

**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 *abl*
Naangwa: Date: September 15, 2026
Maanda Nji: Re: August Operations Report

We respectfully submit the August 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

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

TABLE OF CONTENTS

Accounting	Vacant CFO
Commerce	Jim Wabindato
Education	Yvonne Parsons
Elder Meal Program	Janine Codden
Enrollment	Diane Lonn
Facilities	Rusty Smith
Family Services	Janeen Codden
Food Distribution	Nickie Ward
Grants	Jessica Steinberg
Health	Vacant Director
Housing	Tara Bailey
Human Resources	Vacant Director
Information Technologies	Vacant Director
Legal Assistance	Mary Witkop
Members Assistance	Janeen Codden
Natural Resources	Frank Beaver
Planning	Madison Richards
Public Safety	Robert Medacco
Tax Office	Valerie Chandler
Tribal Historic Preservation	Corey Wells
Utilities	Gary Lewis

**Accounting
Vacant CFO**

Finance Division

Cindy Dunham-Tozer, Controller

August 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, currently at 11.
9. Auditors on site for last two weeks of the month and all staff have been actively engaged in the FY 2025 audit work.

II. Department Reporting Section

AUDIT 2025

All staff have been assigned tasks and been engaged with the FY 2025 audit. Auditors were on site for the last two weeks of the month in July and work is continuing with the auditors to complete the audit meeting with the auditing team via zoom meeting once a week.

Staff Accountant I

Duties and Activities –

65	Cash Receipts entered
3	Bank Deposits processed
7	Journal Vouchers Created/Entered (44 Doc)
174	Journal Vouchers Reviewed, Approved, and Posted (785 Doc)
21	A/P Check batches Reviewed and Approved for processing (303 Invoices)
7	Positive Pay Reports Uploaded to PNC for check runs
10	Requests from Family Services processed (18 Visa Cards, 6 Gas Cards, 4 Meijer Cards & 4 Bus Pass Pkts., and 5 CCDF Amazon Cards)
6	Requests from Members Assistance processed (28 Visa Cards for food)
2	Requests from Ba Da Bein processed (6 Gas, 1 Meijer, 3 Visa Cards & 0 Bus Pass Pkts.)
0	Requests from Ba Da Bin Mental health processed (Gas Cards)
1	Requests from Family Spirit processed (5 Meijer Cards)
1	Received \$50 Visa, for Aki Community Picnic
10	Received 10 Amazon Gift Cards for Family Services

Special Tasks, Meetings Held or Attended –

Accounting Audit Meeting
Audit Work

Staff Accountant II

Duties and Activities –

158	Journal Vouchers Created/Entered
13	Bank Reconciliations Done
11	Journal Vouchers Reviewed, Approved, and Posted
30	A/P Check batches Reviewed and Approved for processing

Special Tasks, Meetings Held or Attended –

Accounting Audit Meeting
Reconciled the Fund Accounts for 2025
Reconciled the Government Accts for 2025
Entered all Pharmacy sales for Manistee & Muskegon
Reconciled all AR for Audit
Reconciled funds for SEFA
Reconciled Funds not on SEFA
Did Reports for March, April, part of May for FS

Payroll

Duties and Activities –

435 Payroll vouchers/checks processed
19 PAF's verified
2 New hire verifications
6 Terminations processed
2 Payrolls processed
2 Federal tax deposits made
1 Local tax payments made
2 State tax payments made
1 Aflac invoice reconciled and payment made
9 Per cap/GWE checks reissued

Special Tasks, Meetings Held or Attended –

7/15 - current Financial audit continued
8/1-8/31 Payroll/Finance Clerk training continued
8/12 Payroll /HR bi-weekly meeting
8/19 Audit update meeting

Payroll/Finance Clerk Additional Tasks Performed

12+ Months reconciliation of healthcare benefits, payments and accruals
122 Payments by check recorded/deposited
25 Cash payments recorded and prepared for deposit

Accounts Payable

Duties and Activities –

576 Invoices entered
516 Checks written, scanned & mailed
0 Problems with information for check requests & invoices for PO's
6 Checks voided or spoiled
9 PO's liquidated and scanned

45	Check requests written
259	Checks logged in CR Log
27	Address and name changes
9	Court ordered garnishments scanned
427	Revenue & Expense Reports emailed
2	Requisitions written
12	Journal entries scanned
4	Tasks for Staff Accountants
7	Cardinal Health Journal Entries

Special Tasks, Meetings Held or Attended –

8/11/2026	18 Check Packs TC Internal Audit (B. Pringle)
8/18/2026	4 Check Packs TC Internal Audit (B. Pringle)

