

IV. 1.

**Office of the Ogema
Little River Band of Ottawa Indians
2608 Government Center Drive
Manistee MI 49660**

Aanii piish epidek: To: Little River Band of Ottawa Indians Tribal Council
Binjibidek: From: Larry B. Romanelli, Tribal Ogema *LBR*
Naangwa: Date: May 12, 2026
Maanda Nji: Re: April Operations Report

We respectfully submit the april 2026 Operations Report for acceptance by the Tribal Council.

If you should have any questions regarding this submission, please feel free to contact my office. Thank you.

Larry B. Romanelli

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**Little River Band of Ottawa Indians
Departmental Monthly Reports
April, 2026**

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**Accounting
Vacant CFO**

Finance Division

Cindy Dunham-Tozer, Controller

April 2026 Department Report

I. Department Overview

a. **Mission Statement:** To provide accurate, reliable, and timely financial data, while maintaining appropriate internal controls that will ensure the financial integrity of tribal programs in compliance with the requirements of all funding sources and generally accepted accounting principles and applicable regulations as well as protecting the assets of the Tribe.

b. **2026 Objectives:** Continue to improve accounting systems and processes, as well as hire replacements for vacant positions.

Finance/Accounting Management:

1. Timely analysis of the Revenue Allocation Plan and distribution of Per Capita payments.
2. Investment management.
3. Continued improvement in financial reporting to the Tribe.
4. Analysis of the 2026 budget comparing actual results with the Revenue Allocation Plan and Casino Resort results.

Goal: Improve quality, timeliness, and accuracy of all financial reporting to all levels of the tribal government.

Objectives:

1. Improve the financial analysis that is performed in the Accounting Department to ensure that all financial information reported is accurate and in accordance with the appropriate internal and external accounting procedures and regulations.
2. Refine year-end closing processes, which will include the preparation of the Schedule of Federal Financial Assistance and all other information needed for audit preparation.
3. Prepare all grant financial reports according to federal guidelines within the time frame identified by the federal agency.
4. Improve the quality of general ledger reports to have descriptions placed more consistently and with clear information.
5. Complete work to bring indirect cost proposals within regulatory guidelines and timelines. We received final approval from the Interior Business Center for our Indirect Cost Rates for all years through 2021. Tribal Council approved an agreement with Rehmann Robson for them to provide services to complete the 2022-2025 IDC proposals.
6. Review options for reconfiguring responsibilities within the accounting department, increase efficiency and develop skills of staff members.

7. Upgrade Accounting software to achieve more efficiencies in processing all types of accounting transactions and assisting departments with monitoring their financial information.
8. Bring Accounting Department back to full staffing level of 13 employees.
9. Working on all comments on the FY 2024 audit to ensure their narratives of suggestions are being implemented.
10. Starting work on the FY 2025 audit by reconciling all balance sheet accounts to the underlying detail.

II. Department Reporting Section

AUDIT 2024

Working on all comments on the FY 2024 audit to ensure their narratives of suggestions are being implemented.
 Started work on the FY 2025 audit to ensure timeliness of the audit.

Staff Accountant I

Duties and Activities –

271 Cash Receipts entered
 6 Bank Deposits processed
 18 Journal Vouchers Created/Entered
 64 Journal Vouchers Reviewed, Approved, and Posted
 30 A/P Check batches Reviewed and Approved for processing
 21 PO Liquidations Reviewed, Approved, and Posted
 9 Positive Pay Reports Uploaded to PNC for check runs
 2 Returned 1099s received
 0 Returned 1099s remailed to updated addresses
 8 1099s reprinted mailed for members
 17 Requests from Family Services processed (13 Gas Cards, 6 Meijer Cards & 16 Bus Pass Pkts.)
 2 Requests from Members Assistance processed (18 Visa Cards for food)
 5 Requests from Ba Da Bein processed (10 Gas, 7 Meijer, 0 Visa Cards and 8 Bus Pass Pkts.)
 1 Requests from Ba Da Bin Mental health processed (1 Gas Card)
 4 Requests from Family Spirit processed (1 Visa Cards, 12 Meijer Cards)
 1 Received and logged 39 Victim Services Cards (10 Gas Cards, 39 Visa Cards)

Special Tasks, Meetings Held or Attended –

4/2 Zoom meeting with Jonathan Aguilar & Accounting regarding One Drive
 4/23 Monthly Staff Meeting
 Continued with catchup work from 2025
 Preparing for Audit

Staff Accountant II

Duties and Activities –

187 Journal Vouchers created/Entered

- 34 A/P Check batches Reviewed and Approved for processing
- 15 Bank Reconciliations
- 4 Journal Vouchers Posted
- Completed portions of the monthly FS November

Special Tasks, Meetings Held or Attended –

Reconciling Audit TB from 2024 to MIP
 Worked on Tribal Support for Funds for 2025
 Reconciling gaming deposits to Casino FS in MIP for 2025
 Reconciliation of Utilities Account balances to MIP for Audit

Payroll

Duties and Activities –

- 415 Payroll vouchers/checks processed
- 17 PAF's verified
- 2 Payrolls processed
- 2 Federal tax deposits made
- 1 Local tax payments made
- 2 State tax payments made
- 6 Per cap checks issued for returned direct deposits
- 4 Per cap check reissued
- 5 Per cap checks remailed after receiving address update

Special Tasks, Meetings Held or Attended –

- 4/2 One Drive issues meeting with Arctic IT
- 4/7 Payroll /HR bi-weekly meeting
- 4/15 Employer/TPA Seminar on Activation and Wage Reporting with UIA webinar
- 4/21 Payroll /HR bi-weekly meeting
- 4/23 Mandatory staff meeting4/23 Mandatory staff meeting

Accounts Payable

Duties and Activities –

- 769 Invoices, purchase orders and check requests entered
- 1270 Total invoices processed through A/P
- 36 Problems with information for check requests & invoices for PO's
- 712 Checks written, scanned & mailed
- 289 Checks printed for Clinic
- 4 Checks voided or spoiled
- 21 PO's liquidated, canceled and scanned
- 45 Check requests written
- 273 Checks logged in CR Log
- 26 Address and name changes
- 36 Court ordered garnishments scanned

400 Revenue & Expense Reports emailed
 1 Requisitions written
 38 Journal entries scanned
 20 Tasks for Staff Accountants
 43 Pharmacy Cardinal invoices paid
 68 Per Cap Checks written and mailed

Special Tasks, Meetings Held or Attended –

4/23/2026 Employee Meeting at Casino

Purchasing, Mail, and Travel

Duties and Activities –

217 Number of purchase orders entered into the accounting system
 5 Number of contracts processed
 \$326.96 Total savings from research and price negotiations
 6 Number of Tax Exemption Certificates generated for purchases
 4 Number of purchase order cancellations
 4 Number of requisitions rejected
 0 Number of out of compliance purchases
 0 Number of new accounts
 6 Number of renaming or merging of vendor id's
 16 Number of W-9's processed
 0 Number of Native American Preference Certificates issued
 \$3,602.94 Total postage used
 7 Number of certified mailings
 6 Number of bulk mailings
 36 Number of travel arrangements made
 9 Number of registrations completed
 5 Number of Flights booked
 2 Number of Tax Exemption Certificates generated for lodging
 23 Number of Travel Closeouts completed

Purchasing, Travel, and Mail Manager Activity–

4/13-14th Proofed Procurement Regulation passed by resolution on 4/26 for errors.
 4/14 Written 60-day termination notice and sent to Republic Services with intent to issue an RFP to ensure the Tribe receives the best value for services.
 4/14 Setup templates for accounting monthly staff reports for fiscal 2026.
 4/16 Intro meeting with the Tribe's new account representative from Amazon. Set up correct account for all staff with access to small, minority-owned, veteran and women owned businesses.
 4/23 Attended meeting to review purchasing regulations on 4/26 and sets to take going forward.
 4/23 Worked on updating purchasing policies and procedures.
 4/23 Attended safety meeting.
 Created ranking sheet for painting RFP based in rankings included in RFP and forwarded to Housing.

Processed request for painting RFP and reached out to potential vendors to ensure there are an adequate number of proposals.
Sought bids for portable oxygen services for clinic.

Special Tasks, Meetings Held or Attended –

- 4/16 Meeting with Amazon Representative
- 4/23 Attended mandatory staff safety meeting.
- 4/23 Attended meeting to review purchasing regulations on 4/26 and sets to take going forward.

Receiving

Duties and Activities –

- 375 Packages received
- 171 Receiving reports
- 3 Items sent out for credit
- 65 FedEx packages processed for shipment FedEx for mail clerk

Special Tasks, Meetings Held or Attended –

- Daily Mail and order deliveries
- Shredding of old files

Budget Coordinator

Duties and Activities

- 19 Agenda items prepared for Tribal Council Meetings
- 8 Budget modifications
- 22 Prepared and submitted draw downs
- 9 Prepared and submitted financial status reports to agencies
- 7 Prepared journal entries for grant and department compliance
- 13 Calculated and completed indirect costs through January 31, 2026
- Training budget/grants assistant on draw downs

Special Tasks, Meetings Held or Attended –

- 4/1 Tribal Council Meeting
- 4/23 Mandatory staff meeting
- 4/27 Agenda Review
- 4/27 Elder Meal grant overview with HHS
- 4/28 Child Care grant monthly meeting with HHS
- 4/28 ARPA submission overview with Treasury
- 4/29 Tribal Council Meeting

Commerce Department
Jim Wabindato

Department of Commerce Monthly Report –April 2026

Commerce Department Overview (Function and Goals)

The Department of Commerce was established to promote the diversification of the Tribal economy, provide assistance to Tribal members in the areas of business development and job training, as well as to establish a comprehensive recording system for commercial transactions, plus real and personal property. Planning and Roads were part of the Commerce Department before and have returned in 2026.

The goals for 2026 include most importantly to continue the evolution of the Department and staff it in such a way as to meet the needs of the Band, its tribal citizens, and our communities. More specific goals will be included once more clearly defined and the 2026 budget is firmly established.

Staff

Jim Wabindato, Director

Melvin Rogers, Workforce Development

Madison Richardson, BIA Roads/Transportation Planning

(BIA Roads/Transportation Planning Report submitted separately)

Commerce Department (General and Administrative)

Projects, Tasks, and Activities Update

- Near ready to post for a GIS Specialist; activity is stalled while awaiting the FY26 budget resolution; GIS support is being solicited from Tribal GIS, a national organization, to help the Band assess its current resources and plan for Tribal-wide deployment in late 26 and into 2027;
- Continuing to conduct policy research to assist the Band to review, update, add to existing laws and regulations related to economic activity;
- Set goal for Q2 of 2026 to collaborate with executive and department directors to identify data and data management needs for program administration and policy development;
- Q2 and Q3 will also see Commerce work with the Office of the Ogema and Tribal Council to implement a Tribal Census;
- Centralizing data collaboration will consume much of 2026
 - Limited enrollment data has been received.

Meetings, Conferences, and Trainings

- Conversation's with Commerce Meeting (4/14): Discussed GIS mapping, postponed Walipini conversation to May due to speaker being sidelined due to extreme weather event; registration was 14 with 3 attendees;
- Spring Membership Meeting (4/11)
- Summer Youth Camp Programming (4/2, 4/29); Tribal GIS (4/7, and 4/10); Manistee County Intergovernmental meeting (4/16); All Staff meeting (4/23).

Challenges and Known Issues

Collaborative data collection and availability is being built as trust is developed between Departments; will continue to work on facilitating a strategy for Commerce, Executive Departments, and the Band.

Workforce Development (WFD)

Projects, Tasks, and Activities Update

- Update of Program guidance and develop SOPs for WFD program
 - Final Guidelines approved by Leadership
 - Updating the Workforce Development Program application.
 - WFD Program application as a fillable form has been completed, added certain demographics and skills survey
 - Draft component program applications have been completed in static form and under discussion with Commerce Director.
 - Outreach materials being developed.
- No client applications; \$0 in funds dispersed in April

Meetings, Conferences, and Trainings

- Information Table for Spring meeting (4/11)
- Meeting with Ogema for final approval of WFD guidelines (4/22)
- Information briefing to Tribal Manager and Leads regarding AWE (4/28).

Challenges and Known Issues -

- Tribal members applicants of WFD programs primarily seek Career Assistance Voucher.
- Client applicant information on required forms is inconsistent
 - Staff attempt to make regular client contact, but results vary greatly; Only 1 applicant has responded to requests for additional information since October.
- Low awareness of the WFD program within the tribal community (measured by survey)
 - Program outreach plan designed and being implemented over the next 6 months.
 - Some awareness progress was made at Spring Member's meeting.
- Current perception is that the WFD Program's purpose is to provide tribal employment on demand, and that the WFD program is involved in the Government hiring.
 - Outreach resources will clarify that the WFD programs provide workplace skills and the ability to take advantage of employment opportunities; Does not create employment opportunities, nor does it play a role in tribal hiring.

Program Activity (at a glance)

Current Month (April) NO CHANGE

Program	New Apps	App Amount	Cases Closed	Amount Sent	BIA Svc Area (4-County)	Rest 9-County Svc Area (other 5)	Outlying Service Area
Childcare Voucher	N/A						
Career Assistance	1	\$200	0	\$0	1	0	0
Adult Work Experience	N/A						
Vocational Training	N/A						
Development and Training	N/A						
Youth Work Experience	N/A						
Academic Internship	N/A						
Professional Internship	N/A						
Employee Development	0	\$0	0	\$0	0	0	0

Year to Date (2026)

Program	Apps	App Amount	Cases Closed	Amount Sent	BIA Svc Area (4-County)	Rest 9-County Svc Area (other 5)	Outlying Service Area
Childcare Voucher	N/A						
Career Assistance	5	\$1,000	2	\$400	3	1	1
Adult Work Experience	N/A						
Vocational Training	N/A						
Development and Training	N/A						
Youth Work Experience	N/A						
Academic Internship	N/A						
Professional Internship	N/A						
Employee Development	1	\$500	0	\$0	1	0	0
Total	6	\$1,500	2	\$400	4	1	1

Tribal Enterprises (including LRH)

Projects, Tasks, and Activities Update

- Provided Certificate of Good Standing for Little River Government Contracting, LLC.

Meetings, Conferences, and Trainings

- No substantial activities to report.

Challenges and Known Issues

- LRH is emerging from significant staff changes, which has limited engagement between LRH and Commerce.

Small Business Enterprise (Tribal Citizen Business)

Projects, Tasks, and Activities Update

- Reviewing and drafting policy brief and also laying out strategy for comprehensive legislative updates addressing community and economic development.
- Implementation plan has been set to accomplish development responsibilities during 2026 Q2; developing and adopting the laws will take the rest of 2026 and into 2027.

Meetings, Conferences, and Trainings

- Tribal Ag meetings (4/9, 4/16).

Challenges and Known Issues

A lack of strong corporate laws and coordinated supporting tribal laws needs a deeper policy analysis to present to elected leadership. Based on feedback from leadership and citizens, Commerce recommends updates to tribal laws and regulations.

Tribal Recording System

Projects, Tasks, and Activities Update

- Discussions are paused with Executive Legal, Historic Preservation, BIA Roads, and Natural Resources to begin to coordinate record keeping for the Band.

Meetings, Conferences, and Trainings

No substantial activities to report.

