

**Contact:** Claudette Hewson at 799-5919.

**Funding Source:** JADG (OJA) – Oct. 2004 to Sept. 2007

**Activities Include:**

- **Teen court**-is held biweekly on Saturday mornings at the Tribal Courts
- **Planning/Outreach Meetings**- are held monthly to discuss cases and how the youth are handling the issues for sanctioning. Outreach is done at different community functions, school functions, newspaper, flyers, etc. An informational booth is set up with all department flyers for youth and their families to take.
- **Training**-youth receive an initial training and then follow up in-services at least quarterly
- **Participant Incentives**-are for youth participants as a result of their commitment to the project, i.e., pizza, movie, bowling, etc.

**1c. Truancy Education**

**Contact:** Darwin Dick at 799-5895.

**Funding Source:** PSSF (ACF) – 1998 began (reapplication due every 5 years)

**Activities Include:**

- **True life interactive**- is an internet based program that allows youth to look into what they can potentially achieve if they focus on education. This project is followed up with the Menominee Ropes and Challenge Course (MRCC), Incentives for successful completion, Case Management, etc.
- **Discovery Dating**-a personal discovery tool for youth if there are youth having relationship issues as a result of Truancy, this provides youth with tools to understand relationships.

**1d. Drug Free Communities (DFC)**

**Contact:** Pattie James at 799-5225.

**Funding Source:** DFC (SAMSHA) – Oct. 1, 2002 to Sept. 2007

**Activities Include:**

- **Prevention/Intervention**-These activities occur during/after school, i.e., MRCC, CMN Career Day, Bike Rally, Breakfast w/Santa, Shawl/Vest Making, Winter Fun Fest, Family Night, Family Fun Day Teen Night, Culture Camp, Winter Camp, Winter Round House, Valentine Day Dance, Sturgeon Feast, Language Camp, Night Out Against Crime, Awareness Day, Sober 49 @ Menominee Nation Pow-wow, etc.
- **Town Hall Meeting**-Community Meetings on issues surrounding Under Age Drinking.
- **Toys for Tots**-Provides toys for needy families during Christmas.
- **Community Coalition Building**-Gaining community involvement, volunteerism, while striving to improve coordination and collaboration of activities and projects that target Alcohol, Tobacco and other Drug Abuse (ATODA) prevention.

**Youth Development & Outreach Program Area (2): Strengthen Families**

**2a. Mentoring**

**Contact:** Darwin Dick at 799-5895.

**Funding Source:** MCOP (ACF) – Sept. 2004 to Aug. 31, 2007

**Activities Include:**

- **Youth/Adult Matches**-Interest Inventories, Family long & short term goals, reunification plans (2 components), School/Home relationships, Mentor/Youth Outings, Mentor Trainings, Mentor/Parent Monthly Meetings, Recruitment, Case Management, etc.
- **Discovery Dating**-a personal discovery tool for youth if there are youth having relationship issues, this provides youth with tools to understand relationships.

**2b. Reunification Services**

**Contact:** Darwin Dick at 799-5895.

**Funding Source:** PSSF (ACF) – 1998 began (renewed every 5 years)

DHFS (WI) – Oct. 1998 to Sept. 2006

**Activities Include:**

- **Youth & Family Resources**- provided to families who have children at risk of being removed from the home or who have already been removed from the home.
- **Parent/Teen Encounter**-A positive communication tool that offers parents and youth an opportunity to talk about what their hopes and dreams are for each other.
- **Crisis Intervention**- is provided for youth who are runaway, homeless, or having issues with school and family, etc.

- **Case Management**-Develop short/long term goals for youth and their families who are experiencing difficulties as a result of alcohol use, drug use, abuse, truancy, communication, self esteem, delinquency, etc.