Purchasing, Mail, and Travel

Duties and Activities –

227	Number of purchase orders entered in the accounting system
6	Number of contracts processed
11	Number of Tax Exemption Certificates generated for purchases
3	Number of purchase order cancellations
1	Number of requisitions rejected
0	Number of out of compliance purchases
2	Number of new accounts
8	Number of renaming or merging of vendor id's
23	Number of W-9's processed
1	Number of Native American Preference Certificates issued
3	Number of certified mailings
3	Number of bulk mailings
22	Number of travel arrangements made
10	Number of registrations completed
5	Number of Flights booked
1	Number of Tax Exemption Certificates generated for lodging
24	Number of Travel Closeouts completed
\$2,010.37	Total savings from research and price negotiations
\$1,509.71	Total postage used

Purchasing, Travel, and Mail Manager Activity--

8/3-8/11	Created Purchasing Checklists for Supplies, Equipment, and Furniture and Contractual Services
8/3-8/12	Created Purchasing Flow Charts for Mirco, Small, and Purchases exceeding \$25,000.00
8/4	Work session Purchasing and Procurement Regulation
8/4	Work session on Native Purchasing Group Membership Agreement
8/5	Agenda on Native Purchasing Group Membership Agreement

- 8/10 Updated travel forms to reflect current POV rate
- 8/10 Agenda review on revisions to Purchasing Regulation
- 8/11 Housing Department Planned Projects Meeting
- 8/12 Agenda on revisions to Purchasing Regulation
- 8/12 Solicited RFP for Housing Vehicle
- 8/14 Meeting with Native Purchasing Group
- 8/18 Training Meeting with WIPFLI
- 8/18 Updated policies to reflect changes made to Purchasing Regulation
- 8/20 Drafted Lobbying policy
- 8/24 Solicited RFQ for painting services
- 8/24 Updated purchasing policies as recommended by WIPFLI

Special Tasks, Meetings Held or Attended –

- 8/3/2026 - 8/21/26 Solicited RFP for Housing Needs Assessment
- 8/3/2026 - 8/21/26 Solicited RFP for Housing Homeownership Developer

Receiving

Duties and Activities –

- 513 Packages received
- 217 Receiving reports
- 0 Items sent out for credit
- 59 FedEx packages processed for shipment

Special Tasks, Meetings Held or Attended –

- Daily Mail and departmental order deliveries

Budget Coordinator

Duties and Activities

- 35 Agenda items prepared for Tribal Council Meetings
- 11 Budget modifications
- 29 Prepared and submitted draw downs
- 6 Prepared and submitted financial status reports to agencies
- 146 Prepared journal entries for grant and department compliance
- Worked on 2027 budget submission for the September 1st deadline

Special Tasks, Meetings Held or Attended –

- 8/1 Held Budget Hearing at Aki maadiziwin
- 8/3 Attended Agenda Review via ZOOM
- 8/4 Attended 3 work sessions with Council regarding TRBVS/CVSF/FVPSA applications in Janeen Gannon's absence
- 8/5 Attended Tribal Council Meeting via ZOOM
- 8/5 Met with auditors
- 8/10 Attended Agenda Review via ZOOM

8/11 Met with leads regarding budgets
8/19 Attended meeting with IHS via ZOOM
8/19 Attended meeting with auditors via ZOOM
8/24 Attended Agenda Review via ZOOM
8/26 Attended Tribal Council Meeting via ZOOM

Grants

- ∞ **Research:** Continue to utilize webinars to learn Federal grant policies and procedures, reporting guidance for the various Federal Agencies.
- ∞ Coordinate and collaborate with Tribal grant writers and department heads.
- ∞ Complete Closeouts on grants that have completed their lifecycle.

Expenditures Update

Total year-to-date expenditures for the Finance Division through August 2026 are \$957,539.26 but there is no comparison to an annual budget as Tribal Council has not approved the FY 2026 budget.

Commerce Department
Jim Wabindato

Department of Commerce Monthly Report –August 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 Department and staff continue their evolution to redefine programs and services that meet the needs of the Band, its tribal citizens, and our communities. Department goals are available upon request.

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

- GIS Manager job did not generate sufficient applicants, and am considering alternative routes to fulfill Band needs; additional support is being solicited from Tribal GIS, a national organization, to help LRBOI assess its current resources and plan for Tribal-wide deployment in late 26 and into 2027;
- Spent time in August on approval for FY27 Department plans and budgets;
- Continuing to conduct policy research to assist the Band to review, update, add to existing laws and regulations related to economic activity;
- Addressing goal of collaborating with executive and department directors to identify data and data management needs for program administration and policy development;

Meetings, Conferences, and Trainings

- Conversation's with Commerce Meeting (8/11): Discussed status of LRRCR and the gaming industry in general; Registration was 17 with 9 attendees;
- Federal Reserve and Center for Indian Country Development (8/4); STEM Field Day with SEEDS and LRBOI (8/20); Director's Meeting: FY 2027 Budget (8/27); First day of online GIS class with National Tribal GIS (8/31).