Challenges and Known Issues

An inconsistent and disparate set of records management and storage policies makes tracking down Band records difficult, including . A fresh set of Commerce and WFD records were found at the end of February but are yet to be processed.

Education
Yvonne Parsons

Education Department Monthly Report, April, 2026

Department Overview:

Education Programs Coordinator, Yvonne Parsons

Education Office Assistant, Debra Davis

Department Reporting Section:

- **Student Services:** This month 3 students received school clothing/activities funds totaling \$1500. 3 students received assistance through the 12th Grade Computer program totaling \$3000.
- **College Book Stipend:** 4 students received College Book Stipend funding in April, totaling \$1800 with 3 students enrolled in 4-8 credits, and 1 enrolled in 9 or more credits
- **Higher Education Scholarship:** 1 student received Higher Education Scholarship assistance, totaling \$3500. 1 female community college student.
- **Vocational Assistance:** 1 student received vocational assistance totaling \$4000

Meetings and Miscellaneous:

During this month we held our first monthly activity at Aki Madiziwin on April 29, from 5 – 7, 23 people attended. We have been working on a June 24 youth activity in conjunction with Food Distribution summer program.

April 11: Spring Membership Meeting

April 23: Staff Meeting

April 27: Director Meeting

Budget Justification:

Activities performed and services rendered fall within the fiscal 2026 budget

Elders Meal Program
Janeen Cadden

Elder April Report



Homebound and delivered meal attendances are as follows:

Aki Congregate Meals	Homebound
175	3
Ellis Building Congregate Meals	Grab and Go/Delivery
0	17

Bingo At Aki	Bingo At Ellis
11	0
Activities At Aki	Activity at Ellis
0	0

The Elder Meals for the Muskegon Elders and Bingo were cancelled due to the sudden loss of a staff member. However, the Elders in Muskegon will have Bingo and a meal in May. They enjoy their meals and Bingo at the Ellis Building 2nd Floor.

Delivery was stopped on April 2, 2026, due to funding and loss of staff. However, homebound Tribal Members are continuing to get their food delivered. Grab and Go meals are also still available.

The Family Services Department was unsure if they would receive the funding needed to continue the Elder meals and supportive services. We finally received the Title VI No Cost Extension on April 13, 2026, and the Notice of Award on April 6, 2026. With this funding now awarded the Family Services Department Director is moving forward to hiring staff, working on regulations, and reporting requirements. The Executive Leads, Michelle Pepara (Housing), Tribal Manager, and Tribal Managers Executive Assistant have been instrumental in assisting the FS Director with the support necessary to continue this valuable service.

Enrollment
Diane Lonn

ENROLLMENT DEPARTMENT REPORT

April 2026

Diane A. Lonn, Enrollment Director

Jessika Moore, Enrollment Assistant

Department Goals

To assist all Tribal Members, as needed in terms of address changes, bereavement forms, new applications, per cap information, helping the individuals search for documents, directing the to the appropriate departments for help, assisting in creating new Tribal ID's, Direct Deposit, check cancellations, calling Tribal Members with information missing, working on request lists for the upcoming Elections and performing any other duties that make the department run smoothly. To continue to update the Per cap database and Tribal Members Data Base.

To continue to address the needs of the Tribe by assisting in gathering data for the various departments, by continuous verifications of Tribal Members for departments and helping with any other concerns the department have.

Department Objectives are:

- Continuing to critique the different processes in place in the Enrollment Department.
- To continue to complete new applications in a timely manner.
- Enter new addresses.
- Create new Tribal I.D.s
- Enter new information into Tribal members data bases.
- Enter and update direct deposits and check cancellation information into the data base.
- Processing CDIB's
- Verifying information: Natural Resources, Education; Health Clinic; Family Services; Casino
- Doing preference status for descendants and spouses 4
- Sending out information on members to DHS and low-income housing complexes.
- Had three meetings (Directors, Enrollment Meeting, Staff Meeting)
- Working with Accounting on Tribal Members who have undeliverable addresses
- Call Tribal Members to let them know they have returned checks or 1099s

Duties Performed

- Created 84 New or replaced Tribal I.D.s from 04/01/2026 through 04/30/2026.
- 118 Address changes from 04/01/2026 through 04/30/2026.
- Final rejection letters 4
- Final acceptance letters 2
- Final disenrollment certificates 0
- Provisional Rejection letters 4
- Provisional acceptance letters 3
- Notice of blood quantum reduction letters 0
- Notice of disenrollment 0
- Notice of relinquishment 0

- Notice of decision on appeal 0
- Appeal hearing notices 0
- Extended appeal hearing notices 0
- Notice of blood quantum increase 0
- Reinstatement notices 0
- Notice of blood quantum determinations 0
- Notice of mistake of fact investigation 0
- Notice of blood quantum breakdown change 0
- Denial of blood quantum increase 0
- Denial letter 0
- 2 Applications received as of 04/30/2026
- List request of Membership
- Label request of Membership
- Statistical request

Department Verifications

- Clinic 0
- Human Resources 0
- Prosecutors Office 265
- PRC/EHAP 7
- Members Assistance 12
- Utilities 0
- Food Distribution 0
- Casino 2
- Family Services 10
- Tribal Council 0
- Natural Resources 0
- Education 3
- Gaming 0
- Work Force Development 1

Ordering/Correspondence

Enrollment verifications to other tribes 1

Sent out Per Cap Earnings information 63

2 Tuition Waiver Verifications

512 phone calls logged.

Total Tribal Members Living In:

9 County Area 1,573

Outside 9 county 2,259

Inside Michigan 2,534

Outside Michigan 1,298

Undeliverable Addresses 10

Facilities

Rusty Smith

2026 April Maintenance Department Report

Rusty Smith, Maintenance Supervisor

Prepared by De-Ahna Underwood, Maintenance Office Manager

The mission of the Maintenance Department is to provide the best possible service to ensure the health, safety and wellbeing of Tribal Members, employees, visitors, and the community with our available resources.

I. Department Overview

Goals & Objectives

- Keep all mechanical aspects of our facilities in proper working conditions through preventive maintenance practices.
- Maintain the department's budget within LRBOI guidelines.
- Maintain buildings, structures, and grounds.
- To provide and support a safe and clean work environment.

II. Department Reporting Section

During this reporting period, the Maintenance Department successfully managed a broad range of general services, routine support, and corrective maintenance requests, while maintaining a timely response to all emergency maintenance needs.

Work Order Summary for the month of April

- 42 generated
- 3 in progress
- 5 on hold, waiting on parts or coordinating with vendor
- 3 backlogged

III. Budget Expense Justification

- Supplies \$190
- Vehicles & Fuel \$680.00

IV. Travel and Training

- Not applicable

End of Report

Food Distribution Vacant

Food Distribution Program

April 2026 monthly report

Nicole Ward, Melanie Ceplina, and Caitlin Lorenc

1) Department Overviews:

Goals and objectives:

The goal of the Food Distribution Department is to serve income based Tribal households living on and off the reservation.

Providing families with nutritional foods, using the food distribution and program as directed by the USDA, we will obtain our goals by.

Certifying applications for Native American households so they can participate in the program.

Packing and loading nutritional food for clients in a timely and respectful manner.

Provide notification of bonus items for our clients from USDA.

Consistently meet and surpass warehouse inspections so we can keep a clean and safe place for the food for our clients.

Submit all reports in a timely manner to the Ogema, Tribal manager, USDA, and State of Michigan Snap Program.

Households 88

People 157

Pick and packs 10

Recertifications 2

Applications sent 4

New households 2

We currently serve 164 people per month in store shopping (that includes repeat shoppers who come more than once a month)

Filled user roles for the signal program (only 3 employees in the department so cross training for roles)

TweetGarot came on 4-28-26 to fix front freezer found that we need a new motor and fan needed fixed. Still waiting for the alarm system to be installed.

Worked with DHHS and USDA on getting FAP checks done on clients, they understood it was no fault on the Food Distribution Department (Nicole Ward and Melanie Ceplina) due to not having access to important information. We worked with them and created a whole new system, so we are up to date and on time going forward.

We have set up a direct point of contact with me and Melanie for the USDA, FFAVORS, and DHHS so there can be no more delays in vital information needed for the department.

Inventory was done

E-152 was sent to USDA

USDA receipts done

FFAVORS receipts done

Closing dates for next month are set

Working on grant information with the USDA to maintain program and keep it running for time being

USDA truck got put in on time

FFAVORS order got put in on time

Nutrition Department

Held a class in Muskegon on 4-9-26

Held a nutrition luncheon on 4-17-26 at the Manistee office

Held a class on 4-21-26 at the Manistee office

Working on gardening boxes to have ready for class in May

Menu ready for the month of May lunches

As of today, no job posting for the Food Distribution Department has been posted. We are still in need of a supervisor, full-time warehouse person, and a part-time warehouse person. Most of the clients understand that we are extremely understaffed and we are doing our best. We are working with USDA to decide the best course of action going forward with the program.

Upcoming conferences and training:

NAFDPIR Conference -June 21-June 26 (Caitlin will attend in our place and we will be giving her our proxy vote this year due to understaffing)

Regional FDPIR- August 17th-August 21st (This is a mandatory meeting for all staff for the Food Distribution Department) We will be closed for the week of this training.

Food Distribution Department

Nicole Ward-Warehouse assistant

Melanie Ceplina-Program assistant

Catlin Lorenc-Nutrition program coordinator

Family Services

Janeen Codden

Family Services Department

- The Family Services Department continues to progress forward with the implementation of the new software program. Scoping of Intake, Case Managers, Behavioral Health, and Members Assistance are now complete. Service manuals have been created for the above programs and testing has begun with staff for their feedback. A go live date for Intake, Case Managers, Behavioral Health, and Members Assistance will be April 18, 2026, barring any major changes. Family Spirit Program will be next in line to be added to the software.
- The scoping meetings with NewOrg are scheduled once a week on Thursdays, from 9am-11:00am.
 - The order of program scoping is as planned: Family Services Program (Intake/Case Management), Be-Da-Bin (Behavioral Health), Members Assistance, Family Spirit, Elder Meals, and Victim Services Program
- Current vacant positions:
 - Substance Abuse Counselor- Job requisition packet completed sent to HR- not yet posted
 - Mental Health Counselor- Job requisition packet completed sent to HR- not posted yet
 - Peer Recovery Coach – Job requisition packet completed sent to HR – not posted yet
 - Members Assistance Program Specialist- Job has been posted as of 5/5/2026
- On January 7, 2026, Family Services Department received approval from Tribal Council to submit for a Senior Medicare Patrol Program through the Health and Aging Services Administration and the Michigan Department of Health and Human Services. This grant is only for a 6-month period. Family Services is still waiting for approval of our submission from the federal side.
- Quality Initiatives planning continues with the use of Child Care Development Funding (CCDF). The 2nd annual Kids summer camp, tentative date is June 2026 before the Pow Wow. ***Update: Due to the heavy rain that recently fell in the area the June date for the camp may be moved into July. FS Director is waiting for the Spirit of the Woods Board to assess the damage to their lodge and will advise of any changes.***
- Work in Progress: Family Services Department will be working diligently on getting our Family Services page up and running on the LRBOI website by the end of May.

This will help citizens who do check out the Tribe's website to have only one place to look for information. The Department's page will have links to the other programs within Family Services to make navigating and finding the help needed more effective.

- **Monthly supervisions continue for 2026. The monthly supervisions offer the staff and supervisors valuable time to have open lines of communication with each other and trust building opportunities.**
- **Next Monthly Staff Meeting is scheduled for May 18, 2026, at 10:00am-11:00am.**
- **Supervisor meetings continue every other month with the next one scheduled for June 5, 2026. This will bridge the gap between staff meetings for better overall communication, so no one is left uninformed.**
- **Staff Training continues with the most recent training by the Director and staff was the Tribal Self-Governance Conference and the Rural Health Conference. Other trainings attended: Suicide Awareness training for front line staff and ICWA/MIFPA. Tribal State Partnership continues quarterly by attendance of the FS Director and State partners.**
- **The FS Director attended the Manistee Community Partners Meeting with our Community Partners. This meeting is attended by the State Police, Manistee County Sheriff Department, CentraWellness Network, Substance Use organizations, Veteran agencies. This is a great opportunity for collaboration with our external partners in the community.**
- **Program Development continues at a slow pace due to loss of staff in the Family Services Department; however progress continues to move forward as to not cause disruption in services to Members and their families**

Attached are the programs' monthly reports for your review



Maaajtaag Mnobmaadzid
Healthy Start Data Collection System
"A Start of a Healthy Life"



Monthly Site Dashboard Report

Filters

Date Range of Report: Apr 1, 2026 - Apr 30, 2026

Date Report Generated: Apr 30, 2026

Current # of Clients whose enrolled status is "Active" as of the "Date Report Generated" - Apr 30, 2026

Prenatal	Postpartum	Father/Male Caregiver	Other Female Caregiver	Unknown/Missing	Child	Total # In System
2	19	9	2	0	36	68

Number of "Newly Enrolled" Clients between Apr 1, 2026 - Apr 30, 2026

Prenatal	Postpartum	Father/Male Caregiver	Other Female Caregiver	Unknown/Missing	Child	Total New
0	0	0	0	0	1	1

Number of Clients who were "Exited" between Apr 1, 2026 - Apr 30, 2026

Prenatal	Postpartum	Father/Male Caregiver	Other Female Caregiver	Unknown/Missing	Child	Total Exited
0	0	0	0	0	0	0

Client reason for exiting program: "Status of Exit" marked between Apr 1, 2026 - Apr 30, 2026

Completed Program	New Pregnancy	Decline Service/Withdrawal	Moved	Lost to Follow Up	Infant/Child Death	Other	Total
0	0	0	0	0	0	0	0

Total Unique Clients who received at least 1 visit between Apr 1, 2026 - Apr 30, 2026 by type

Prenatal	Postpartum	Father/Male Caregiver	Other Female Caregiver	Unknown/Missing	Child	Total Unique Clients
2	7	2	1	0	9	21

Total Visits between Apr 1, 2026 - Apr 30, 2026 by Staff Person

Name	Total Visits	Form Type
	3	Prenatal Visit/Encounter Form
	8	Postpartum Visit/Encounter Form
	10	Child Visit/Encounter Form
	5	Fathers and Others Visit/Encounter
Grand Total	26	

Number of Visits "By Location of Visit" between Apr 1, 2026 - Apr 30, 2026

Home	Office	Clinic	Hospital	Telephone	Video/Tele-health	Other	Total
18	1	0	0	3	2	2	26

of Visits with a Family Spirit Lesson delivered Apr 1, 2026 - Apr 30, 2026 Total 6 / 26

How many visits have used the Social Support Visit Structure between Apr 1, 2026 - Apr 30, 2026 Total 1 / 26

Forms (Assessments, Enrollment, ect) that do not have a Visit Encounter form for the same date

Client Type	HS Number	Form Screening Date	Form Type	Staff Name
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Forms (In-Progress) that need to be completed

Client Type	HS ID Number	Form Screening Date	Form Type	Staff
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of Referrals Made between Apr 1, 2026 - Apr 30, 2026 Total 0

"OPEN" Referrals - missing whether client received service
 * Located on homepage "Your Outstanding Referrals Tickler"