### **Youth Development & Outreach Program Area (3):** Community Outreach & Partnerships

#### **3a. Youth Advocate**

**Contact:** Darwin Dick at 799-5895.

**Funding Source:** MITW – began 1998 to Sept. 2006

JADG (OJA) – Oct. 2004 to Sept. 2006

DHFS (WI)-Oct 1998 to Sept 2006

**Activities Include:**

- **Reunification**-Short/Long Term goals are developed, transportation to youth/parents not in the home may occur for those families in need, case management, skill building; communication, self esteem, conflict management, etc.
- **Alliance for Wisconsin Youth Group**-Meets at least weekly to coordinate community service projects within the community or to support other organizations with activities that promote drug and alcohol free activities.
- **Discovery Dating**-a personal discovery tool for youth if there are youth having relationship issues, this provides youth with tools to understand relationships.
- **Pathways Project for youth** - to reintegrate within the community setting; re-enter education, promote healthy choices, tribal courts, Menominee County Health & Human Services, Youth Service Provider Collaborations, Youth/Family Resources, Teen Court, MRCC, Referral To other programs for services, Community Service for Youth, etc.

In conclusion, for fiscal year 2007, the nine projects in the above table have produced the following measurable results for the MITW community:

- \$497,762 total dollars for services
- 4,114 total youth participants through out the year
- 1,500 total families served (Toys for Tots 900+ families)
- 25+ total activities with existing partners (via Youth Service Providers)

Goals of the coming fiscal year to strengthen projects and services to MITW youth and families:

1. To strengthen YD&O program area #2 (strengthening families)
2. To strengthen YD&O program area #3 (community outreach and partnerships) and help projects from program area #1 (promoting healthy lifestyles) be more efficient, several objectives will be completed:
  - a. Continuance of YD&O program and department alignment to YSP & MITW Strategic Plan;
  - b. Securing additional funding of projects that are limited by their current funds and for program areas that need new projects which build YD&O departmental capacity.
  - c. Alcohol Education
    - 1) Maintain a coordinated referral and service delivery system inclusive of inter-governmental relationships among county, school, and the tribe's judicial services and law enforcement for early intervention in problem behaviors utilizing culturally based services and sanctions in order to reduce truancy and create a safer community.
  - d. Balanced & Restorative Justice
    - 1) To promote community safety and support for victims, community members and juvenile offenders (Competency Development and Community Safety)
    - 2) Improve and rebuild relationships between the victims, community members and juvenile offenders (Accountability).
  - e. Truancy Education
    - 1) Offer opportunities for youth to gain knowledge surrounding the issues for which they are referred to the Program;
    - 2) Offer youth choices and education to them on the importance;
  - f. Drug Free Communities
    - 1) Reduce abuse among youth by addressing community factors that increase risk and promoting factors that reduce risk through experiential learning.
    - 2) Strengthen the collaboration to support proposed efforts of coalitions to prevent and reduce substance abuse among youth

**g. Mentoring**

- 1) Increase the number of Menominee High school graduates by supporting youth to achieve their full potential;
- 2) Reduce the recidivism in the Menominee Tribal Courts;
- 3) Support reunification efforts of parents with their children.

**h. Reunification/Youth Advocate**

- 1) Build healthy individual and families within the Menominee Community by increasing their opportunity to attend and participate in the Parent Education Classes by thirty percent (30%), through collaboration referral efforts of Menominee Tribal Social Services, Menominee County Health and Human Services, Menominee Tribal Courts, et al.
- 2) To increase the number of young men's and women's knowledge base regarding taking responsibility for themselves, their families and their communities which will reduce the number of out of home placements for juveniles by 25 % by the year 2008.

**i. Gain new strategic partners to coordinate with our provision of services that will emphasize the needs of our youth/families.**