Challenges and Known Issues

Will continue to work on facilitating a strategy for Commerce, Executive Departments, and the Band collaborative data collection.

Workforce Development (WFD)

Projects, Tasks, and Activities Update

- Update Program guidance and develop SOPs for WFD program
 - Workforce Development Program applications finalized.
 - Outreach materials are being refined.
 - Client have questions about the reimbursement model.
 - FAQ section added to CAR/A application packet.
 - Questionnaire/discussion form for AWE creation updated to guide Directors.
- Completed 1, 3, and 5 year strategic plan for Workforce Development Office
- Coordinating with HR To create a Skills Repository
 - WFD-based information gathered from applicants during intake
- Highlights from Client Contacts received this month [4 – None in person]:
 - Two (2) client applications; \$300 in funds dispersed in August to existing client.
 - Career Assistance and vocational training. Applications sent; No response yet.
 - Development and Training for current LRBOI employee. Staff member is waiting on a conversation with their supervisor before completing the process.
- Inquiry about the availability of grants to expand her business. Appears to be more of a SBD client, but will meet to verify. Teams meeting has been scheduled to discuss course of action based on findings.
 - Searched for available local and national funding opportunities.
- Developing a training package for administrative employees experiencing downtime as part of the development plan for the current Tribal workforce
 - 20- 30 hours self-guided instruction; Coordinating with HR to establish an employee accessible location on Bamboo
 - Initial training package (20 hours) titled “AI Foundations for Administrative Work”; One to two modules per day should provide two – three work weeks of learning activity
- Developing a comprehensive, basic level financial literacy training course.
 - Used with clients who indicate on their initial WFD application that they are interested in developing more skill in personal financial management.
 - Lessons 1 and 2 sent to first client. No feedback received so far.

Meetings, Conferences, and Trainings

- No substantial activities to report.

Challenges and Known Issues

- Lack of response from clients to follow-up attempts persist.
- Clients appear to believe that once they have called the WFD office, their expressed needs will be met without any further action on their part, including completing applications for WFD programming.

Program Activity (at a glance)**Current Month (August)**

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	0	\$0	1	\$300	0	0	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	\$1000	0	\$0	1	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	6	\$1,500	5	\$900	3	1	2
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	2	\$2,000	0	\$0	1	0	0
Total	8	\$3,500	5	\$900	4	1	2

Tribal Enterprises (including LRH)

Projects, Tasks, and Activities Update

- No substantial activities to report.

Meetings, Conferences, and Trainings

- No substantial activities to report.

Challenges and Known Issues

- Working with Ogema's Office to identify most appropriate relationship between LRH, Tribal Council, 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. Working to identify legislative sponsor.
- Developing and adopting the laws will take the rest of 2026 and into 2027.

Meetings, Conferences, and Trainings

- No substantial activities to report.

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

No substantial activities to report.

Meetings, Conferences, and Trainings

No substantial activities to report.

Challenges and Known Issues

Inconsistent and isolated sets of records management and storage policies make tracking down Band records difficult. Separately, more Commerce, WFD, and land records have been reviewed and are being processed.

Education
Yvonne Parsons

Education Department

Yvonne Parsons, Education Programs Coordinator

August 2026 Department Report

I. Department Overview

- **Yvonne Parsons, Education Programs Coordinator**
- **Debra Davis, Education Department Office Assistant**

II. Department reporting section

- **LRBOI Student Services: 9 students received school clothing/activities funding for 2027, totaling \$4500. 1 student received driver's training assistance totaling \$300**
- **Higher Education Scholarship: 10 Higher Education Scholarships were processed for August. Total awards were \$33,900, providing assistance to 3 community college students and 7 university students. 8 students were female, 2 were males.**
- **College Book Stipend: 18 book stipends were awarded during the month of August totaling \$9700. 1 for being enrolled in 1-3 credits, 4 for being enrolled in 4-8 credits, and 13 students received stipends for being enrolled in 9 or more credits.**
- **Miscellaneous Information: processed Michigan Indian Tuition Waivers, and took numerous phone calls and emails regarding student school clothing checks, book stipends and scholarships.**
- **25th Anniversary Monarch Rearing and Release project happened this year in July and August**
- **Adult Craft Session at Community Center August 26, 8 participants in an wire wrap stone air plant workshop**

Meetings attended:

August 19: Brief meeting with Madison Richards regarding a youth project

August 27: Director's Meeting

Justification

- **Activities performed and services rendered fall within budgeted items for the 2026 fiscal year.**

Elders Meal Program
Janeen Codden

TITLE VI PROGRAM (ELDER MEALS/SUPPORT)

New Title VI Coordinator Hired: Jennifer Carver

Aki Congregate Meals: 230

Delivery/Grab and Go: 141

Activity: Bingo 15 Elders participated

Ellis Building (Muskegon) Congregate Meals: 40

Take out: 12

Activity: Bingo 16 Elders participated

Elders in Muskegon are being served lunch twice a month with one of those days being bingo.