Total 0

Client Type	HS ID Number	Referral Date	Purpose	Referred To	45 Day Progress Due Date	Date Referral Progress was checked on:	Staff who Created Referral
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of REFERRALS marked "Serviced" on visit encounters with screening dates that occurred between Apr 1, 2026 - Apr 30, 2026

# of Referrals Marked Serviced "Yes"	# of Referrals Marked Serviced "NO"	# of Referrals Marked Serviced "Refused"	# of Referrals Marked Serviced "Don't Know"	# of Referrals "Open"
0	0	0	0	0

Number of "Active" Children by Age in the system during Apr 1, 2026 - Apr 30, 2026

Number of (Birth to 6 month)	Number of (7 months to 11 months)	Number of (12 months to 36 months)	Number of (37 months to 60 months)	Number of 61 + Months	Number of Children (Age Unknown)	Total Number of Children
5	5	8	11	7	0	36

Your Clients in Progress- Home screen table "Missing Enter/Edit Data"

Client Type	HSID	ENTER/EDIT STAFF NAME	FORM INITIATED DATE	LAST Date Modified
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Households with a status of Active who did not have any visits documented during Apr 1, 2026 - Apr 30, 2026

Primary HSID	Associated Client HSID	Client Type	Date of Last Visit
LR22-0029-00		PostPartum Mother	08/11/2025
LR22-0029-00	LR22-0029-01	Infant/Child	08/11/2025
LR22-0029-00	LR22-0029-02	Infant/Child	06/23/2025
LR22-0032-00		PostPartum Mother	02/25/2026
LR22-0032-00	LR22-0032-01	Infant/Child	12/17/2025
LR22-0032-00	LR22-0032-02	Infant/Child	02/25/2026
LR24-0039-00		PostPartum Mother	02/18/2026
LR24-0039-00	LR23-0039-01	Infant/Child	02/18/2026

LR24-0039-00	LR24-0039-02	Infant/Child	10/28/2025
LR24-0042-50		Father	06/20/2025
LR24-0042-50	LR24-0042-00	PostPartum Mother	01/24/2025
LR24-0042-50	LR24-0042-01	Infant/Child	07/12/2024
LR24-0042-50	LR24-0042-02	Infant/Child	
LR24-0042-50	LR24-0042-03	Infant/Child	07/12/2024
LR24-0042-50	LR25-0042-00	PostPartum Mother	07/16/2025
LR24-0044-00		PostPartum Mother	05/12/2025
LR24-0044-00	LR24 0044-01	Infant/Child	09/02/2024
LR24-0044-00	LR24 0044-02	Infant/Child	05/12/2025
LR24-0045-00		PostPartum Mother	05/09/2025
LR24-0045-00	LR24-0045-01	Infant/Child	05/09/2025
LR24-0049-00		PostPartum Mother	03/02/2026
LR24-0049-00	LR25-0049-01	Infant/Child	02/04/2026
LR24-0049-00	LR25-0049-50	Father	02/04/2026
LR25-0047-00		PostPartum Mother	02/20/2026
LR25-0047-00	LR24-0047-01	Infant/Child	02/20/2026
LR25-0047-00	LR24-0047-02	Infant/Child	02/20/2026
LR25-0047-00	LR25-0047-03	Infant/Child	01/15/2026
LR25-0050-60		Other	01/09/2026
LR25-0050-60	LR25 0050 01	Infant/Child	11/14/2025
LR25-0051-00		PostPartum Mother	10/31/2025
LR25-0051-00	LR25-0051-01	Infant/Child	10/31/2025
LR25-0052-50		Father	01/19/2026
LR25-0052-50	LR25-0052-00	PostPartum Mother	01/19/2026
LR25-0052-50	LR25-0052 01	Infant/Child	01/14/2026
LR25-0056-00		PostPartum Mother	02/16/2026
LR25-0056-00	LR25-0056-01	Infant/Child	02/16/2026
LR25-0057-50		Father	01/23/2026
LR25-0057-50	LR25-0057 01	Infant/Child	12/15/2025

EVENT**NARRATIVE****MONTH****April**

COMMUNITY INTERACTIONS	2 communications with tribal members regarding baby celebrations. Communications with tribal members about upcoming events at membership meeting. Referral from Muskegon CPS worker. Worked with prevention Autumn Moore assisted me at the baby celebration
DISTRIBUTION OF SUPPLIES	4 size 3 diapers/ 12 toilet paper / 2 dish soap/ 7 size 3T 4T pullups/ 4 size 5 diapers/ 2 size 2 diaper/4 size 4 diapers / 4 size 7 diapers/ 2 size 1 diapers/16 baby wipes/ 1 bathmat/ 1 HEPA Filter /1 bottle wash soap /1 bath toys / 1bottle brush/ 2 car seats/ 1 breast pump/ 7 shirts/ 7 tank tops/ 2 bottle warmers/ 1 hiking backpack carrier/ 1dress / 2 milk cooler/ 2 portable milk warmer/ 1 car chargeable milk warmer/ 2 milk collectors/ pacifier wipes/burp rags/toilet cleaner/1 Hakka / 5 size xl pullups/2 size 6t 7t pullups/ 6 baby lotion/ 6 baby bath/ 5 diaper cream/4 size 3 diapers/ 10 razors / 4 paper towels/ 1 lotion /1shampoo/ 1 fem pad/ 1 women's deodorant/2 foam soap/ 10 Clorox to go wipes/ 1 Purell wipes/ 10 laundry detergents /2 fabric softeners/ 1 hand soap/2 bags / 7 vitamins
WEBINARS TRAININGS	N/A
CULTURAL / COMMUNITY EVENTS	Membership meeting/Youth Fan Workshop/ Baby Celebration
CLIENTS INTERACTIONS WITHOUT A FORMAL VISIT	300 texts
INTEROFFICE REFERRALS	1 referral from case management
COMMUNITY EVENT SUPPLIES	Membership meetings (car phone chargers, key chains), Baby Celebration (Paper plates, little jars mints, blankets, baby soft books, baby books, tumbler, candle, sleep sack, diapers, mug, picture frame, drinking jar, lotion, baby shower pens), Youth fans (youth fan kits)

Department Report : Family Services
Case Worker : Rachel Kops
Month:APRIL 2026

***** Reporting Counties

	Manistee	Mason	Lake	Ottawa	Muskegon	Oceana
I & R's						
Intakes						
Open Cases	1	2		1	7	
Monthly Totals	1	2		1	7	

	Case Management				
Total number living in homes served	6	10		4	14
Total number of Tribal Citizens living in homes served	3	2		1	12
Total number of descendants living in homes served	2	1		3	0
Total number of children living in homes served	1	8		3	3
Total ICWA or ICWP where substance abuse is involved	2	0		0	3
Child Abuse/Neglect	2	2		1	3
ICWA or ICWP referrals	2	2		0	3
Sexual Abuse of a child	0	1		0	0
Substantiated or Unsubstantiated by DHS	2	2		0	3
Case Pending with DHS	2	1		1	3
Relative placement	0	0		0	3
Tribal Foster Home	0	0		0	0
Non-Tribal Foster Home	0	2		0	0
Alternative placement	0	0		0	0
Court appearances	1	1		0	1
Home Visits	0	2		4	12
Case Reviews	1	1		1	1
Binojeeuk	2	2		0	2
Contacts with outside agencies	42	88		5	90
Contacts with LRBOI departments	100	100		20	113
Tribal Elders	0	0		0	0
Other referrals	0	0		0	0
Monthly Totals	168	225		43	266

1 2 3 4 5 6 7 8 9 10 11 12 13 14 15 16 17 18 19 20 21 22 23 24 25 26 27 28 29 30 31 32 33 34 35 36 37 38 39 40 41 42 43 44 45 46 47 48 49 50 51 52 53 54 55 56 57 58 59 60 61 62 63 64 65 66 67 68 69 70 71 72 73 74 75 76 77 78 79 80 81 82 83 84 85 86 87 88 89 90 91 92 93 94 95 96 97 98 99 100 101 102 103 104 105 106 107 108 109 110 111 112 113 114 115 116 117 118 119 120 121 122 123 124 125 126 127 128 129 130 131 132 133 134 135 136 137 138 139 140 141 142 143 144 145 146 147 148 149 150 151 152 153 154 155 156 157 158 159 160 161 162 163 164 165 166 167 168 169 170 171 172 173 174 175 176 177 178 179 180 181 182 183 184 185 186 187 188 189 190 191 192 193 194 195 196 197 198 199 200 201 202 203 204 205 206 207 208 209 210 211 212 213 214 215 216 217 218 219 220 221 222 223 224 225 226 227 228 229 230 231 232 233 234 235 236 237 238 239 240 241 242 243 244 245 246 247 248 249 250 251 252 253 254 255 256 257 258 259 260 261 262 263 264 265 266 267 268 269 270 271 272 273 274 275 276 277 278 279 280 281 282 283 284 285 286 287 288 289 290 291 292 293 294 295 296 297 298 299 300 301 302 303 304 305 306 307 308 309 310 311 312 313 314 315 316 317 318 319 320 321 322 323 324 325 326 327 328 329 330 331 332 333 334 335 336 337 338 339 340 341 342 343 344 345 346 347 348 349 350 351 352 353 354 355 356 357 358 359 360 361 362 363 364 365 366 367 368 369 370 371 372 373 374 375 376 377 378 379 380 381 382 383 384 385 386 387 388 389 390 391 392 393 394 395 396 397 398 399 400 401 402 403 404 405 406 407 408 409 410 411 412 413 414 415 416 417 418 419 420 421 422 423 424 425 426 427 428 429 430 431 432 433 434 435 436 437 438 439 440 441 442 443 444 445 446 447 448 449 450 451 452 453 454 455 456 457 458 459 460 461 462 463 464 465 466 467 468 469 470 471 472 473 474 475 476 477 478 479 480 481 482 483 484 485 486 487 488 489 490 491 492 493 494 495 496 497 498 499 500 501 502 503 504 505 506 507 508 509 510 511 512 513 514 515 516 517 518 519 520 521 522 523 524 525 526 527 528 529 530 531 532 533 534 535 536 537 538 539 540 541 542 543 544 545 546 547 548 549 550 551 552 553 554 555 556 557 558 559 560 561 562 563 564 565 566 567 568 569 570 571 572 573 574 575 576 577 578 579 580 581 582 583 584 585 586 587 588 589 590 591 592 593 594 595 596 597 598 599 600 601 602 603 604 605 606 607 608 609 610 611 612 613 614 615 616 617 618 619 620 621 622 623 624 625 626 627 628 629 630 631 632 633 634 635 636 637 638 639 640 641 642 643 644 645 646 647 648 649 650 651 652 653 654 655 656 657 658 659 660 661 662 663 664 665 666 667 668 669 670 671 672 673 674 675 676 677 678 679 680 681 682 683 684 685 686 687 688 689 690 691 692 693 694 695 696 697 698 699 700 701 702 703 704 705 706 707 708 709 710 711 712 713 714 715 716 717 718 719 720 721 722 723 724 725 726 727 728 729 730 731 732 733 734 735 736 737 738 739 740 741 742 743 744 745 746 747 748 749 750 751 752 753 754 755 756 757 758 759 760 761 762 763 764 765 766 767 768 769 770 771 772 773 774 775 776 777 778 779 780 781 782 783 784 785 786 787 788 789 790 791 792 793 794 795 796 797 798 799 800 801 802 803 804 805 806 807 808 809 810 811 812 813 814 815 816 817 818 819 820 821 822 823 824 825 826 827 828 829 830 831 832 833 834 835 836 837 838 839 840 841 842 843 844 845 846 847 848 849 850 851 852 853 854 855 856 857 858 859 860 861 862 863 864 865 866 867 868 869 870 871 872 873 874 875 876 877 878 879 880 881 882 883 884 885 886 887 888 889 890 891 892 893 894 895 896 897 898 899 900 901 902 903 904 905 906 907 908 909 910 911 912 913 914 915 916 917 918 919 920 921 922 923 924 925 926 927 928 929 930 931 932 933 934 935 936 937 938 939 940 941 942 943 944 945 946 947 948 949 950 951 952 953 954 955 956 957 958 959 960 961 962 963 964 965 966 967 968 969 970 971 972 973 974 975 976 977 978 979 980 981 982 983 984 985 986 987 988 989 990 991 992 993 994 995 996 997 998 999 1000 1001 1002 1003 1004 1005 1006 1007 1008 1009 1010 1011 1012 1013 1014 1015 1016 1017 1018 1019 1020 1021 1022 1023 1024 1025 1026 1027 1028 1029 1030 1031 1032 1033 1034 1035 1036 1037 1038 1039 104

Kent

Other

[illegible][illegible]

Department Report : Family Services

Case Worker: Tara Cook

Reporting Period: April 2026

***** Reporting Counties *****

	Manistee	Mason	Lake	Ottawa	Muskegon	Oceana	Wexford	Kent	Newaygo	Other
Intakes	1				1	1				
I&Rs										
Open Cases	10	2	1		1	1				
Monthly Totals	11	2	1	0	2	2	0	0	0	0

Case Management

Total number living in homes	23	6	4		4	2				
Citizens living in homes	18	2	1		2	1				
descendants living in homes	3	3								
living in homes served	6	3								
where substance abuse is										
Child Abuse/Neglect										
ICWA or ICWP referrals										
Sexual Abuse of a child										
Unsubstantiated by DHS										
Case Pending with DIIS										
Relative placement										
Tribal Foster Home										
Non-Tribal Foster										
Home										
Alternative placement										
Court appearances										
Home Visits	18	1	1		2	1				
Case Reviews	1									
Binojeeuk										
Contacts with outside agency	15	12								1
Contacts with LRBOI depart	48									
Tribal Elders	18									
Other referrals										
Monthly Totals	150	27	6		8	4				1

Department Report : Family Services

Case Worker: Stephanie Persenaire

FS reporting period: April 2026

***** Reporting Counties *****

	Manistee	Mason	Lake	Ottawa	Muskegon	Oceana	Wexford	Kent	Newaygo	Other
Intakes	2									
I&Rs										
Open Cases	9	2		4	1		2		2	
Monthly Totals	11	2	0	0	4	1	0	2	0	2

Case Management

Total number living in homes served	17	7			6	2		9		3
Total number of Tribal Citizens living in homes served	8	4			4	1		9		2
Total number of descendants living in homes served	9	3			0	0		0		1
Total number of children living in homes served	10	5			0	0		7		1
Total ICWA or ICWP where substance abuse is involved										
Child Abuse/Neglect										
ICWA or ICWP referrals										
Sexual Abuse of a child										
Substantiated or Unsubstantiated by DHS										
Case Pending with DHS										
Relative placement										
Tribal Foster Home										
Non-Tribal Foster Home										
Alternative placement										
Court appearances										
Home Visits	17	4			2	0		2		0
Case Reviews	1									
Binojeeuk										
Contacts with outside agencies	22	3			3	0		0		2
Contacts with LRBOI departs.	4	2			3	2		0		0
Tribal Elders										
Other referrals										
Monthly Totals	88	28	0	0	18	5	0	27	0	9

LRBOI Be Da Bin Behavioral Health Program April 2026 Report

Staff for Be Da Bin includes: Dottie Batchelder-Streeter, Chemical Dependency Counselor; Angela Schwandt, Mental Health Counselor; Autumn Moore, Prevention Specialist; and James Gibson "JD", contractual Traditional Healer.