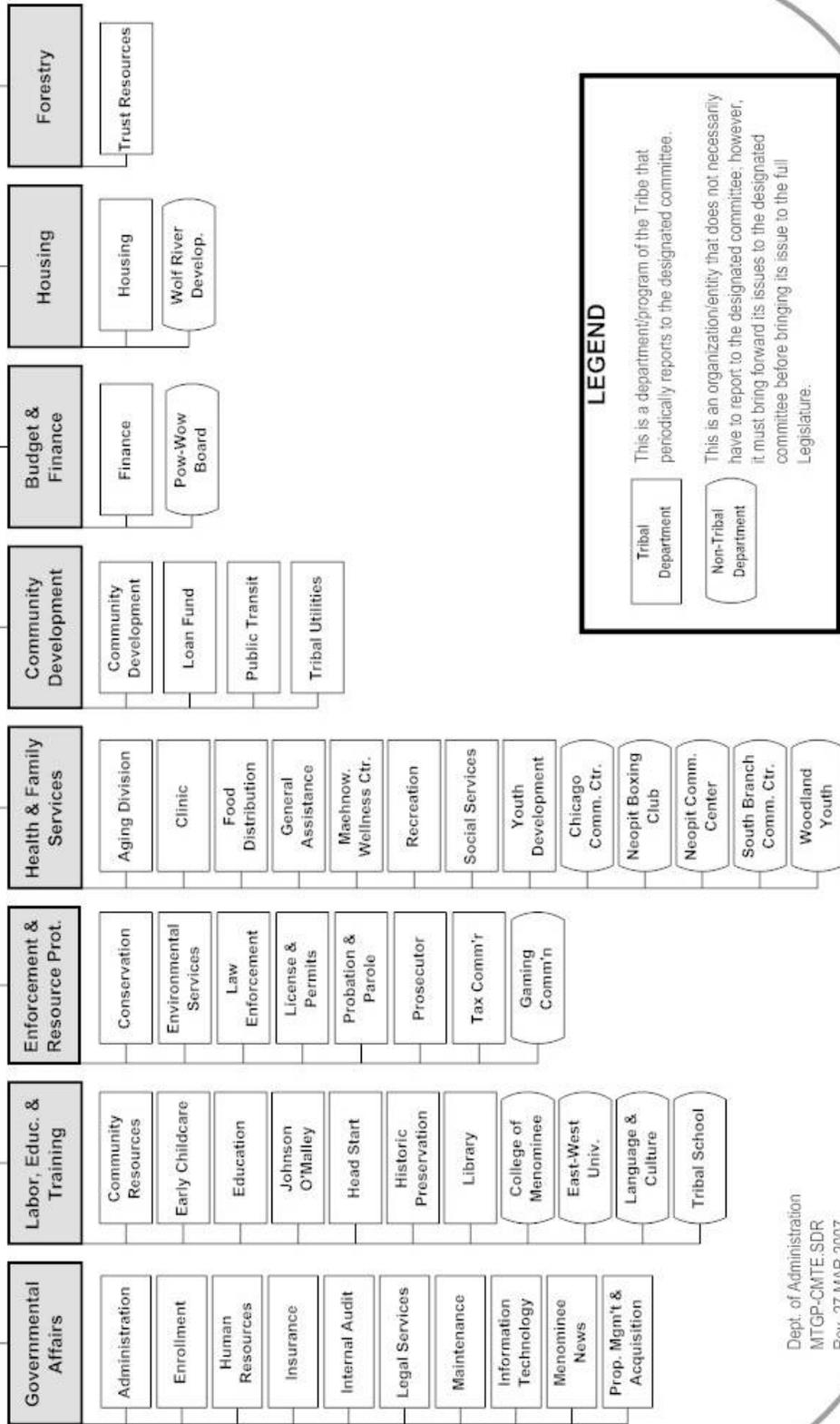
# Committee Flowchart

## MITW-Committee Flowchart

Adopted Under the Tribal Government Plan (Ord. No. 95-04)