Elders in Manistee are served lunch Monday – Thursday. One Friday a month is Bingo.

New Title VI Coordinator is looking at expanding the Elder programming to include supportive services to coincide with the FY 2027-2029 grant's scope of work.

Enrollment
Diane Lonn

ENROLLMENT DEPARTMENT REPORT

August 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 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 for Health Clinic, Family Services, Courts, Election Board, Casino
- Doing preference status for descendants and spouses 4
- Sending out information on members to DHS and low-income housing complexes.
- Inputting files into data base

Duties Performed

- Created 98 New or replaced Tribal I.D.s from 08/01/2026 through 08/31/2026.
- 148 Address changes from 08/01/2026 through 08/31/2026.
- Final rejection letters 0
- Final acceptance letters 0
- Final disenrollment certificates 0
- Provisional Rejection letters 0
- Provisional acceptance letters 0
- Notice of blood quantum reduction letters 0
- Notice of disenrollment 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 08/01/2026
- List request of Membership 1
- Label request of Membership 1
- Statistical request – Tax Department
- Inputting files into new data base

Department Verifications

- Clinic 0
- Human Resources 0
- Prosecutors Office 102
- PRC/EHAP 0
- Members Assistance 3
- Utilities 0
- Food Distribution 0
- Casino 2
- Family Services 07
- Tribal Council 0
- Natural Resources 0
- Education 4
- Gaming 0
- Work Force Development 0

Ordering/Correspondence

Enrollment verifications to other tribes 0

Sent out Per Cap Earnings information 21

2 Tuition Waiver Verifications

497 phone calls logged.

Total Tribal Members Living in:

9 County Area -1563

Outside 9 county -2249

Inside Michigan- 2518

Outside Michigan- 1294

Undeliverable Addresses -9

0-17 – 223

18-54 – 1966

55 + - 1623

Number of deceased members during August --- 3

Facilities
Rusty Smith

2026 August Maintenance Department Report on Operations and Maintenance Activity

Supervisor Rusty Smith

Submitted by De-Ahna Underwood, Office Manager

The mission of the Maintenance Department is to provide the best possible service to LRBOI employees, visitors, and the community with our available resources.

I. Department Overview

Goals & Objectives

The Maintenance Department strives to provide quality services to ensure an aesthetically pleasing, clean, accessible, working environment that promotes safety and wellbeing for employees and visitors.

- 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 maintain a safe and clean work environment.

II. Department Reporting Section

Maintenance Activity

- Attended work sessions for FY2027 budgets for Maintenance, Government Buildings, and Property Management.
- During the month of this reporting period twenty-three (23) work orders were generated.
- Ten (10) vehicle work orders were completed.
- Preventive maintenance on 3 of the departments riding lawn mowers

Equipment Report

Equipment	Asset ID	Department/Building	Maintenance Type	Action Taken
Fire Safety	Alarm	Justice	Preventive	Annual Inspection-Alarm
Fire Safety	Alarm	Aki	Preventive	Annual Inspection-Alarm

Fire Safety	Sprinkler	Govt CTR	Preventive	Annual Inspection-Sprinkler
HVAC System	RTU#3	Ellis	Preventive	PM completed and
HVAC System	RTU#3	Ellis	Corrective	Replaced economizer control, motor and confirmed operation
HVAC System	AC Condenser	Ellis	Corrective	replace dual capacitor
HVAC System	RTU#4	Ellis	Corrective	2lb added
HVAC System	RTU#2	Ellis	Corrective	2lb added
HVAC System	HP#1	IT/Govt CTR	Differed	Adjusted temps and dampers
HVAC System	RTU-SL	Ellis	Preventive	Installed wireless board into unit, touchscreen thermostat
HVAC System	RTU#1/#2	Govt CTR	Corrective	replace capacitors
HVAC System	RTU#2	Govt CTR	Corrective	Contact VDM, on-site and ordering belt
HVAC System	RTU#3	Interim Casino	Corrective	Contacted Vendor
HVAC System	RTU	Hackley	Preventive	Spring PM
HVAC System	Plant Controller	Govt CTR	Corrective	Replaced Module, found glycol levels low for field
HVAC System	Geo	Govt CTR	Corrective	glycol pumped into system

III. Budget Expense Justification

All planned purchases and budgeted expenditures were completed within the anticipated timeframes.