The Traditional Healer had 9 client sessions this month.

Autumn is working on the Elder's Storytelling Program with the Manistee County Library, collaborating with NRD for the Manoomin Camp and Cattail collection and Culture in Our Community Program. She continues to work on her certification from MCBAP. She attended the SEA coalition meeting; Tall Cop (assisted in registration); prepared program for the Membership meeting. She is assisting in planning the Wellness Walk with Dottie and in contact with prevention workers at another Tribe. She attended webinars: the Role of Parenting in SU Patterns; Selecting Strategies that Address community Needs; and Using Evidence Based Registries to Identify Substance Use Prevention.

Angela Schwandt has 40 clients. She had 51 individual sessions, 38 follow-up calls, and 2 hours telepsychiatry. She attended the (SAPC) Suicide Awareness and Prevention Coalition monthly meeting and NewOrg Software meetings. She attended and assisted with the Tall Cop presentation and attended the Rural Health 2 day conference at Saginaw Chippewa Tribe.

Dottie Batchelder-Streeter currently has 36 clients and 7 Recovery Support clients. She had 1 detox referral, 1 referral to an inpatient facility, and 2 referrals for outpatient. Dottie had 42 individual sessions and 50 follow-up calls. Dottie co-chairs the Manistee Suicide Prevention Coalition with a meeting on April 8. She attended meetings virtually with the State and in person with staff for the State of Michigan Tribal Opioid Settlement Monies Grant. She attended the NewOrg meetings; Community Partnership meeting; and planning meetings for upcoming events of Overdose Awareness Day/other Recovery Supports. The Tall Cop presentation/training was April 14, 2026 (108 in attendance). Still trying to get the TOSF monies accepted.

All staff worked the Membership meeting on April 11, 2026. Angela and Dottie are working with area Community Mental Health agencies and inpatient substance abuse/mental health treatment centers to have better services available for Tribal citizens, as needed. Pasadena Villa Great lakes had a lunch and learn about their services on April 2, 2026 with all staff.

Respectfully submitted,

A handwritten signature in black ink, appearing to read "Dottie Batchelder-Streeter". The signature is fluid and cursive, with the first name "Dottie" being the most prominent part.

Dottie Batchelder-Streeter



**LRBOI VICTIM SERVICES PROGRAM
MONTHLY REPORT
April - 2026**

VSP MONTHLY SUMMARY REPORT

PROGRAM CASE MANAGEMENT & ADVOCACY STATISTICS

Continued Cases	9
New Cases	0
Closed Cases	0
Total Referrals and Contacts Received	2
Client Face to Face Contacts	6
Client-related Phone, Email, and Text Contacts	86
Client-related Direct Service Units Provided by Advocates	175
Client-related Accompaniment Provided by Advocates	3

MEETINGS

Staff Meeting(s)	1
Program Case Reviews	0
Supervision	0
Community Collaboration Meetings	2
Other Meetings	0

STAFF DEVELOPMENT/TRAINING

Virtual Training	0
In Person Training and Conferences	1
VSP Sponsored Training Events	0
Other Trainings	0

OUTREACH & NETWORKING EFFORTS

Creation of Program and Outreach Materials	0
Event and Training Planning and Preparation	0
Community Table Events	0
VSP Sponsored Community Awareness Events	0
VSP Presentations	0
Networking Activities	1
VSP Website Updates	0
Other Efforts	0

Grants
Jessica Steinberg

LRBOI Grants Department

Monthly Report of Activity – April, Iskigamizige-giizis “Boiling Sap Moon” 2026

Grant Department Overview and Function within LRBOI: Background/Purpose

(This information reappears for the benefit of the LRBOI Members reviewing this report of activity.)

The Grant Department of the Little River Band of Ottawa Indians (LRBOI) works on behalf of the membership of the Band, finding resources to supplant and support the objectives of the Little River Band of Ottawa Indians Strategic Plan. The 5-Year Strategic Plan adopted May 3, 2023, Vision Statement reads:

“The Little River Band of Ottawa Indians (LRBOI) Legislative Vision is to strengthen and revitalize our tribal existence by exercising our sovereignty while enhancing the wellbeing of our tribal members. Create sustainable and diverse economic growth for our nation to improve the lives of our tribal members.”

The Grant Department per *Grants Strategy 2023: Setting Directions and Goals*, serves LRBOI by:

- Funding direct services, including supporting and improving existing services, and developing new services, based on evolving community needs.
- Improving the delivery of services: This refers to capacity-building efforts such as staff training, equipment, vehicles, and facilities.

The Grant Department assists directors, managers, and supervisors to identify grant and funding opportunities that support departmental goals and objectives for the benefit of the members of the Band. Funding opportunities are sent to directors, managers, and supervisors, who notify the Grant Writer of the interest to pursue. The Grant Writer assists with drafting scopes of work, budgets, and submissions as appropriate. The following sources are reviewed to find supporting funds: *Federal Register*, *eGrams (State of MI)*, *grants.gov*, *GrantWatch* and other internet sources.

Grant applications and grant funding must align with the adopted LRBOI strategic plan. Per Ordinance #13-100-04, *Budget and Appropriations Act of 2013 (as amended)*, Article V. Budget Formulation and Transmittal, 5.02. *Strategic Plan Required*, “The Tribal Council shall develop a five-year strategic plan...no later than March 15th of each succeeding year.” The strategic plan defines Tribal priorities that best serve our members and reinforce the sovereign dominion of the Tribe’s lands and governance.

Projects, Tasks and Activities

Assigned tasks/current funding opportunities:

- Michigan Department of Health and Human Services (MDHHS) Rural Health Transformation (RHT): The Rural Health Transformation (RHT) Program is funded under the Make American Healthy Again (MAHA) initiative passed in the “One Big Beautiful Bill”; these funds are to be appropriated by Congress for a total of five (5) years to the State of Michigan, Department of Health and Human Services (MDHHS). The funds will be awarded to MDHHS via the Center for Medicare/Medicaid Services (CMS) annually. The MDHHS plan created a set side (5%) of the state’s total award of \$173 million. LRBOI’s portion is anticipated to be \$665,887, to be directed to rural health innovations.
 - LRBOI awaits update regarding the release of funds. MDHHS had indicated that the funds would be released April 2026. No funding has been released as of this report, and there have been no updates from the funder (MDHHS).
 - Funding under this proposal is aimed at supporting a new electronic health record (EHR) management system for LRBOI, including .5 FTE responsible for implementing EPIC software, necessary equipment to improve patient care delivery, and training for twelve (12) staff on the new EHR software.

- **Collaboration with Family Services/Historic Preservation/Spirit of the Woods Conservation Club (SWCC):** The Grant Writer met with Family Services, Historic Preservation and SWCC as part of a planning/collaboration to provide a summer youth camp experience. SWCC currently operates a summer camp focused on conservation and environmental exploration at their campus/club location on Bear Creek. The meetings have discussed a potential partnership to bring the unique culture of LRBOI into the SWCC camp experience, and to utilize the SWCC grounds and stream access to provide conservation-based experiences to foster a relationship between culture and science-based concepts.
 - 04/02/2026: Initial Summer Camp meeting; Family Services, Historic Preservation, SWCC to discuss the potential of hosting/collaborating on a summer youth camp experience. Mr. Gene Lagerquist, SWCC Vice-President in attendance. Information was exchanged regarding SWCC's typical summer camp experience, successes and lessons learned. LRBOI/SWCC has identified a need to draft a Memorandum of Agreement (MOA) regarding summer camp activities. The Family Services Director requested the Grant Writer to write the first draft and get it Executive Legal for review.
 - 04/03/2026: MOA draft completed and forwarded to Executive Legal and copied to the Family Services Director.
- **The Grant Writer attended the Tribal Self-Governance Conference in Chandler, AZ April 5 – 10, 2026.** The week included discussions regarding tribal joint venture projects and funding, the President's budget and potential impact on tribal annual funding agreements, the priorities of the Department of Health and Human Service, Indian Health Service, (DHHS/IHS) including the recent Rural Health Transformation grant anticipated in April 2026. The restructuring of IHS was also highlighted as Area Offices and DHHS regional offices organize programs to align with the "One Big Beautiful Bill" initiatives. In addition, Department of Interior, Bureau of Indian Affairs priorities, (DOI/BIA), Tribal 477 initiatives, and policy changes that will impact BIA Office of Self-Governance were highlighted. Break out session included data sovereignty, the Community Health Aide Programs (CHAP), contract support cost claims on third party reimbursements, and facilities construction opportunities. The Grant Writer shared notes regarding session with Commerce as they pertained to Workforce Development, and Tribal Economic Development.
- **Federal Tort Claims Act Protections (FTCA)/related Human Resource questions:** The Grant Writer met with the Family Service Director to review the current DOI/BIA compact and multi-year funding agreement. The discussion was about the designation of the service delivery area, personnel performing under their employment scope of work being 'deemed' to be federal employees for the purposes of liability, and related scopes of work under the Family Services Division.
 - 04/14/2026: The Grant Writer met with the Family Services Director regarding the service delivery area and discussed how the Members Assistance and Domestic Violence programs fit under the programs, functions, services, and activities (PFSAs) of the BIA scopes of work. The Grant Writer believes the meeting created a broader understanding of the need to continue to implement strong case management within Family Services.
- **The Grant Writer met with Family Services, Clinic Operations personnel, and the Executive Assistant to the Tribal Manager to discuss the Michigan Department of Health and Human Services (MDHHS) Behavioral Risk Factor Surveillance Survey (BRFSS) to be conducted at the twelve (12) tribes of Michigan by the Great Lakes Inter-Tribal Epidemiology Center (GLITEC).** The BRFSS is scheduled to be implemented this fiscal year, with GLITEC assisting with the compilation of data collected, which will become part of the MDHHS BRFSS Dashboard, and become a detailed report for use at LRBOI.
 - 04/14/2026: BRFSS meeting rescheduled with MDHHS due to exigent circumstances at LRBOI.

- 04/21/2026: Teams meeting with MDHHS/GLITEC/LRBOI to discuss the BRFSS content, data collection, and necessary memorandum of understanding (MOU) to perform the survey within the LRBOI membership. A second meeting is scheduled in May to finalize processes, type of study and review the MOU. It is suggested that the Grant Writer be the lead on this project as the data will support grant requests, (and the Grant Writer has previous health director experience and will understand the concepts in the BRFSS-jls). The Grant Writer indicated they will assist with the project.
 - 04/22/2026: Draft MOU between GLITEC and LRBOI completed by Grant Writer, forwarded to Executive Legal for review, copied to the Family Services Director, and the Executive Assistant to the Tribal Manager.
- The Grant Writer attended the LRBOI staff meeting at the LRCR Event Center, April 23, 2024, from 1 – 5 P.M.
- The Grant Writer attended a TEAMS meeting regarding newly adopted Purchasing Regulations and the implementation of them, April 27, 2026.
- The Grant Writer participated in the monthly check-in call April 28, 2026, regarding the Child Care Development Fund (CCDF). In attendance were Administration for Child & Families (ACF), Office of Child Care (OCC), federal personnel, the Family Services Director, and the Grant Manager. LRBOI receives formula and block grant funding to support quality initiatives for child care within the LRBOI nine (9) county service delivery area eligible beneficiary population. The following information was shared with LRBOI personnel in attendance:
- LRBOI has been assigned a new technical assistance lead at ACF, Ms. Andrea Chandler.
 - “Defend the Spend” remains the DHHS/OCC directive; funding use must be demonstrated with participant counts and remain consistent with CCDF plan documents.
 - Fiscal year funding cycles for the period ending 2021 and 2024 must be drawn down and spent by 9/30/2026 – the funding availability expires for those years.
 - There are no waivers for funding periods ending FY 2024 to extend funding expenditure deadlines.
 - LRBOI has an unobligated funding balance, per CCDF, of \$277,000. These funds are primarily assigned to fiscal years 2026, 2027, and 2028 funding cycles. (CCDF funding cycles are three years.)
 - The focus of the federal agency is LANGUAGE REVITALIZATION for quality initiative funding. It is suggested that grantees explore how to incorporate that deliverable into their funding proposals.
 - Plan amendments can be made at any time during the grant cycle.
- The Grant Writer identified and forwarded the following Notice of Funding Opportunities (NOFOs) to department directors/managers for consideration. (\$19.975 million in funding identified as available for proposals – forecasted opportunities not included).

Date	Department(s)	Grant Title/Funding Agency	Grant Ceiling	Due Date
04/01/2026	Family Services/BEDABIN	Zero Suicide (Suicide Prevention)/SAMHSA	\$700,000	04/20/2026
04/01/2026	Planning/BIA Roads	Highway Safety/DOT	\$1 million	05/01/2026
04/01/2026	Historic Preservation	Repatriation Support/National Park Service (NPS)	\$25,000 (this is a rolling grant)	Submission accepted during the fiscal year
04/01/2026	Historic Preservation	National Endowment for Humanities Collections & Museums	\$500,000	June 2026 forecasted

04/01/2026	Clinic Operations	Make American Healthy Again/Elevate/Centers for Medicare/Medicaid Services	\$3.3 million	June 2026
04/21/2026	Natural Resources	Wetlands Habitat Restoration/Fish & Wildlife	\$400,000 (requires matching funds)	June 2026
04/21/2026	Family Services/Commerce	Workforce Development/Administration for Native Americans (ANA)	\$3.1 million	June 2026
04/21/2026	Tribal Court/Family Services (ICWA)	Family Support/Department of Health and Human Service (DHHS)	\$250,000	May 2026
04/21/2026	Family Services/BEDABIN/Clinic	Substance Abuse/Mental Health Services Administration (SAMHSA)	TBA; anticipated \$350,000 minimum	June 2026 (forecast – awaiting final NOFO)
04/21/2026	Family Services/BEDABIN	Circles of Care/DHHS	TBA; anticipated \$250,000 minimum	June 2026 (forecast- awaiting final NOFO)
04/21/2026	Commerce	Economic Advancement Grants for Local Empowerment (EAGLE)/ANA	\$1 million	May 2026
04/21/2026	Family Services/BEDABIN/Public Safety	Overdose prevention/SAMSA	TBA: anticipated \$250,000 minimum	June 2026 (forecast- awaiting final NOFO)
04/28/2026	Commerce	AmeriCorp/Corporation for National and Community Services (CNCS)	\$500,000	May 26, 2026
04/28/2026	Commerce	Youth Employment Services/Division of Youth Services/Department of Labor (DOL)	\$2.8 million	May 28, 2026
04/28/2026	Commerce	Adult Work Experience/DOL	\$5.9 million	May 28, 2026
04/28/2026	Commodities/Food Distribution	Specialties Food Producers Markets/MDHHS	\$500,000	June 2026

The Grant Writer was out on approved leave/wellness leave April 13 and 20th, 2026.

Respectfully Submitted,

Jessica Steinberg, Grant Writer

Health Vacant Director



**Little River Band of Ottawa Indians
HEALTH OPERATIONS REPORT**

To: Larry Romanelli, Ogema

CC: William Willis, Tribal Manager
Gary Lewis, Executive Lead

From: Janice Grant, Clinic Supervisor
Gina Dahlke, PRC/EHAP Supervisor
Kate Gilbert, Chief Pharmacist

Date: May 04, 2026

Re: April 2026 Report of Activity – Tribal Health Services

04-13-26 – Ayanna Little, Certified Medical Assistant joined our Health Services Team in our Manistee Location. Welcome aboard Ayanna!

