The Wichita and Affiliated Tribes

Amber Silverhorn-Wolfe
President

Tasha R. Mousseau
Vice President

Vanessa Vance
Treasurer

Starr Chavez
Secretary

Tribal Administration
P.O. Box 729 ·Anadarko, OK 73005
Telephone (405) 247.2425 Fax (405) 247.2430
www.wichitatribe.com

Tiffany Lonewolf
Committee Member

Vacant
Committee Member

Vacant
Committee Member

September 5, 2024

Wichita Tribal Citizens

Wichita and Affiliated Tribes

RE: WEC 45-day Update

The newly elected Wichita Executive Committee (WEC), would like to provide a 45-day update to all Wichita Tribal Citizens. Effective July 20, 2024, the following people were elected into office:

- Amber Silverhorn-Wolfe, **President**
- Tasha R. Mousseau, **Vice-President**
- Vanessa Vance, **Treasurer**
- Starr Chavez, **Secretary**

Unfortunately, there was no transition or succession plan in place for the incoming WEC. We were left with minimal information and a disorganized administration. Although some of the previous WEC Members did volunteer to assist, it was clear they had limited knowledge on the full scope of projects, contracts, or processes that were in place.

Having a transition plan in place, would have given us a better idea on the status of current programs, projects, location of documents, and the current processes used to conduct day to day business. Our beginning weeks were comprised of attempting to research and physically locate files/documents that were either improperly filed or concealed

Effective succession planning would have reduced the risk of disruption on projects, ensured continuity for key roles, and kept operations moving forward. Effective succession planning gives a roadmap to follow as the organization grows and people move into different positions. Many tribal staff have not been able to grow in their roles or allowed to operate without close supervision. A majority of approval to meet goals and objectives were coming from the previous President. This form of leadership has inhibited Directors, Administrators, Board Members, and overall staffs' efficiency on learning their position descriptions.

The Wichita Tribe has several open contracts, pending contracts, grants, budgets, open bank accounts, loan agreements, promises to pay, grant matches, payment processes for various key projects, login credentials for the various federal grants, etc. All of which, we had to update to reflect new leadership. Almost all required the previous President to sign over, which she failed to do prior to departure. Creating a work around to complete these tasks was a longer process that impeded continual progression of each component.

To date, resolutions, agendas, and minutes are missing, misnumbered, and some are unable to be located. We have been given multiple locations of where these documents are stored. These locations include in desks, in different file cabinets, in boxes, in closets, on different computers, portable hard drives, and uploaded to purchased software that we just gained access to.

The Tribe is in dire financial straits. The casino distribution has dramatically declined and we are working to identify why and what solutions will increase our revenue. Several contracts and grants have been signed and approved by the previous administration, however; we have been unable to determine where those payments will come from.

TRIBAL DISTRIBUTIONS

Distributions Received from Sugar Creek Casino				
	FY2024	**FY2023**	**FY2022**	**FY2021**
October	-	434,357.90	446,082.27	40,928.20
November	-	-	369,906.84	196,463.53
December	173,800.13	428,713.87	397,584.49	280,472.08
January	46,563.61	221,948.02	161,941.22	519,310.79
February	111,392.64	90,797.47	432,038.89	-
March	261,606.33	700,815.26	703,620.07	494,360.90
April	157,287.06	343,663.59	347,834.19	620,865.17
May	153,560.23	84,968.32	279,387.12	852,169.86
June	5,675.54	102,788.61	278,101.82	1,903,011.81
July	-	-	298,516.52	708,380.72
August	-	211,682.21	448,912.94	304,665.37
September	-	189,226.17	236,980.82	474,214.43
Total Distributions Rcvd	**909,885.54**	**2,808,961.42**	**4,400,907.19**	**6,394,842.86**
Avg Monthly Distribution	**101,098.39**	**234,080.12**	**366,742.27**	**532,903.57**

**CELLS WITH NO DATA REFLECT MONTHS WE DID NOT RECEIVE A DISTRIBUTION FROM THE CASINO.*

FORWARD PROGRESS

We are prioritizing the needs of our employees, the various commissions, tribal entities and our tribal citizens under the Wichita and Affiliated Tribes. The list is not an exhaustive list of all the progress made to date.

- Updated signatories on all 22 bank accounts across 4 bank accounts.
- Gained access to various software throughout the Tribe to keep operations flowing.
- August 23, 2024 – Issued 60-day Notice of Termination to Hobbs, Strauss, Dean, and Walker.
- Met with 29 of our Administrators and Directors to discuss program needs, assess current working processes, follow up on critical matters that impact funding, and work to develop centralized locations for grant documents.
- Sugar Creek Hotel Project – Identifying contractual terms and ensuring payments are processed in a timely fashion to all entities.
- Approved renovations at the Sugar Creek Inn and Suites.
- Arvest Bank – Identified the hotel contract and provided the information to our accounting firm.
- Identified multiple Grant Projects needing urgent attention.
- Signed Fee-to-Trust agreement for a parcel of land located East of the Rock Spring Cemetery, containing 119.47 acres.
- Restructuring the Organizational Chart of the administrative staff of the Tribe.