IV. Travel and Training

N/A

End of Report

Family Services
Janeen Codden

Family Services Department-August 2026

The Family Services Department continues to progress forward with the implementation of the new software program. Intake, Case Managers, Behavioral Health, Members Assistance, Elder programming (meals/supportive services), and Victim Services Program, are now "live" with our new system. We have started to enter clients, past and present, and uploading file documents. The last program for scoping is Family Spirit which will begin on September 24th on Thursdays from 9am-11:00am.

- **Current vacant positions:**
 - Substance Abuse Counselor- No candidates
 - Mental Health Counselor- Interviews are being scheduled
 - Peer Recovery Coach – Interviews are being scheduled
 - Members Assistance Program Specialist- Vacancy has been filled with a Tribal
 - Victim Advocate-Interviews are being scheduled
 - Victim Services Program Manager-Interviews are being scheduled
 - Title VI Coordinator – Vacancy has been filled
 - Cafeteria Worker – Job has been posted – no applicants to date.
- **Quality Initiatives planning** continues with the use of Child Care Development Funding (CCDF). Culture and language the focus. A Halloween event is in the planning stages for October, hope that it will be well-attended as last year.
- **Monthly 1:1 Supervisions** will resume in October. Monthly Supervisions were put on hold due to low staff and many extra duties needed to be covered. 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 September 28, 2026, at 10:00am-11:30am. Supervisor meetings will resume starting the first of the year 2027. Staff Training / Community Partner Collaborations are ongoing. The Family Services Department has started a strategic planning process, planning 2027-2031. The planning for each year will focus on programming, training, and staffing. Currently the planning is just with the FS Staff, however, to collaborate with other LRBOI internal departments and collaborative partners will be forthcoming.
- **Program Development** such as FSD internal SOPs and Policies continue at a slow pace due to low staffing; however, progress continues to move forward as to not cause disruption in services to Members and their families

FAMILY SERVICES CASE MANAGEMENT / INTAKE SERVICES

Services Only

Continued Cases: 38
New Cases/Intakes: 5
Closed Cases: 3
Total referrals: 4
Client face to face contacts: 52
Total related phone calls, emails, text messages: 193
Transportation time: 45hrs
Direct Service hours: 76

ICWA Related

Continued Cases: 6
New Cases/Intakes: 1
Closed Cases: 0
Total referrals: 6
Client face to face contacts: 110
Total related phone calls, emails, text messages: 128
Transportation time: 52hrs

Meetings

Staff meetings 1
Program Case Reviews: 1
1:1 Supervisions: 0
Community Collaboration Meetings: 4

Staff Development / Training

Virtual training: 2
In person conferences: 2
Events: 2

Victim Services Program

PROGRAM CASE MANAGEMENT & ADVOCACY STATISTICS

Continued Cases	13
New Cases	4
Closed Cases	0
Total Referrals and Contacts Received	2
Client Face to Face Contacts	9
Client-related Phone, Email, and Text Contacts	35
Client-related Direct Service Units Provided by Advocates	181
Client-related Accompaniment Provided by Advocates	2

MEETINGS

Staff Meeting(s)	2
Program Case Reviews	0
Supervision	0
Community Collaboration Meetings	5
Other Meetings	1

STAFF DEVELOPMENT/TRAINING

Virtual Training	0
In Person Training and Conferences	3
VSP Sponsored Training Events	3
Other Trainings	0

OUTREACH & NETWORKING EFFORTS

Creation of Program and Outreach Materials	1
Event and Training Planning and Preparation	1
Community Table Events	1
VSP Sponsored Community Awareness Events	0
VSP Presentations	0
Networking Activities	3
VSP Website Updates	0

BE-DA-BIN BEHAVIORAL HEALTH PROGRAM

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 7 client sessions this month.

Autumn completed the Backpack give away event with help from other staff. She put in her 2 weeks' notice around the first of the month.

Angela Schwandt has 38 clients. She had 43 individual sessions, 61 follow-up calls, 1 referral to outpatient counseling, and 7 telepsychiatry appointments. She discharges 4 clients and one new client. She attended the Family Services Staff meeting, SAPC meeting, and assisted with Eider's meals. Angela had some time off this month.

Dottie Batchelder-Streeter currently has (32) 23 clients and 9 Recovery Support clients. She had 2 detox referrals and 3 referrals to an inpatient facility. Dottie had 18 individual sessions and 54 follow-up calls. She helped with Elders meals and telepsychiatry on August 18. She attended and spoke at the Overdose Awareness Community Event on August 14, 2026, with 150 in attendance. She has been very busy with the TOSF grant trying to complete what we can before end of September. Some projects were left in limbo with the Prevention Specialist leaving suddenly projects undone. She worked on the approval to submit for the TOSF 2027 through the State of Michigan. She attended the SAPC meeting (co-chair of group) and finished planning for the Suicide Prevention event for September 9, 2026, and also has the Food is Medicine/Traditional Foods in the planning. The GONA has been tabled to another year.