Operations service delivery numbers for the month of April are as follows provided in the aggregate:

CLINIC OPERATIONS: MANISTEE LOCATION

242 patients scheduled

13 patients NO-SHOW to scheduled appointments

2 patients provided SAME DAY appointments for emergent matters**

76 cancelled appointments

155 patients attending CLINIC PHYSICIAN appointments**

37 patients PHONE TRIAGE**

282 Chart Reviews – notifications to providers requiring action by providers and staff**

72 Clinic Referrals – requiring action by providers and staff

TOTAL PATIENTS SEEN IN APRIL (Total Patient Volume): 484

Diabetic patients:	58
Flu Vaccines:	0
Injections:	44
Nursing Visits:	10 **
On-site Labs:	114
COVID-19 Tests:	0

**Denotes total included in Total Patients Seen

Numbers listed for Chart Reviews & PhoneTriage include both Manistee & Harvey Locations

RECEPTION INCOMING CALLS ROUTED: 784

DIRECT CALLS TO CLINIC OPERATIONS: 448

SENT FAXES: 147

RECEIVED FAXES: 463

TRANSPORTS - MANISTEE 8

APRIL 2026

TRAVEL HOURS: 13

SERVICE HOURS: 7

NUMBER SERVED: 10

MEDICATION DELIVERIES: 7

TRAVEL HOURS: 2 ¼

SERVICE HOURS: ½

NUMBER SERVED: 7

TOTAL TRAVEL HOURS: 15 ¼

TOTAL SERVICE HOURS: 7 ½

TOTAL NUMBER SERVED: 17

Operations service delivery numbers for the month April are as follows provided in the aggregate:

CLINIC OPERATIONS: MUSKEGON LOCATION

140 patients scheduled

5 patients NO-SHOW to scheduled appointment

13 patients provided SAME DAY appointments for emergent matters**

47 cancelled appointments

40 clinic referrals – requiring action by Providers and Staff

101 patients attending CLINIC PHYSICIAN appointments

Diabetic patients: 30

Flu Vaccines: 0

Injections: 20

Nursing Visits: 0

On-site Labs: 67

COVID-19 Tests: 0

DIRECT CALLS TO CLINIC OPERATIONS: 296

TRANSPORTS - MUSKEGON: 5

APRIL 2026

TRAVEL HOURS: 15

SERVICE HOURS: 5 ½

NUMBER SERVED: 5

MEDICATION DELIVERIES: 4

TRAVEL HOURS: 1 ¾

SERVICE HOURS: ¾

NUMBER SERVED: 4

TOTAL TRAVEL HOURS: 16 ¾

TOTAL SERVICE HOURS: 6 ¼

TOTAL NUMBER SERVED: 9

PRC/EHAP: (ROUNDED TO NEAREST WHOLE DOLLAR) \$107,000.00

TOTAL CALLS/INDIVIDUAL VISITS TO DEPARTMENT: 1376

TOTAL PRC PAID IN APRIL: \$56,308.78

PHARMACY/OTHER: \$46,668.83

DENTAL: \$9,639.95

TOTAL PATIENTS: 203 (THIS IS NON-DUPLICATED INDIVIDUAL SERVICES)

TOTAL CLAIMS RECEIVED: 479

TOTAL CLAIMS ENTERED: 404

TOTAL PRC PAID 2026: \$218,685.65

TOTAL EHAP PAID IN APRIL: \$51,184.66

TOTAL EHAP PAID 2026: \$154,791.32

TOTAL ENROLLED EHAP/LRBOI: 1262

NEW APPLICATIONS MAILED OR GIVEN: 20

REASSESSMENTS MAILED OR GIVEN: 79

MEDICARE LIKE RATE (MLR) Savings for April 2026

Claims submitted: 12 \$17,830.00 (total submitted)

-\$1,137.97 (what we paid)

\$16,692.03 (total savings)

PHARMACY, MANISTEE:**APRIL 2026**

Active patients:	360	
Prescriptions filled:	1632	
Receipts:		
Insurance payments received:		\$194,351.72
Non-member cash/copays received:		\$933.43
Less acquisition cost of medications:		\$90,918.93
Net profit:		\$104,366.22
PRC-equivalent write offs:		
LRBOI:	\$21,854.09	
Other Tribes:	\$930.40	
TOTAL:	\$22,784.49	

PHARMACY, NORTON SHORES:**APRIL 2026**

Active patients:	210	
Prescriptions filled:	1002	
Receipts:		
Insurance payments received:		\$130,021.78
Non-member cash/copays received:		\$610.33
Less acquisition cost of medications:		\$43,560.13
Net profit:		\$87,071.98
PRC-equivalent write offs:		
LRBOI:	\$13,326.09	
Other Tribes:	\$965.73	
Total:	\$14,291.82	

2026 Health Services Department - Manistee Location

Clinic Operations

2026	Patients Scheduled	No Show	Cancelled Appt	Semi-Day Appt	Patients Seen**	Telephone Vls**	Total Patient Volume	Chart Reviews **	Referrals	Diagnostics	Flu Vaccines	Injections	Nursing Only**	On-site Labs	Quest Labs	Reception Calls	Clinic Calls	COVID-19 TEST	Sent Forms	Received Forms
January	247	19	116	4	136	25	437	276	63	47	5	20	9	137	2	942	536	2	118	337
February	247	13	45	4	133	25	463	310	72	43	1	11	1	152	10	816	399	2	186	456
March	256	8	55	4	97	54	474	318	52	35	1	34	5	71	1	832	460	-	166	522
April	242	13	76	2	155	37	486	282	72	56	-	44	10	114	1	784	448	-	347	463
May																				
June																				
July																				
August																				
September																				
October																				
November																				
December																				
Totals	852	53	293	14	521	141	1,864	1,346	259	181	6	89	19	474	14	3,414	1,823	4	817	1,778

** Denotes used included in Total Patient Volume

NOTE: Telephone & Chart Reviews include both Manistee & Harvey Locations.

2026 Health Services Department - Harvey Location

Clinic Operations

2026	Patients Scheduled	No Show	Canceled Appt	Same-Day Appt	Patients Seen**	Telephone Vists**	Total Patient Volume	Chart Reviews**	Referrals	Diagnostics	Flu Vaccines	Injections	Nursing only**	On-site Labs	Quant Labs	Reception Calls	Clinic Calls	COVID-19 TEST	Short Faces	Received Faces
January	206	11	125	6	76	25	377	276	33					63			187			
February	144	13	44	5	93	25	437	320	41	31		9					224			
March	160	10	48	18	120	54	492	318	54	38		25		92			276	1		
April	140	5	47	13	101	37	470	282	40	30		20		87	4		296			
May																				
June																				
July																				
August																				
September																				
October																				
November																				
December																				
Totals	650	39	264	42	389	141	1,716	1,186	168	99		54		222	4		993	1		

** Derivates total included in Total Patient Volume

NOTE: Telephone & Chart Reviews include both Mainline & Harvey Locations.

Housing

Tara Bailey



Little River Band of Ottawa Indians

Housing Department

Mailing Address: 2608 Government Center Drive

Physical Address: 2953 Shaw Be Quo ung

Manistee, Michigan 49660

231-723-8288

HOUSING DEPARTMENT

Report to the Ogema

For April 2026

Staff

Tara Bailey – Housing Director

Michelle Pepera – Administrative Assistant

Krystal Davis – Housing Specialist

Stephen (Jake) Shepard - Housing Maintenance Technician

Matthew Alexander – Housing Maintenance Technician

Jim Stuck - Housing Maintenance Technician

Mike Pannill – Housing Maintenance Technician (PT)

Department Overview

Goals: To promote affordable housing opportunities for all Little River Band Tribal Members.

Objectives: To provide our goals in a fair and equitable way to all members.

I. Housing Activities.

A. During the month, the Department performed the following activities.

Lease renewals due during the month: 7

Leases renewed: 7

New leases: 0

Annual Inspections: 7

Move-out Inspections: 0

Move outs: 0

Transfers: 0

B. Down Payment and Closing Cost assistance grant (HI 100).

Applications received this month: 0

Total Number of Awards made during the Year: 3

Total Amount of Awards for the Year: \$12833

C. For the month of February, the weekly ride to the store for our AKI elders occurred 3 times for 3 different elders.

D. We did have 17 new work orders put into the system and 11 of them were completed in the system.

E. The Housing Director met with the contractor to do the house demolition on March 24, to fine tune the project on how it will work and to ensure the garage portion of the unit is kept intact. They are hoping to have the project complete by the 13th of April. UPDATE: The house demolition was completed by April 10, 2026, at a total cost of \$11,500 paid out of insurance proceeds.

F. The Housing Director attended the quarterly Statewide Housing Partnership in Lansing on April 22nd. This was the annual mandatory in-person meeting for this state committee, the rest of the quarterly meetings are done virtually. The meeting was informational to hear what is occurring around the state in housing, hearing what their biggest roadblocks are a few solutions that were discussed as most of the meeting was discussing the statewide housing plan next steps.

G. An appeal hearing was held on March 12th by one of the residents and as of March 31st, the Housing Department has not heard what the outcome was of the hearing. UPDATE: The housing commission has sent out their decision and they decided that the tenant must remove one of the dogs but not

both. As of this date, to the best of the housing department's knowledge, the residents still have not complied with this decision. Therefore, the next step will be to terminate their lease.

- H. The quarterly housing newsletter went out in the month of April for all residents. Spring cleanup will begin on May 26th for AKI residents.
- I. The housing department sponsored a small event for Earth Day on April 22, we had limited response from the residents, but it is something for us to review and expand upon for next year.
- J. On April 27th-29th, Matt Alexander and Krystal Davis went to White Earth Housing Authority in Minnesota to review their tenant maintenance program they have set up. They expressed that it was very informative, and they gained a good insight into another housing property and seeing how they do things.
- K. April 23rd was an all staff meeting for all team members of LRBOI and was held at the Little River Casino Event Center from 1p-5pm.
- L. On April 24th, an opening bid process was conducted by the RFP for painting contractors that was sent out in March. We received three bid packages, and a decision has been made, so a contract will now have to go to TC for approval in the month of May.
- M. The Housing Department received a retirement resignation from James Stuck whose last day with the department will be June 4, 2026. Postings for this position along with another full time position will be posted in May.
- N. The Housing Director received approval from TC on April 15th to send in an updated Indian Housing Plan to HUD that includes the anticipated award amount of \$576,284 and added one additional housing maintenance full-time position.

II. Rental Payment Information for the Month.

- A. Notice of Delinquency issued: 6
- B. Termination Notice(s) issued: 2
- C. Notice(s) to Vacate or Renew: 0
- D. Court Filing(s): 0

III. Condition of Properties.

- A. Maintenance currently has 4 units to complete for a move in.
- B. An RFP was sent out on 3/24/26 to receive quotes for a 2-year contract with a vendor to do the painting of the units. Bids are due back by April 21st. UPDATE: Selection has occurred and will now go to TC for contract approval.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 84 (we have 86 but 2 unit is the fire unit so cant count for a move in) rental units in total of which 80 were rented giving us an occupancy rating of 95%.

- A. Aki has 58 income based rental units of which 54 were rented during the month as follows:
 - 1. Aki has 9 low income elder designated rental units and 8 units are rented.
 - 2. Aki has 2 low income elder ADA designated rental units and 2 are rented.
 - 3. Aki has 31 low-income family rental units and 30 are rented.
 - 4. Aki has 6 low income family ADA rental units and 5 are rented.
 - 5. Aki has 10 low income elder designated apartment rental units and 9 units are rented.
- B. Aki has 26 Fair Market rentals and 26 are rented.

V. Plans for the Future.

- A. Putting together a RFP to send out to Architect/Project Manager for the bidding process of completing the other projects we need to complete. UPDATE: This will be part of the process of working with HUD for finalization.
- B. Housing Director is developing a program for rental/security deposit assistance for tribal members. This is almost done and will then be taken to TC for review and approval.

End of Report
Tara Bailey, Housing Director
May 5, 2026

Human Resources Vacant Director

To: Ogema Romanelli
From: HR Department
Subject: 2026 April HR Department Report
Date: 05/8/2026

Department Purpose: Professionally strengthen our community through a great H.R. experience.

HR Primary Mission: Work in partnership with leaders and team members to drive quality H.R. service through the employee life cycle that develops opportunity and enhances endless potential.

1) HR 2026 Operational Plan

Final drafts of Policy and Procedures for Hiring, Job Descriptions, and Preemployment Screenings in coordination with the Executive Assistant, Tribal Manager, and the Executive Leads have been completed. Final drafts will be presented soon for Legal review and then on to the Ogema for final review and signing.

1) Talent Acquisition

Number of Hires During the Month: 7

Number of Hires Year to Date: 17

Number of Applicants for April through BambooHR: 23

Posting Views: 3,252

2) Talent Development and Relations

Completed PIPs Returned to HR: 1

3) HR Department Development Initiatives

Internal HR Policy development continued with Background Screening and Drug Screening, and Pre-employment policies and procedures being drafted for review of the leads.

4) Benefits and HR Administration

Continued working to improve and identify benefit process issues and concerns.

Updated benefits options in Bamboo which leads to automation for reconciliation of vendor invoices. HR had proposed the establishment of a benefits advisory team to meet quarterly and assist with ideas for benefit plan review as well as new ideas to assist in employee retention and satisfaction. This notion has been tabled for now pending on the hiring of an HR Director.

Continually adjusting methods for tracking to simplify the data collection process for metrics (including the use of BambooHR for this process, see above).

Leave Cases

FML:	1 (no new cases in April)
IFML:	3 (2 new cases)
Bereavement:	5
LOA:	1
Education:	3

5) Safety

Recordable Injuries: 0

6) Tribal Preference Report

Tribal Members = 103

Native American = 9

Tribal Spouse or Parent = 15

Tribal Descendant = 11

Non-Preference = 89

***Current preference percentage for Tribal Government is 60.8% (preference expressed as a percentage of total employees)**

Notes on Tribal Preference:

1. HR suggests succession planning/promotion be a focus for leadership. Especially in key departments and positions. This is a delicate process that will take time and effort for many individuals, but it is necessary.
2. HR would like to explore more ways to get younger preference candidates interested in temporary positions. This would be in coordination with the WFD Specialist and department heads. The intent is to get young tribal members interested in different aspects of the Tribal government by working or doing a mentor program. There has been a increasing interest from a younger demographic. Initial conversations have begun on ways in which HR can partner with WFD and the department heads.

Information Technology Vacant Director

**INFORMATION TECHNOLOGY DEPARTMENT
MONTHLY REPORT
APRIL 2026**

Duties and Accomplishments:

1. Finalizing set-up of workstation kiosks under capital projects which is part of the Wi-Fi funding project.

On-going IT projects:

1. SharePoint lift with Arctic IT.
2. Kiosk deployment to Muskegon and Manistee offices with Arctic IT.
3. SharePoint training program in process.
4. Migration to Hyper-V from VM-Ware.
5. Membership Meeting preparation.
6. SOC and compliance investigation.
7. Assist with WWTP EPA Audit.
8. Moving Helpdesk from Arctic IT to internal IT
9. Microsoft licensing renewals underway

Help Desk Tickets:

99 tickets opened, 93 tickets closed, 6 are assigned and being worked on.