Menominee Tribal Legislature

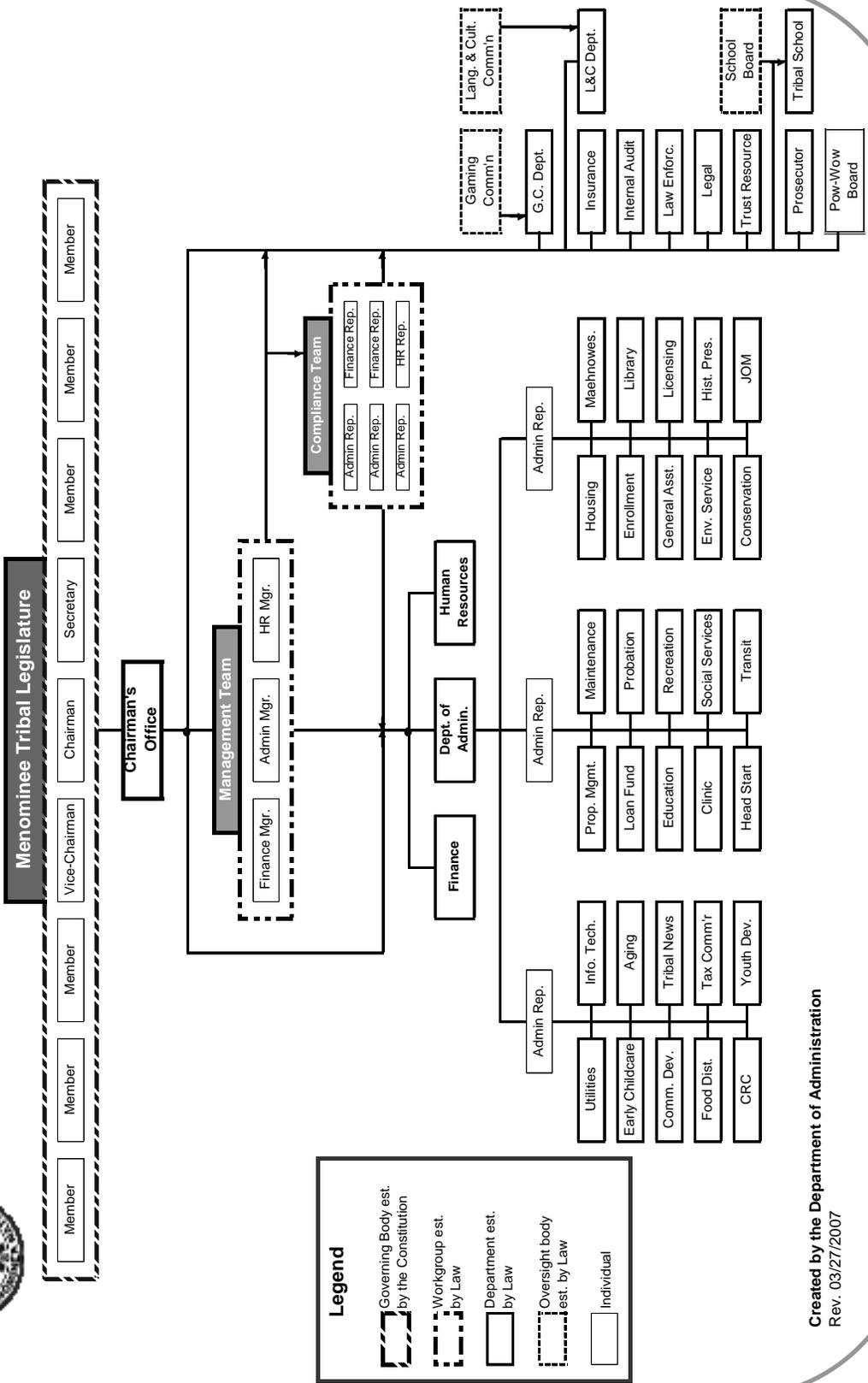


Dept. of Administration  
MITGP-CMTE.SDR  
Rev. 27 MAR 2007

# Administrative Flow Chart

## MITW-Administrative Flowchart

Established Pursuant to the Government Plan (MITW Ordinance No. 95-04)



Created by the Department of Administration  
Rev. 03/27/2007





# *Omaeqnomenewak*

## Mission

The mission of the Omaeqnomenewak (People of the Wild Rice) is to promote, protect, and preserve our rights, resources, and culture by utilizing responsible leadership and judicious exercise of our sovereign powers.

## Vision

We envision the Omaeqnomenewak (People of the Wild Rice) as a strong, healthy, and proud nation living in accordance with its culture and beliefs, and possessing the resources necessary to be successful in achieving our goals.

## Value

As Omaeqnomenewak (People of the Wild Rice), we value our children, elders and each other, preserving our language, tradition, history and culture

*People of the Wild Rice*