Dottie took time off this month for family medical issues.

Angela and Dottie are using the NewOrg system.

Next Monthly Report will show statistics from the new software system

FAMILY SPIRIT PROGRAM

Current Clients: 68

New Clients (August): 2

Closed: 11

Total Visits

Name	Total Visits	Form Type
Holly Lindsey	2	Prenatal Visit/Encounter Form
Holly Lindsey	17	Postpartum Visit/Encounter Form
Holly Lindsey	10	Child Visit/Encounter Form
Holly Lindsey	8	Fathers and Others Visit/Encounter
Grand Total	37	

COMMUNITY INTERACTIONS	Spoke to community members about a weaving class. Spoke to community members about moccasin making and ribbon shirt/skirt making. A tribal citizen reached out asking to receive services.
DISTRIBUTION OF SUPPLIES	4 size 6 diapers/ 10 baby wipes/ 10 toilet paper/ 6 cleaning wipes/ 2 hand soap/ 20 laundry soap packages/ 2 dish soap/ 4 back packs/ 3 size 4 diapers/ 3 roll trash bags/ 1 sight card/ 1- 3 pack sippy cups/1 vacuum/ 1 pan set/ 1 emotional control cards/ 2 head phones/ 5 kids head phones/ 2 size 3 diapers/1 6T 7T pullups/ 5 xl pullups/ 2 fridge locks/ 2 cabinet locks/ 2 lactation drink mixes/4 size 7 diapers/ 2 size 5 diapers/ 4 5T ST pullups/ 2 water bottle/ 2 ChapSticks / 2 pants/ 2 bottles/ 1 climbing playset / 3 packages markers/ 1 crayon box/ 2 scissors/ 4 pencil grips/ 5 water bottles/1 yoga book/ 6 vitamins/2 water bottle spouts /2 paper towel
WEBINARS TRAININGS	Home visiting conference
CULTURAL/ COMMUNITY EVENTS	N/A
CLIENT INTERACTIONS WITHOUT A FORMAL VISIT	Three phone calls with a tribal member that did not constitute a formal visit.
INTEROFFICE REFERRALS	1 from Family Services
COMMUNITY EVENT SUPPLIES	N/A

Food Distribution
Nickie Ward

Food Distribution Program

August 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.

We Currently have:

94 Households

173 people we serve

2 new applications sent

0 new households

25 Food drops

10 pick and pack

140 shoppers

9 recertifications

3 did not recertify

Accomplishments

Got September Truck order placed

All invoices sent to Kathleen and are up to date

Inventory done for month of August

152 reports turned into the USDA

September Calander done for clients/upcoming closings/upcoming classes

O.O.D for the month of August done

Received new 3 door produce cooler for fresh products

Turned in FY 2027 Budget to the USDA

Nutrition Program

Together we Grow (Youth Class) Manistee FNC: (8-5-26)

Together we Grow (Youth Class) Manistee FNC: (8-12-26)

Spice it Up Class Muskegon Ellis Building (8-13-26)

FDPIR Client Lunch (8-14-26)

Midwest Regional meeting and training (8-17 thru 8-21)

Signed up Elders for Project Fresh

Meetings

8-10-26 meeting with Tara M. going over EWS

8-11-26 meeting with H.R.

8-12-26 USDA meeting for FFAVORS

8-13-26 Meeting with Kathleen B. to go over budget

8-14-26 Meeting with Tara M., Mindi S., Don R., and Jessica S. for 1st biweekly meeting for requirements for supervisor positions

8-17 thru 8-21 Midwest Regional meeting and training

8-25-26 work session with council for FY 2027 budget approval

8-25-26 USDA Operation Call

8-26-26 Council approval for FY 2027 budget USDA

8-27-26 Director's meeting Government center Lodge

8-28-26 2nd biweekly meeting for requirement for supervisor position with Tara M. and Jessica S.

8-31-26 conflict and resolution training

Nicole Ward

Little River Band of Ottawa Indians

Food Distribution Department

Supervisor

Grants
Jessica Steinberg

LRBOI Grants Department

Monthly Report of Activity – August “Manoominmike-giizis, Wild Ricing 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 August 2026

Assigned tasks/current funding opportunities:

- Michigan Department of Health and Human Services (MDHHS) Rural Health Transformation (RHT) ongoing: MDHHS has created a set side (5%) of the state’s total award of \$173 million. LRBOI’s portion is \$665,878, for rural health innovations.
 - 08/05/2026: MDHHS informed LRBOI that a Primary Project Officer must be assigned to the RHT grant to perform the essential duties of reporting on the progress of the goals and objectives of the proposed scope of work. The Grant Writer Communicated the same to the Tribal Manager. Once this individual is designated, final RHT plan submission review can conclude.
 - 08/12/2026: Grant Writer notified regarding the assigned Primary Project Officer for the RHT grant. The grant proposal was sent to the Ogema for final approval and submission to MDHHS. The Ogema is the authorizing official for grant submissions for LRBOI.
 - 08/18/2026: Grant Writer received an email regarding a ‘critical error’ in the RHT grant submission; three of our service delivery area counties (Muskegon, Kent and Ottawa) are considered ‘metropolitan population districts’ and do not meet the definition of rural health designated populations; they must be

taken off the service delivery area list, and the grant funding is prohibited from being utilized in those counties. This is the first time LRBOI was notified that we could not utilize our approved federal Purchased and Referred Care Delivery Area (PRCDA) in the submission of the proposal. The Grant Writer notified the Tribal Manager and Health Department Lead regarding the directive. The Grant Writer emailed the MDHHS project officer registering our disagreement with that conclusion. The MDHHS project officer scheduled a technical assistance meeting with the Grant Writer at 1:30 p.m. (08/18/26) to discuss the matter. RHT funding comes from the Centers for Medicare and Medicaid Services (CMS), and CMS has set that rule under the national program rules; tribes and states are expected to follow the rule. The MDHHS project officer did advise the Grant Writer to wait for a final determination from MDHHS/CMS before changing the proposal and narrative as needed. The Grant Writer asked how the urban Indian program was receiving funds given their metropolitan status, as the population was higher in Detroit Area than in Muskegon, Kent, or Ottawa Counties. LRBOI was not provided with an answer to that question.

- 08/21/2026: Grant Writer received confirmation in writing from MDHHS Tribal Liaison that LRBOI must amend the proposal and remove Muskegon, Kent, and Ottawa Counties. The Grant Writer made the changes as required to the proposal.
- 08/24/2026: Grant Writer confirmed with Ogema that the amended proposal was completed and would require another confirmation and submission from his office.
- 8/31/2026: The Grant Writer and Grant Manager confirmed with the Ogema the final submission. The RHT grant proposal is at MDHHS for final review. The amount of the grant request remains \$655,787.

This grant (RHT) has consumed an inordinate amount of the Grant Writer's time since the project was first announced in October 2025, and this project was assigned to the Grant Writer. A first proposal (letter of intent) was drafted for this grant in November 2025, and the agencies' goals changed several times since that initial draft. Advocacy at the state level and federal level to ensure Tribes are included in large health allocations as direct recipients is a necessary step to improve and ensure that grant objectives meet the Tribal priorities.

- The Grant Writer is drafting a plan document to prepare for submission to Administration for Native Americans (ANA) in FY 2027 to request funding to support language preservation and education at LRBOI. The Tribal Historic Preservation Officer (THPO) is seeking to incorporate information technology-based learning and access to learning tools via online resources.
 - 08/03/2026: The Grant Writer reviewed the FY 2026 ANA notice of funding opportunity to determine if the goals of ANA incorporate information technology tools; it does. Focus areas of the ANA grant include language status assessments, teacher training, curriculum development, and language classes, with a core goal of ensuring Indigenous languages remain living, intergenerational languages specific to the community the grant serves. Projects range from 12 months funded up to \$300,000, to 36 months funded up to \$900,000.
 - 08/04/2026: The Grant Writer and THPO officer continue work on an outline to present a viable proposal in 2027.
- The Grant Writer notified the Family Services and Public Safety Departments regarding a formula grant opportunity from the Office of Victims of Crime; the Tribal Victims Services Set Aside. This work will be ongoing for a future opportunity through TVSSA.
 - 08/05/2026: The Grant Writer reviewed the TVSSA grant NOFO. Tribal population numbers regarding identification of victims of crime are a key indicator of funding eligibility.
 - 08/11/2026: The Grant Writer continues to work on an outline for the next round of submissions, as the deadline for submission and the process to get a request to approve submission of the proposal are

compressed. Suggestion: LRBOI should pass a resolution that approves grant submission that supplant the core work of the departments to allow for more timely submissions to meet grant deadlines. Grant NOFOs often comes with a limited/compressed deadline for submission, and this would streamline the process at LRBOI to submit proposals.