Meetings Held/Attended:

1. Held ongoing meetings with Elevate and Arctic IT.

Trainings Attended:

None

Submitted by Bill Willis, Tribal Manager

Legal Assistance
Mary Witkop

Little River Band of Ottawa Indians
Members Legal Assistance Attorney
Mary K. Witkop
3031 Domres Road
Manistee, MI 49660
231-398-2234

MONTHLY REPORT

To: Larry Romanelli
From: Mary K. Witkop
Date: May 8, 2026
Re: April 2026 report of activities

Number of tribal members assisted on new issues	94
Number of referrals received	3
Number of continuing cases:	36

Types of legal issues:

Emotional Support Animal	Land Division
Divorce	Criminal
Wills	Personal Injury
Trusts	Alimony – Out of State
Estate Planning	Reverse Mortgage
Medical Power of Attorney	Bankruptcy
Mortgage	Real Estate
Power of Attorney	Trust Administration
Amend Estate Planning Documents	DHS
Low Income Loan	Guardian Adult
Waiver of Filing Fees	Post Divorce
SSA Recoupment After Death	Land Contract
Probate Estate	Landlord – Tenant Issues
Child Support	Appeal
Lady Bird Deed	Amend Trust
Opt Out of Friend of the Court	LLC

Collections
Child Custody
Employment
Gaming License
Adult Conservator
Counseling
Trailer
Automobile Title
Divorce – Out of State
Residential Lease
Uninsured Medical
Irrevocable Trust
No Contact Order
Contracts
Fraud
Traditional Ceremony
Cottage Food Laws

Small Probate Estate
Paternity
Income Taxes
Codicil
Guardian Minor
Evictions
Tax Exemption
Terminate Minor Guardian
Adult Conservator
Speeding Ticket
Adult Adoption
Contractor
Subpoena
ICWA
Medical Denial Appeal
Limited Power of Attorney – Minor
Relinquish Parental Rights

Sample of Work Performed:

Assisted a tribal member opt out of Friend of the Court services

Assisted a tribal member evict a tenant

Assisted a tribal member obtain a conservatorship over a parent who could not handle their own finances

Assisted a tribal member with a residential lease

Attended:

Membership Meeting

Members Assistance
Janeen Coddin

Members Assistance Department April 2026 Report

Assistance Programs

Rental/Mortgage: 7 Households	\$7,087
Emergency Transportation: 3 Households	\$1,200
Elder Chores: 2 Households	\$680
Low Income Energy Assistance (LIE): 5 Households	\$866.55
Food Assistance: 13 Households	\$4,350
Home Repair: 0	\$0
LIHEAP Heating/Crisis: 12 Households	\$3,821.88
LIHEAP Weatherization: 0	\$0
Catastrophic Disaster Relief: 2 Households	\$6,000
Elder Insurance (Humana)	<u>\$90,115.18</u>
April Total Expenditures:	\$114,120.61

Office Visit: 11

Family Services Referrals: 3

Phone calls: 174

Currently, the Home Repair Program and the Weatherization Program is on hold as we look at the current regulations, what is being asked by the Members and the Vendors to submit, and making sure the Ordinance matches the current regulations being used. We are still accepting applications submitted for these two programs and stamped when we receive them.

Other programs offered within Members Assistance are being reviewed also.

Meetings with Executive Leads continue as we sort through these changes.

Natural Resources

Frank Beaver



**Gaá Čhíng Ziibi
Daáwaá
Aníshinaábek**

**LITTLE RIVER BAND OF OTTAWA INDIANS
NATURAL RESOURCES DEPARTMENT
310 9th Street
Manistee, MI 49660
(231) 723-1594**

**April 2026 Monthly Report
Frank Beaver, Director**

The mission of the Natural Resource Department is to maintain the cultural, spiritual and physical existence of the Little River Band of Ottawa Indians by protecting, preserving and when necessary, enhancing the naturally occurring resources within the Tribe's 1836 Ceded Territory.

Department Objectives:

1. Protecting the fisheries within the 1836 Ceded Territory through:
 - The collection of essential information for the management of commercial, ceremonial and subsistence fishing;
 - Promoting stability of desired fish populations through continual assessment, monitoring and restoration when necessary;
 - Obtain relative abundance and population characteristics of fish stocks;
 - Collaborate with other management agencies in monitoring and assessing Great Lakes and Inland fisheries;
 - Participated in the Lake Michigan Lake Sturgeon Workgroup and on the Lake Sturgeon Steering Committee; and
 - Participate in the Lake Michigan Technical Committee in coordination and data sharing for Lake Michigan fish community management and assessment.
2. Continue focus on environmental priorities identified in the current Tribal Environmental Agreement (TEA) by:
 - Implementation of the Water Quality Monitoring Program;
 - Development of a non-point source monitoring program;
 - Increase involvement in Great Lakes Basin issues affecting the ecosystem of the 1836 Ceded Territory;
 - Recycling
 - Continuing monitoring air quality.
3. Protecting wildlife within our native lands through:
 - Monitoring Tribal harvest of subsistence hunting and trapping.
 - Monitoring and indexing species populations within the 1836 Ceded Territory.
 - Responsible Hunting and Trapping Regulations; and
 - Mapping and inventory of Tribal lands and the Ceded territory.

The department issues harvest tags for Elk, Bear, Deer, Turkey, United States Forest Service (USFS) access passes for the Manistee Huron National Forest, a lifetime pass to the Sleeping Bear Dunes National Lakeshore, harvest fishing report forms, Tribal trespass permits, camping permits, Commercial and Subsistence Great Lakes fishing licenses and permits, other special Ceremonial Use permits and information on current Tribal Regulations governing the use of the natural resources within the 1836 Ceded Territory.

Monthly, the department prepares newsletter articles, staff reports, participates in Staff,

Natural Resource Commission, Tribal Management Team meetings and also, in meetings and negotiations with Intertribal, State and Federal agencies and special interest groups.

Administrative Services

Theresa Davis

Assisted with biologist's paperwork as needed

- Send Tribal Police, NR Director, monthly Commercial Fishing Catch Report Memo
- Received Commercial and Subsistence fishing catch reports
- Member Services, hunting & fishing tags, permits, regulations and information
- Maintain vehicles mileage records and reports
- Submit NR monthly report
- GSA Mileage monthly report
- Monthly LRBOI mileage report

Fisheries Division:

- Archie Martell - Fisheries Division Manager
- Corey Jerome – Fisheries Biologist, Sturgeon
- Christina VanDoornik – Fisheries Biologist, Great Lakes
- Alex Ontkos – Fisheries Biologist, Inland
- Conner Johnson – Fisheries Technician, Great Lakes
- Griffin Bartscht – Fisheries Technician, Great Lakes
- Clayton Robertson - Fisheries Technician, Inland
- Steven King - Fisheries Technician, Inland
- Spencer Johnson – Seasonal Fisheries Technician, Great Lakes
- Noah Kemler – Seasonal Fisheries Technician
- Jaden Massey – Seasonal Fisheries Technician
- Gavin Kemp – Seasonal NRD Technician
- Duncan Bieber – Seasonal NRD Technician

Administrative/Budget/Reports/Data Entry:

- Managed budgets
 - 1050 Sturgeon Program/ Habitat Restoration Program
 - 4031 Fisheries
 - 4068 BIA Inland Natural Resources Rights Protection
 - 4018 Great Lakes Fisheries Assessment
 - 4137 BIA Great Lakes Restoration Initiative, Native Species
- Staff Management EWS
- Monthly NRD Fisheries Division Reports Completed.
- BIA Great Lakes Restoration Initiative grant management.
- Member services; USFS Passes, licenses, permits and information.
- Great Lakes Commercial and Subsistence fishing licenses issuing and catch report management.
- Monitored reporting requirements for inland and great lakes fish harvest and permits.
- Implementation of the Fisheries Division work plans.
- Working with HR staff to hire/onboard seasonal fisheries staff.

Equipment maintenance/Field Work/Lab Work:

- Nmé. Lake Sturgeon:
- Manistee/Muskegon river sturgeon habitat project communications
- Sturgeon drift prep
- SRF operation prep
- Manistee Lake adult population assessments
- Manistee River flooding conditions monitoring
- Bear Lake sturgeon communications/monitoring
- SRF maintenance work order for roof leak
- PIT antenna monitoring and trouble shooting
- LTBB sturgeon phone call - 4/14
- Cub Scout Earth Day sturgeon presentation - 4/21
- Grand Valley State University, Annis Water Resources Institute, career panel (4/24)
- Gun Lake Tribe sturgeon phone call - 4/24
- Inland Fisheries:
- Arctic Grayling egg-take at Marquette State Fish Hatchery (4/28-30)
- Assisted GVSU partners with eDNA sampling in North Branch Manistee River in support of Arctic Grayling reintroduction.
- Downloaded/maintained temperature loggers in upper Manistee River watershed.
- Completed assembling/preparing remote site incubators (RSIs) for 2026 Arctic Grayling stocking.
- Conducted field reconnaissance trip for remote site incubator (RSI) installation in North Branch Manistee River.
- Issued specially regulated harvest permits to Tribal citizens for spring walleye season.
- Great Lakes Fisheries Assessment Program:
- Jordan River larval lake whitefish drift (Bellaire) (4/1-3)
- Namaycush maintenance
- Larval coregonine beach neuston netting
- Jordan River larval lake whitefish drift (Bellaire) 4/1-4/3:
- Technical Fisheries Committee (TFC) Meeting (Virtual) (4/6)
- Data requests (USGS RWF, GLFC Beach Seine)
- Tributary Whitefish Check-in (Virtual), 4/13:
- Lake Whitefish conceptual paper review
- Modeling Sub-committee Meeting (Roscommon) 4/14-4/16:
- Summer youth program meeting (Food distribution) 4/16:
- LWAP fisheries assessment (Ludington)
- All staff meeting (LRRCR)
- LWAP clean-up and net tying
- Camera calibrations (Northport)

Meetings/Training/Travel/Conference Calls

- Jordan River larval lake whitefish drift (Bellaire) (4/1-3)
- Technical Fisheries Committee (TFC) Meeting (Virtual) (4/6)
- NRD LEADs Team Meeting (4/7/)
- Spring Membership Meeting (4/11)
- Tributary Whitefish Check-in (Virtual), (4/13)
- Arctic Grayling reintroduction evaluation meeting with partner agencies (4/14)
- LTBB sturgeon phone call (4/14)
- Great Lakes Fishery Trust Scientific Advisory Team Meeting (4/14)

- Modeling Sub-committee Meeting (Roscommon) (4/14-16)
- Summer youth program meeting (Food distribution) (4/16)
- NRD LEADs Team Meeting (4/20)
- NRD Great Lakes Lake whitefish mortality rate meeting (4/20)
- Cub Scout Earth Day sturgeon presentation (4/21)
- All staff meeting (LRCR) (4/23)
- Grand Valley State University, Annis Water Resources Institute, career panel discussion (4/24)
- Gun Lake Tribe sturgeon phone call - 4/24
- HR meeting personal issue (4/28)
- Arctic Grayling egg-take at Marquette State Fish Hatchery (4/28-30)

<u>Grant used</u>	<u>Explain activity</u>	<u># of members served</u>
1050 Sturgeon Program/ Habitat Restoration Program		
4068 BIA Inland Natural Resources		
4031 Natural Resources Department		
4018 Great Lakes Fisheries Assessment		
4137 BIA Great Lakes Restoration Initiative, Native Species		

Wildlife Program

Sean Hollowell – Wildlife Division Manager
David Heit – Wildlife Biologist
Maille O'Toole – Wildlife Technician
Alexis DeGabriele– Aquatic Biologist – Wetlands

Administration/Budget/Reports/Data Entry

- **Managed Budgets**
 - 4068 BIA Inland Natural Resources
 - 4031 Wildlife Department Budget
 - 6050 Restricted Timber Harvest Budget
 - 4095 Climate Change Protection Budget
 - 4137 BIA Great Lakes Restoration Initiative
 - 4072 NRCS Project Budget
 - 4580 Autumn Olive Removal
 - 4581 Monarch Habitat Establishment
 - 4595 At Risk Turtle Conservation
- Tribal Citizen service - Answered questions/requests from public – through email and phone calls
- Procured field equipment.
- Connected with partner organizations.
- Planned research project.
- Prepared and collected feathers for repository (and distributed as requested by tribal members).
- Planned budget.
- Tested field equipment.
- Purchased fieldwork equipment.
- Worked check station for tribal hunters and trappers.
- Reached out to partners on turtle conservation.

- Worked on Michigan American marten white paper review.
- Elk expansion habitat analysis.
- Planned office arrangement with new positions.
- Onboarded new Wildlife Biologist and Forest Technician.
- Reviewed applications for Forest Ecologist and seasonal technician crew, then made selection of candidates to interview.

Equipment Maintenance/Field Work/Lab Work

- Cleaned and serviced wildlife vehicles - monthly occurrence
- Reorganized Blue storage facility
- Built novel passive monitoring stations for rare turtles
- Test deployment of turtle basking log monitoring stations
- Spread native seed mix at wetland restoration sites
- Firsthand training on HWA delimitation
- Marten trapping in Baldwin District
- Conducted HWA surveys at Rainbow Bend and Old House property
- Monitored vernal pools on tribal property

Meetings/Training/Travel/Conference Calls

•

Wetlands Program (Wild Rice)

Administration Reports/Data Entry

- MWRI Monitoring & Restoration Subcommittee chair tasks: created meeting agenda, set up Teams meeting, coordinated with presenter, created & tested interactive survey & whiteboard, led meeting.
- MWRI Team tasks: in-person meeting planning, drafted meeting notes for Policy & Protection and Education & Outreach Subcommittee meetings and sent to Chairs.
- U of M graduate student Manoomin project tasks: updated data sharing agreement, drafted legal review request form and sent to Executive Legal, communications with student regarding study design.
- Reviewed incoming resumes for Forest Ecologist and Seasonal Invasive Species Technician positions.
- Began drafting comment letter for Line 5 T&E permit application.
- Manoomin Camp planning tasks: updated planning spreadsheet, communications with other Tribes regarding potential partnering.