- Re-implemented the Tribal Administrator Position.
- Gave authority back to positions and boards, so that they can function without bottlenecking processes.
- President Silverhorn-Wolfe and Treasurer Vance attended the Oklahoma Indian Gaming Association (OIGA) 2024 Conference in Oklahoma City from 8/12/24-8/14/24.
- Passed 25 Resolutions in order to continue operations.
- Met with 6 of our Boards to discuss needs, assess current state of affairs, follow up on critical matters that impact funding, and work to develop centralized locations for documents such as ordinances, bylaws, etc.
- Discussed grant oversight and compliance positions needed for the 90 grants we currently manage.
- Attended the U.S. Department of Education's Tribal Consultation on the comprehensive implementation of Executive Order 14112 (EO).
- Attended the Tribal Consultation for HUBZone Program Updates and Clarifications and Potential Reforms Under Executive Order 14112 with the Small Business Association (SBA).

Although, our tribal affairs were left in a chaotic state, we are invested in creating a strategic action plan to organize what has been handed to us. As your newly elected tribal leaders our mission is to be good stewards of tribal assets for the Wichita Tribal Citizens. We plan to hold a quarterly general council meeting beginning on November 9, 2024

The following information is related to compensation for previous and current WEC Members.

WEC COMPENSATION

MEETINGS AND FEES

We hold weekly public meetings on Wednesday evenings and Saturday mornings. Meetings generally last 4-5 hours on Wednesdays and 4-6 hours on Saturdays. Fees are paid at $350.00 per meeting per the approved resolution, WT-24-197. Please keep in mind the fee is in place for work conducted in the meetings as well as the outside work WEC Members put into their positions. There are countless hours the WEC Members spend preparing for meetings including research to make informed decisions that impact the future of our Tribe. It appears the past administration handed off many of these tasks, as well as the drafting of resolutions to the tribal attorneys and consultants. This method saves time, but it can also be very costly. As mentioned, our Tribe does not have the funds to take on extra expenses at this time.

At this time, we have been unable to identify why salaries for select WEC Members were approved and what duties they were performing to receive additional compensation. The current WEC has come to a consensus, we will not be paying individual salaries to WEC Members at this time. If at any point we see the need to revisit salary options, we will bring these decisions to the Supreme Governing Body of the Wichita and Affiliated Tribes (tribal citizens 18 years of age or older.)

SALARY/WAGES

The estimated hourly salary/wages is calculated by taking the annual amount and dividing by 2080. To convert to a basic hourly rate, based on 40 hours per work week and 52 weeks a year, a full-time employee will work 2,080 hours per year.

This is only an estimation. We do not know why some salaries were lower or higher, approved or allowed to continue on after their justifications. We have been given these numbers from the financial accounting service Finley & Cook.

FORMER PRESIDENT TERRI PARTON

2021 to 2024: $729,766

President	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$48.43/hr.	$100,730	$67.99/hr.	$141,411	$87.60/hr.	$182,218	$85.65/hr.	$178,157
Meeting Fees	96 Mtgs	$33,600	97 Mtgs	$33,900	96 Mtgs	$33,600	75 Mtgs	$26,150
Totals		**$134,330**		**$175,311**		**$215,818**		**$204,307**

During the last administration, the prior WEC appointed the President as the ***Acting*** **Chief Operations Officer (COO)**. This appointment raised the President's salary to $75.00/hour from $52.88/hour. In the last year, the WEC increased the President's salary to $77.25/hour through a COLA increase.

The current COO was hired February 27, 2023. Although, the President was no longer Acting as the COO, her salary was never decreased.

Prior to her exit, President Parton, through the WEC, approved a resolution that allowed for long-term employees accrued vacation and sick leave to be paid out in a lump sum. This allowed for the previous President to cash out $17,922 upon her departure. The President's salary is paid from ARPA funds and Indirect Costs.

Currently, President Silverhorn-Wolfe has reduced her salary to the initially approved amount of $52.88/hr. or (109,990.40/annually). She is currently working Monday through Friday. Outside of meetings, the President works a minimum of 12-14 hours per day, equating to 60-70 hours a week.

FORMER VICE PRESIDENT JARROD PRINCE

2021 to 2024: $169,613.36

Vice President Prince received a salary of $51.50 while *temporarily* performing the duties of the COO during FY23 as documented per the last personnel action form on file.