Meeting/Training/Travel/Conference Calls (Include Dates)

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Field Work and Equipment Maintenance

•

Environmental Division Capacity Building (IGAP/ BIA Capacity)

Environmental Division

Leah Fairchild –Environmental Division Manager
Alexis DeGabriele– Aquatic Biologist – Wetlands
David Karst – Brownfield Specialist
Brooke May - Aquatic Biologist – Water Quality
Jasmine Vaquera – Air Quality Specialist
Alycia Peterson - Great Lakes Policy Specialist

Budgets Managed:

- 4571 -- EPA PPG
- 4585 – EPA Air Quality
- 4538 – EPA CERCLA
- 4380 – BIA GLRI Capacity Building

Environmental Division Capacity Building (IGAP/ BIA Capacity)

Administration/Budget/Reports/Data Entry

- EWS Staff Management
- EPA Air 103 Budget Review
- Water Quality QAPP Review
- Budgets Managed:
 - 4571 – EPA PPG
 - 4585 – EPA Air Quality
 - 4380 – BIA GLRI Capacity Building
 - 4538 – EPA CERCLA Funding
- PPG FY25-FY26 Workplan
- PPG FY25-26 Budget
- EPA CERCLA Budget Revision
- EPA CERCLA Workplan Revision
- EGLE MOA paperwork
- EPA 103 Preapplication review
- EPA SIRG Preapplication Review

Field Work and Equipment Maintenance

-

Meeting/Training/Travel/Conference Call

- EPA Discussion: Vogel Site Visit and Introductions on April 9
- LRBOI/EPA PPG Initial Allocation Discussion on April 13
- Tribal/EGLE District Meeting on April 28
- Gary Lewis/MTERA Meeting on April 30

Brownfield Program

Administration /Reports/Data Entry

- APA travel authorization

- Coordinated with public safety and the contractor to complete soil sampling for Phase II assessments
- Transfer NRD Laptop for reused
- Edited HHW collection brochures and resolved printing errors.
- Q2 report for EPA and records
- Semiannual BIL report

Field Work and Equipment Maintenance

- Drone batteries
- Several trips to Bull Corner and Sugar Shack relating to Phase II assessments
- Started one ATV and the side-by-side
- Flew the drone and updated software and firmware for safe operations and synced this with the new laptop.

Meeting/Training/Travel/Conference Calls (Include Dates)

- Jackpine on April 2
- HHW Steering Committee Ludington on April 7.
- Bull Corner on April 8
- Ribbon Cutting for Gateway Project on April 10.
- Pine Creek Road for possible purchase on April 13.
- Conservation Districts in Bear Lake and Scottville to distribute brochures on April 15.
- PPG meeting on April 20
- LRBOI staff meeting on April 23
- APA conference from April 24-28

Water Program (106 and 319)

Administration Reports/Data Entry

- Continued working on addressing Fish Tissue QAPP comments and submitted the updated comments to EPA for review.
- Received approval for the updated 319 management plan.
- Transferred and organized shared drive water quality data into water quality teams folders.
- COC forms for chemical water samples for transport to GLEC Lab.
- Completed PPG Semi-annual Report #3.
- Uploaded new Secchi data to database.
- Got purchase orders together and contacted labs for May sampling.

Field Work and Equipment Maintenance

- Calibrated YSI
- Custer Culvert check up
- Water quality site check
- Reared EBT search and checkup.
- Replaced the water quality boat trailer lights.
- Prepped bottles for chemical water samples.

- Assisted with water quality sampling for wetlands at Griffith property.
- Monthly water quality sampling at the 17 sites.
- Chemical water samples were taken at 17 water quality sites (lake, river and stream sites).
- Monthly flow/discharges taken at 2/4 stream sites.
- Earth day clean up and tree planting.
- Transported chemical water quality samples to GLEC lab in Traverse City.

Meeting/Training/Travel/Conference Calls (Include Dates)

- 4/2/2026: LRBOI and AQWMS Check in meeting
- 4/7/2026: HOBO water monitoring webinar
- 4/9/2026: EPA Tribal Liaison site visit discussion
- 4/9/2026: EPA-LRBOI Fish Tissue QAPP Discussion
- 4/11/2026: LRBOI Spring Membership meeting
- 4/15/2026: EGLE Didymo in MI rivers webinar
- 4/16/2026: PPG semi-annual report #3 meeting.
- 4/21/2026: EPA R5 Tribal Water Division call
- 4/23/2026: Diamond Dog Turtle Meeting
- 4/23/2026: LRBOI Mandatory Staff Meeting
- 4/28/2026: Tribal/EGLE District meeting
- 4/23/2026: Diamond Dog Turtle Meeting
- 4/23/2026: LRBOI Mandatory Staff Meeting
- 4/28/2026: Tribal/EGLE District meeting

Air Quality Program (Funded by EPA CAA 103)

Administration Reports/Data Entry

- Completed T640 Multipoint Worksheet for monthly check
- Worked on Emissions Inventory QAPP (in-progress)
- Worked on Indoor Air Quality QAPP outline (in-progress)
- Started on Remote Sensor QAPP outline (in-progress)
- Worked on Emissions Inventory (in-progress)

Field Work and Equipment Maintenance

- 03/26/2026: T640 monthly multipoint check
- 03/26/2026: Meteorology monthly multipoint check
- 03/30/2026: Set up ozone and troubleshoot

Meeting/Training/Travel/Conference Calls (Include Dates)

- 04/11/2026: Spring Membership Meeting

Great Lakes Policy Program

Administration//Reports/Data Entry

- LRBOI NRD Website Edits
- Prepared some notes for Regional Administrator Anne Vogel's visit

- Helped review the PPG report and added grant application info

Field Work and Equipment Maintenance

- Assisted with headstarting box turtle hatchling

Meeting/Training/Travel/Conference Calls (Include Dates)

- Tribal-EPA Mining Call (4/2/26)
- Meeting with Frank and Leah about GLPS program (4/7/26)
- MLWP meeting (4/7/26)
- Tribal Forum regarding USFS reorganization (4/7/26)
- Lake Michigan Partnership Work Group Monthly Meeting (4/8/26)
- Personal Vacation (4/9/26-4/17/26)
- Tribal mining call (4/16/26)
- NRD Climate Adaptation thoughts meeting (4/20/26)
- MCD Board Meeting (4/20/26)
- Tribal EPA Water Division Call (4/21/26)
- NRD Aki Earth Day Event (4/22/26)
- Huron Habitat/Species working group meeting (4/23/26)
- Lake Huron Partnership Management Call (4/23/26)
- LRBOI Staff Meeting (4/23/26)
- Tribal/EGLE Gaylord/Cadillac District Meeting (4/28/26)
- Enbridge Line 5 Tunnel - Section 106 Mitigation Discussion (4/30/26)

Planning

Madison Richards

April 2026 Monthly Report

Department: Planning / BIA Roads / Transportation

Prepared by: Madison Richards, Planning & Transportation Department

Reporting Period: April 1–30, 2026

Activities / Accomplishments / Updates

TTIP Coordination & Project Momentum

- Continued coordination with Ken Ockert to review and monitor 2026 TTIP projects.
- Ongoing efforts focused on maintaining project timelines, identifying potential barriers, and preparing projects for implementation as funding and approvals allow.
- Maintained alignment with BIA requirements to ensure projects remain eligible and on track for execution.

AKI Connector Road – Funding & Grant Strategy

- Continued coordination with Jess (Grant Writer) to identify and pursue targeted grant opportunities for the AKI Connector Road project.
- Further refined project scope to align with funding requirements and increase competitiveness for grant applications.
- Ongoing collaboration with external partners, including the Manistee County Road Commission, to explore cost-sharing opportunities and long-term funding strategies.

BIA Roads Program Coordination & Project Management Development

- Continued regular coordination with Ken Ockert (GTEC) to strengthen understanding of BIA funding processes, compliance requirements, and project management practices.
- Ongoing efforts to build internal project management structure and organization to support current and future transportation-related projects.
- Initiated development of internal tracking and organizational systems to improve efficiency, accountability, and project oversight.

BIA Inventory & Program Coordination

- Continued review and organization of BIA road inventory and project eligibility requirements.
- Maintained awareness of limitations related to non-inventory roads and their impact on funding eligibility and project scope.
- Planning for future opportunities to revisit inventory additions as appropriate.

LRCR Service Drive – Safety Planning

- Continued coordination with GTEC regarding potential safety improvements along the LRCR Service Drive.
- Planning efforts remain focused on roadway safety enhancements, including signage, striping, and pedestrian considerations.
- Confirmed that improvements remain limited to BIA-eligible infrastructure.

Housing Coordination – AKI Homes & Future Development

- Continued coordination with Housing to support ongoing and upcoming projects, including:
 - Rebuild of Aki homes impacted by fire damage
 - Planning for potential new duplex developments
 - Roof and window repair projects
- Provided support from a project management and organizational perspective, including communication with contractors and alignment with HUD requirements.

Regional & Statewide Coordination

- Continued participation in weekly and recurring meetings with:
 - MDOT
 - M-22 Pure Michigan Byway Committee
 - Michigan State Planners Group
- Engagement supports awareness of regional initiatives, regulatory updates, and funding opportunities relevant to transportation planning efforts.

GTEC Contract & Budget Status

- GTEC contract remains pending due to required Tribal Council budget modifications.
- Continued coordination while awaiting approval to proceed, ensuring readiness once approvals are in place.

Seasonal & Environmental Considerations

- Frost laws remained in effect throughout April, continuing to limit progress on construction-related activities.
- Ongoing monitoring of conditions to determine when projects can safely and effectively move forward.

Emergency Project Update – Old House Road

- Significant roadway damage occurred following storm events on April 13–14, with conditions continuing to deteriorate due to ongoing weather impacts.
- Conducted site assessments in coordination with internal staff and external partners to evaluate extent of damage and safety concerns.
- Identified multiple areas of failure, including washouts, sinkholes, and active water flow impacting roadway stability.
- Coordinated with the Manistee County Road Commission, which has provided support and confirmed willingness to allow the Tribe to move forward with necessary work.
- Initiated communication with the Bureau of Indian Affairs (BIA) regarding potential eligibility for emergency and/or state funding opportunities.
- Submitted required documentation and reporting; currently awaiting assessment results and funding determination.
- Continued coordination with GTEC and contractors to prepare for next steps pending approvals and funding.

Key Risks / Considerations

- GTEC contract remains pending, impacting ability to fully advance certain projects.
- Frost law restrictions continue to delay construction timelines.
- Limitations of BIA inventory impact eligibility for certain projects and improvements.

- Old House Road conditions remain unstable and may require timely funding and response to prevent further deterioration.

Focus Moving Forward

- Continue advancing TTIP projects toward implementation readiness.
- Further develop and pursue funding opportunities for the AKI Connector Road project.
- Support progression of GTEC contract through Tribal Council budget modifications.
- Maintain coordination with Housing to support project execution and compliance.
- Continue Service Drive safety planning in coordination with GTEC.
- Monitor conditions and prepare for transition into active construction season as frost laws are lifted.
- Continue coordination and response planning for Old House Road, including funding, design, and implementation next steps.

Public Safety
Robert Medacco

Little River Band of Ottawa Indians+A1:J27
Department of Public Safety Monthly Report
April-26

General Patrol	
Assist Citizen	1
Assist Motorist	
Assist Other Agency	2
City Assist	1
County Assist	10
Medical Assist	1
MSP Assist	1
Other Calls for Service	
Property Checks	463
Suspicious Person	2
Suspicious Situation	3
Well-Being Check	1
Traffic/Vehicle	
Abandoned Vehicle	
Accidents	7
Disobeying Stop Sign	
Driving License Suspended	
Expired Drivers License	
Expired License Plate	1
Fleeing & Eluding	
Hit and Run	
MDOP	1
Minor in Car	
Motor Vehicle Theft	
No Proof of Insurance	1
Open Intoxicant	
Other Traffic Citation	1
OID	
OUIL	
OWI	
Parking Ticket	
Reckless Driver	
Speeding Ticket	
Stolen Vehicle	
Suspicious Vehicle	
Towed Vehicle	
Traffic Stop	6
Unsecured Vehicle	
Verbal Warning	5
Warning Ticket	
Processes	
Bench Warrant Entered	
Civil Process (Paper Service)	13
PPO Served	
Federal Docket Ticket	

Criminal Offenses

Animal Neglect	1
Arrest	4
Assault	
B&E	1
Bond Revocation	
Child Abuse	
Child Custody	
Child Neglect	
Contempt of Court	
Counterfeiting/Forgery	1
CSC	
Death	
Disorderly	
Domestic Disturbance	4
Drive-Off	3
Drug Violation/VCSA	3
Elder Abuse	
Embezzlement	
Extortion/Conspiracy	
False ID	
Family Problems	
Felony with a Gun	
Fight in Progress	
Fraud	
Furnishing Alcohol to Minor	
Harassment	
Health & Safety	1
Intimidation	
Intoxicated Person	
Juvenile Runaway	
Larceny	
Liquor Violation	
Minor in Possession	
Missing Person	
Money Laundering	
Motor Vehicle Theft	
Murder	
Neighbor Dispute	
Noise Complaint	
Obstructing Justice	
Possession Stolen Property	
PPO Violation	
Probation Violation	
Property Damage/PIA	7
Public Peace	
Resisting	
Robbery	
Sex Offense	

Criminal Offenses Continued

Sexual Harassment

Shoplifters

Solicitation

SOR Violation

Stalking

Stolen Property

Threats

Unwanted Subject

Miscellaneous

Administrative Hours

256.25

Alarm

1

Attempt to Locate

Boat Dock Checks

Casino Hours

192.25

Civil Standby

Community Policing

1

Court Hours

Death Notification

Drug Disposal

Follow-Up Investigations

9

Found Property

2

Lost Property

Meetings Attended

1

Open Door

Open Window

PBT

Special Detail

1

Suicidal Subject

Total Complaints

52

Total Reports

43

Training Hours

10.5

Transport

Trespassing

1

Tribal Council Meetings

Vehicle Mileage

4542

Voluntary Missing Adult

Training/Travel

Little River Band of Ottawa Indians
Inland Conservation Enforcement Activities
April-26

Administrative Hours	118.75	
Arrest(s)		
Male		
Female		
ATV Patrol Hours		
Assist(s)	8	
Assist Hours	3.5	
Citation(s)	2	
Civil		
Misdemeanor		
City Assist		
City Assist Hours		
City Original		
City Original Hours		
Complaints	10	
Contacts	268	
Court		
Court Hours		
Follow-up(s)		
Follow-up Hours		
Federal Citation(s)		
Hours Worked	333.5	
Joint Patrol(s)		
Marine Time		
Meeting(s)	1	
Meeting Hours	4	
Paper Service		
Possible Trespass		
PR Activities	5	
PR Activities Hours	13.25	
Property Checks	146	
Snowmobile Patrol Hours		
Training(s)	4	
Training Hours	13.5	
Vehicle Mileage	1872	
Vehicle Stops	10	
Verbal Warning(s)	8	
Written Warning(s)		
Training/Travel		

April 14, 2026 Officer Bruce attended Tall Cop training at LRCR.

Little River Band of Ottawa Indians
Great Lakes Conservation Enforcement Activities
April-26

Administrative Hours	30.25
Arrest(s)	
Male	
Female	
Assist(s)	
Boardings	
Catch Inspections	
Citation(s)	
Civil	
Misdemeanor	
City Assist	
City Original	
Complaints	
Contacts	
Court	
Court Hours	
Dock Checks	4
Follow-up(s)	
Follow-up Hours	
G/L Marine Patrol(s)	
Hours Worked	132
Joint Patrol(s)	
Marine Time	
Meeting(s)	
Meeting Hours	
Paper Service	
PR Activities	2
PR Activities Hours	5
Snowmobile Patrol Hours	
Training(s)	2
Training Hours	8.5
Vehicle Mileage	2208
Verbal Warning(s)	
Written Warning(s)	
Training/Travel	

Little River Band of Ottawa Indians
Court Security Activities
April-26

Administrative/Reports		
Hours		
Assist Other		2
Hours		1.75
Court Cases		8
Hours		6.5
Property Checks		13
Hours		3.75
Screenings		102
Hours		14
Contraband		
Weapons		
Denials		
Surveillance		129
Hours		126.5
Training		
Hours		
Transports		
Hours		
Training/Travel		

Tax Office
Valerie Chandler

Tax Department April 2026 Monthly Report

Staff: Valerie Chandler, Tax Officer & MACPRA / NAGPRA Representative
Juli Compeau - Tax Department Administrative Assistant (Temp.)

During the month of April 2026, the Tax Department performed the following:

***Recurring Duties and Accomplishments:**

1. Responded to inquiries and requests from Tribal members and employees regarding the following, but were not limited to:
 - RTM statuses
 - Motor fuel registrations
 - Certificates of Exemptions
 - Proofs of Residency
 - RTM benefits provided by the Tribe/State Tax Agreement
 - Tax Agreement Area boundaries
 - Reservations for the Aki Maadiziwin Tribal Community Center
2. Scanned and filed Tax Department documents such as Proofs of Residency, Certificates of Exemption, financial and tax reports, Motor Fuel Registrations, address changes, Temporary Tribal Business Tax Licenses, and tax returns.
3. Continued to work with Enrollment to ensure the Resident Tribal Member list is updated as tribal members move in, out, or to another location within the Tax Agreement Area.
4. Completed and submitted the Tax Department monthly department report for March 2026.
5. Received, recorded, and filed Blarney Castle invoices for tracking of the Tribe's quota gallons of tax-exempt fuel.
6. Reconciled and monitored tax-exempt motor fuel quota gallons and tax-paid gallons along with tax-exempt inventories.
7. Sent weekly Aki Maadiziwin Community Center calendar of reservations to staff working within the building, to Maintenance for cleaning purposes, and to Public Safety so that they can patrol the area and know when someone should be on the premises.
8. Issued 2 Certificates of Exemption:
 - Purchaser: 2 RTM 0 Tribe/Entity
 - Purchase Type: 1 Vehicle 0 Construction 1 Rec. Vehicle
9. Reviewed 25 Tribal Member address and/or name changes; 3 required updating of the RTM list and database.
10. Prepared and mailed 0 Proof of Residency request letters.
11. Processed 2 Proofs of Residency and documentation.
12. Processed 1 Tribal W-4 form.
13. Processed 12 Motor Fuel Registrations and/or motor fuel database updates.
14. Processed 9 reservations for the Aki Maadiziwin Community Center.

Recurring State of Michigan Department of Treasury Tribal Affairs Interactions:

1. Updated the Resident Tribal Member list and submitted it to the State of Michigan based upon the updates that the Tax Department received. Updates included, but were not limited to:
 - New or re-instated RTMs
 - Deceased RTMs
 - Address changes and/or name changes for RTMs
 - RTMs no longer eligible for RTM status

Recurring Little River Trading Post Interactions:

1. Collected, reviewed, reconciled, and filed daily tax-exempt cigarette logs and receipts from the Trading Post.
2. Collected, reviewed, manually recorded, and filed daily tax-exempt motor fuel logs and receipts from the Trading Post into the Tax Department database.
3. Collected, reviewed, reconciled, manually recorded, and filed OTP (other tobacco products) logs and receipts from the Trading Post.
4. Reported Trading Post errors to the supervisors of the store so that cashiers are better informed and following policies and procedures to ensure compliance with the Tax Agreement and all governmental Tax Ordinances and Regulations.
5. Recorded daily tax reporting of sales, fuel sales, fuel inventory, and Tribal tax exemptions and discounts from the Trading Post.
6. Reviewed and updated the Resident Tribal Member list in the computer at the Little River Trading Post.
7. Reviewed and processed 1,446 Trading Post Motor Fuel and Tobacco receipts for Tribal Member, Tribe, and Casino Resort purchases; flagged and corrected cashier errors as necessary.

Recurring Little River Casino Resort Interactions:

1. Received, reconciled, recorded, and filed March 2025 Tribal tax returns which included:
 - Retail Sales Tax
 - Food & Beverage Tax
 - Lodging & Occupancy Tax
 - Admissions Tax
 - Service Tax

***Varied Duties and Accomplishments:**

1. Processed and issued 7 Temporary Tribal Business Tax Licensees to vendors selling merchandise on Tribal/Trust land.
2. Prepared 3 check requests to refund Community Center deposits to individuals.
3. Responded to multiple phone calls and emails from tribal citizens requesting a copy of their 1099 (referred to Accounting), a copy of their 4013 Annual Sales Tax Credit form and Letter of Verification and from tax preparers wanting to confirm state income tax exemption eligibility.
4. Provided training with temporary departmental Administrative Assistant; training will be on-going as duties are prioritized.

5. Coordinated with the Ogema's office regarding tribal citizens requesting tables to sell crafts at the Spring Membership Meeting.
6. Prepared brochures and information to handout at departmental informational booth at the Spring Membership Meeting.

Varied State of Michigan Department of Treasury Tribal Affairs Interactions:

1. Corresponded with Treasury staff regarding:
 - RTM updates
 - An RTM Annual Sales Tax Credit denial which ended up being due to a new system the State installed and is denying RTMs refunds for an unknown reason; the issue is being investigated.

Varied Little River Trading Post Interactions:

1. Set up new employees in the cigarette database so they are able to log into the computer for tribal member purchases.

Varied Little River Casino Resort Interactions:

1. Corresponded with the Director of Surveillance regarding video reviews from the Trading Post concerning questionable tax-exempt purchases and the need for verification of the purchases.
2. Corresponded with staff regarding an updated copy of a Certificate of Exemption for a vendor.
3. Assisted Audit staff looking for a copy of paperwork from the Trading Post that may have been inadvertently attached to an OTP receipt.

MACPRA / NAGPRA Related Interactions:

1. Reviewed NAGPRA notices of ancestral remains discovered and site dispositions.
2. Reviewed MACPRA minutes and information in preparation for the monthly meeting.
3. Continued to correspond and coordinate with Tribal Historic Preservation Officer, U of M NAGPRA staff, and family of identified remains in care at U of M regarding the plans for returning their loved one home as well as the burial and ceremony.
4. Coordinated burial plans with cemetery sexton for upcoming funeral of repatriated modern ancestor.
5. Assisted with coordinating plans between U of M, tribal citizen and a tribal citizen business to order a headstone for the repatriated modern ancestor.
6. Confirmed lodging reservations for the in-person MACPRA meeting. Expenses are being covered by MACPRA, U of M NAGPRA office, and the Center for Braiding Indigenous Knowledges and Science.
7. Corresponded with fellow MACPRA representative regarding other unclaimed but identified remains being held by U of M. Obtained paperwork to conduct research to determine if the remains belong to LRBOI.

Meetings / Trainings Attended During the Month:

1. Attended Leads meeting to provide departmental update on April 7, 2026.
2. Attended a Relationship Building and Consultation webinar hosted by the Gilcrease Museum on April 7, 2026.
3. Attended the Spring Membership Meeting on April 11, 2026.
4. Attended monthly MACPRA meeting online on April 15, 2026.
5. Attended online meeting with U of M and tribal citizen on April 17, 2026 to discuss further plans for transfer of remains to take place in May.
6. Attended mandatory all-staff meeting and training on April 23, 2026.
7. Attended online IRS VITA grant informational webinar on April 30, 2026.

Statistics:

Total Registered Resident Tribal Members (RTMs): 253

- Manistee County: 242
- Mason County: 11

Monthly Tax Revenue*:

***March 2026 amounts received in April 2026**

- Retail Sales Tax (Gift Shop) \$1,728.86
- Retail Sales Tax (The Spa) \$47.78
- Service Tax \$989.68
- Lodging & Occupancy Tax \$7,911.60
- Food & Beverage Tax \$28,355.76

Tribal Member Tax Exemption Rates ("Discounts") for May 2026*:

***Gasoline and Diesel tax exemption rates are equal due to state legislation that eliminated the sales tax on fuel and increased the motor fuel tax, effective January 1, 2026.**

- Gasoline: \$0.524/gallon
- Diesel: \$0.524/gallon
- Cigarette Pack: \$2.00/pack (\$.12 more for non-RTMs which is for 6% sales tax on the \$2.00 exemption; RTMs do not pay sales tax)
- Cigarette Carton: \$20.00/carton (\$1.20 more for non-RTMs which is for 6% sales tax on the \$20.00 exemption; RTMs do not pay sales tax)
- OTP (Other tobacco products*): 32% of wholesale price

***Cigars, chew, snuff, loose tobacco, and cigarillos. Excludes promotional products, vaping products, and other non-tobacco products (rolling papers/tubes, rolling devices, hemp products, nicotine products, etc.)**

**Tribal Historic Preservation
Corey Wells**

Department – Tribal Historic Preservation

Department Head and Title - Corey Wells, THPO

April 2026 Department Report

1. Department Overview

- **MISSION:** Our mission is to preserve the Tribe's cultural heritage and bring that heritage back into living memory by preserving not only the historic, cultural and religious properties but also the Tribes language, traditions and cultural life.
- **GOALS:**
 - ▶ Management, research, interpretation, protection and development of sites of historic, cultural or religious significance on Tribal lands. Consult with Federal, Tribal, State and Local agencies to ensure compliance with historic preservation responsibilities.
 - ▶ Ensure Anishinaabe Bimaadiziwin Kinomaadiziwin (Life teachings) and Anishinaabemowin (language) are continued for the Little River Band of Ottawa Indians and other entities
 - ▶ Coordinate cultural, historical and traditional events of Tribal entities.
 - ▶ Hold events that support and preserve the culture and language of the Tribe.
 - ▶ Management and maintenance of Tribal Archives and collections.
- **OBJECTIVES**
 - ❖ Respond to NHPA, NAGPRA and related requests and issues.
 - ❖ Inventory historic properties, items or collections and archives for preservation.
 - ❖ Produce video, written, or online resources to enhance and preserve the culture and language of the Tribe.
 - ❖ Create capacity of the Historic Preservation Department to complete mission and goals through policy, procedure and facilities development and appropriate training.
 - ❖ Seek Grant funding where and when appropriate.

2. Department reporting section.

- Departmental staff completed the following tasks during the report month:

Tribal Historic Preservation Officer accomplished the following during the month:

1. Responded as appropriate to requests from outside agencies (US Dept. of the Army. USFS & MDOT) by both letter and e-mail regarding historic and cultural site impacts per NHPA, NEPA, ARPA and NAGPRA by researching sites using the Tribe's information files and maps to determine possible impacts.
2. Responded as appropriate to requests from outside firms (Huron Engineering, Holland Engineering, Trileaf Engineering, ect) by both letter and e-mail regarding historic and cultural site impacts per NHPA, NEPA, ARPA and NAGPRA by researching sites using the Tribe's information files and maps to determine possible impacts.
3. Attended a meeting with Michigan State University for collections search to identify collections that need to be returned to LRBOI (ongoing monthly for 1000+ artifacts).
4. Meeting with University of Michigan for ancestor repatriation.
5. Consultation with Field Museum of Chicago on ancestor remains. (Ongoing)
6. Meeting with Wisconsin State University on ancestor repatriation.
7. Ancestor Repatriation meeting with University of Wisconsin. (Ongoing)
8. Various meetings for cultural and historical input and advice with departments.
9. Enbridge Line 5 meeting prep on sociocultural issues caused by Line 5
10. Enbridge Line 5 Corp or Engineers meeting.

11. Meeting with LTBB (THPO) on Line 5 updates
12. MACPRA monthly Meeting (Ongoing)
13. Sugar Making Class at AKI
14. Researched information on cultural artifacts.
15. Started Sugar Bush Operations, currently 1900 gallons of sap boiled
16. Started Saturday Sugar Bush Classes
17. Membership Meeting Prep Work
18. Membership Meeting booth.
19. Worked on upcoming new museum exhibits.
20. Meeting with Princeton University on ancestor return. (Ongoing)
21. Conducted ceremonies, and cultural guidance when asked.
22. Worked to update analog audio and video files to digital format.
23. Consulted tribal families on funeral arrangements and practices.
24. Consulted tribal members regarding cultural matters.
25. Consultation with the Henry Ford Museum on Ancestor Repatriation.
26. Attended Employee Staff Meeting/Training

The Language Coordinator accomplished the following during this month:

1. This position is currently vacant. (duties fulfilled by THPO)
2. Provided updates to the language website
3. Provided Language guidance for various LRBOI Departments
4. Provided cultural guidance for various LRBOI Departments
5. Provided Language guidance for City of Newaygo

Travel, training and budget expenses

Departmental staff note training and travel in their individual reports, there were no departmental level travel during this report period nor department level training.

Utilities

Gary Lewis

Utilities Department
Gary M. Lewis, Utility Director
April 2026, Department Report

I. Department Overview

MISSION STATEMENT

...Is to identify the requirements of our customers & earning their respect by communicating openly, clearly, courteously, and promptly to any issues that may arise.
 ...to exercise our sovereign powers by, providing excellent quality water & sanitation services in accordance with LRB Utility Ordinance, the U.S. Safe Drinking Water Act, & other applicable laws that are beneficial to the safety of the Citizens of the Little River Band of Ottawa Indians & Patrons utilizing our facilities.

II. Department reporting section

- Sampled and submitted routine bacteriological samples to U.S. EPA for Total-coli form and e-coli for the water distribution system. Samples were absence of presence for total-coli form / e-coli.
- Continuing to sample for Covid-19 in wastewater
- Ongoing projects - Headworks, PER Lagoon, MOU IHS Safety Grate / Generator, Rate Study

Billing

Water	\$11,565.43
Sewer	\$20,277.74
Irrigation	\$1,813.28
Fire Suppression	\$8,069.33
Manistee Township Sewer	\$14,613.96
Septage	\$8,973.60
Other	\$200.00
Month Total	\$65,513.34
Yr. to Date Water	\$46,596.89
Yr. to Date Sewer	\$82,610.76
Yr. to Date Irrigation	\$7,246.07
Yr. to Date Fire Suppression	\$32,277.32
Yr. to Date Manistee Township	\$61,204.35
Yr. to Date Septage	\$20,567.76
Other Revenue	\$2,848.94
Credit	\$0.00
Yr. to Date Total	\$253,352.09

- 1. Well House Pumping in Gallons**
 - Total Flow Gallons**
 - a. 2,361,555**
 - b. Ave Daily Flow Gallons 76,179**
- 2. Gallons of Treated Wastewater SBR**
 - Influent Gallons**
 - a. 3,096,212**
 - b. Daily Average Gallons 103,207**
 - Effluent Gallons**
 - a. 3,316,907**
 - b. Daily Average Gallons 110,564**
 - Lagoon**
 - a. Influent 300,549**
 - b. Daily Average Gallons 10,018**
- 3. Septic Sewage**
 - a. 149,560 Gallons**

III. Travel/Trainings/Meetings

What: MTERA Board Meeting
Who: Gary Lewis
Where: Zoom
Sponsored by: MTERA

What: Leads Meeting
Who: Larry Romanelli, Mary Thomas, William Willis, Tara Bailey, Gary Lewis
Where: Law Library Conference room

What: Interview
Who: Various Hiring Teams, Gary Lewis
Where: H.R. Conference Room

What: Clinic Review
Who: Clinic Transition Team, Rosalinda Johnston, Gary Lewis
Where: Law Library/Teams