Vice President	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$474.94	$474.94	$583.78	$583.78	$22.34/hr.	$46,471	$578.91	$578.91
Meeting Fees	95 Mtgs	$33,162	92 Mtgs	$32,192	93 Mtgs	$32,400	68 Mtgs	$23,750
Totals		**$33,637**		**$32,776**		**$78,871**		**$24,328.91**

Currently, Vice President Mousseau accepts meeting fees, which have a previously approved rate of $350.00 per meeting. No hourly wage or salary has been approved for this position. M-F, outside of meetings, the Vice President works a minimum of 4-5 hours per day on issues related to the Wichita Tribal government, equating to 20-25 hours a week.

FORMER SECRETARY MYLES STEPHENSON JR.

2021 to 2024: $116,525.97

Secretary Stephenson did not receive compensation outside of meeting fees.

Secretary	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$396	$396	$498	$498	$622	$622	$709	$709
Meeting Fees	88 Mtgs	$30,901	92 Mtgs	$32,100	93 Mtgs	$32,700	53 Mtgs	$18,600
Totals		**$31,297**		**$32,598**		**$32,322**		**$19,309**

Currently, Secretary Chavez accepts meeting fees, which have a previously approved rate of $350.00 per meeting. No hourly wage or salary has been approved for this position. M-F, outside of meetings, the Secretary works a minimum of 4-5 hours per day on issues related to the Wichita Tribal government, equating to 20-25 hours a week.

FORMER TREASURER CLAUDIA SPYBUCK

2021 to 2024: $400,640.25

Treasurer Spybuck received a salary of $51.50/hr. although this is not a full-time paid position and is documented per the last personnel action form on file. She was paid for a full 40 hours a week on salary.

Treasurer	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$11,029	$11,029	$40.02/hr.	$83,260	$52.35/hr.	$108,881	$34.87/hr.	$72,520
Meeting Fees	96 Mtgs	$33,600	93 Mtgs	$34,800	89 Mtgs	$31,200	72 Mtgs	$25,350
Totals		**$44,629**		**$118,060**		**$140,081**		**$19,309**

Currently, Treasurer Vance accepts meeting fees, which have a previously approved rate of $350.00 per meeting. No hourly wage or salary has been approved for this position. M-F, outside of meetings, the Treasurer works a minimum of 5-7 hours per day on issues related to the Wichita Tribal government, equating to 25-35 hours a week.

FORMER COMMITTEE MEMBER DR. GAGE BOARDINGHAM

2021 to 2024: $429,080.61

Committee Member Dr. Gage Boardingham received a salary of $51.50/hr. although this is not a full-time paid position and is documented per the last personnel action form on file. He was paid for a full 40 hours a week on salary.Effective 07/20/2024, Committee Member Boardingham resigned from all positions within the Wichita and Affiliated Tribes including the Wichita Tribe Industrial Development Commission (WTIDC) and the Wichita Health Board.

EC Member	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$2,437	$2437	$43.92/hr.	$91,355	$54.42/hr.	$113,200	$46.99/hr.	$97,739
Meeting Fees	95 Mtgs	$33,300	95 Mtgs	$33,300	95 Mtgs	$33,300	70 Mtgs	$24,450
Totals		**$35,737**		**$124,655**		**$146,500**		**$122,189**

Currently, this position is vacant and will be filled with election run-offs.

Former Committee Member Shirley Davilla

2021 to 2024: $100,618.30

The late Shirley Davilla, served as a Committee Member, and although there was a personnel action form with an hourly wage of $28.92/hr. no additional wages, outside of meeting fees, were identified outside of FY24.

EC Member	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$467	$467	$590	$590	$622	$622	$13.76/hr.	$13.76
Meeting Fees	91 Mtgs	$31,725	95 Mtgs	$33,300	93 Mtgs	$32,700	3 Mtgs	$1,200
Totals		**$32,192**		**$33,890**		**$33,322**		**$1,213.76**

Currently, this position is vacant and will be filled with election run-offs.

HOLDOVER COMMITTEE MEMBER TIFFANY LONEWOLF

2021 to 2024: $111,281.66

Committee Member Tiffany Lonewolf only received compensation for meeting fees.

EC Member	FY 2021	Annual	FY2022	Annual	FY 2023	Annual	FY 2024	Annual
Salary/Wages	$199	$199	$489	$489	$621	$622	$572	$572
Meeting Fees	72 Mtgs	$25,200	84 Mtgs	$29,400	93 Mtgs	$32,400	64 Mtgs	$22,400
Totals		**$25,399**		**$29,889**		**$33,021**		**$22,972**

Committee Member Lonewolf is the holdover position until run-off elections September 14, 2024. M-F outside of meetings, Committee Member Lonewolf works a minimum of 4-5 hours per day on issues related to the Wichita Tribal government, equating to 20-25 hours a week.