- The Grant Writer continues work on the Behavioral Risk Factor Surveillance System (BRFSS) survey with Great Lakes Inter-Tribal Epidemiology Center (GLITEC). GLITEC will conduct a random survey of LRBOI citizens to assess health risk factors, sometime between September and October 2026.
 - 08/20/2026: The Grant Writer met with GLITEC BRFSS staff to discuss next steps in the survey. GLITEC advised the Grant Writer that the survey document was still in the approval process with the Independent Review Board (IRB), a necessary step for any survey to be conducted with American Indian/Alaska Native nations. Next steps include:
 - approval by LRBOI to use the Tribal Seal/logo in the survey documents.
 - identification of two LRBOI citizens who may be able to assist with the survey effort; they will require a background check and will be provided with an honorarium from GLITEC. The Grant Writer has notified the Tribal Manager regarding the need to identify potential helpers and indicated a willingness to work with the temporary staffing pool and LRBOI Workforce Development on securing the assistants.
 - review of the letter to be provided to Tribal citizens who will be selected at random for the survey. A \$50 honorarium will be made available to people completing the survey in the form of a gift card.
 - 08/26/2027: The Grant Writer submitted the agenda request, resolution, and work session request to Tribal Council for the Tribal Seal/logo approval.
- The Grant Writer attended the following meetings as part of their assigned duties:
 - 08/04/2026: Survey of Native Nations Tribal Council Work Session
 - 08/10/2026: LRBOI Health and Safety Committee
 - 08/14 & 08/28/2026: Mentorship meeting with new supervisor; assisting with mentorship role.
 - 08/27/2026: Director's Meeting

The Grant Writer was out on approved leave on the following dates: August 7 & August 17.

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
Laura Eilers, Business Office Supervisor

Date: September 10, 2026

Re: August 2026 Report of Activity – Tribal Health Services

08-07-26 Lana Baker, MA in Muskegon resigned from her position at Little River Health Center in Muskegon and her last day was August 7th.

08-17-26 Mandatory staff meeting was held in our Muskegon Location for both Health Clinics and Pharmacies. Staff reviewed processes, strategic planning and discussed current space needs to name a few.

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

CLINIC OPERATIONS: MANISTEE LOCATION

228 patients scheduled

25 patients NO-SHOW to scheduled appointments

7 patients provided SAME DAY appointments for emergent matters**

56 cancelled appointments

154 patients attending CLINIC PHYSICIAN appointments**

40 patients PHONE TRIAGE**

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

57 Clinic Referrals – requiring action by providers and staff

TOTAL PATIENTS SEEN IN AUGUST (Total Patient Volume): 483

Diabetic patients: 59

Flu Vaccines: 0

Injections: 24

Nursing Visits: 11 **

On-site Labs: 135

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: 739

DIRECT CALLS TO CLINIC OPERATIONS: 392

SENT FAXES: 127

RECEIVED FAXES: 430

TRANSPORTS - MANISTEE 8

AUGUST 2026

TRAVEL HOURS: 19

SERVICE HOURS: 14

NUMBER SERVED: 8

MEDICATION DELIVERIES: 7

TRAVEL HOURS: 1 ¾

SERVICE HOURS: 1

NUMBER SERVED: 7

TOTAL TRAVEL HOURS: 20 ¾

TOTAL SERVICE HOURS: 15

TOTAL NUMBER SERVED: 15

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

CLINIC OPERATIONS: MUSKEGON LOCATION

137 patients scheduled

6 patients NO-SHOW to scheduled appointment

1 patients provided SAME DAY appointments for emergent matters**

37 cancelled appointments

28 clinic referrals – requiring action by Providers and Staff

95 patients attending CLINIC PHYSICIAN appointments

Diabetic patients: 36

Flu Vaccines: 0

Injections: 12

Nursing Visits: 2

On-site Labs: 64

COVID-19 Tests: 0

DIRECT CALLS TO CLINIC OPERATIONS: 260

TRANSPORTS - MUSKEGON: 10

AUGUST 2026

TRAVEL HOURS: 13 ½

SERVICE HOURS: 15

NUMBER SERVED: 10

MEDICATION DELIVERIES: 0

TRAVEL HOURS: 0

SERVICE HOURS: 0

NUMBER SERVED: 0

TOTAL TRAVEL HOURS: 13 ½

TOTAL SERVICE HOURS: 15

TOTAL NUMBER SERVED: 10

PRC/EHAP: (ROUNDED TO NEAREST WHOLE DOLLAR) \$88,000

TOTAL CALLS/INDIVIDUAL VISITS TO DEPARTMENT: 1501

TOTAL PRC PAID IN AUGUST: \$60,633.35

PHARMACY/OTHER: \$49,755.25

DENTAL: \$10,878.10

TOTAL PATIENTS: 183 (THIS IS NON-DUPLICATED INDIVIDUAL SERVICES)

TOTAL CLAIMS RECEIVED: 369

TOTAL CLAIMS ENTERED: 285

TOTAL PRC PAID 2026: \$467,634.35

TOTAL EHAP PAID IN AUGUST: \$27,198.71

TOTAL EHAP PAID 2026: \$277,634.59

TOTAL ENROLLED EHAP/LRBOI: 1262

NEW APPLICATIONS MAILED OR GIVEN: 18

REASSESSMENTS MAILED OR GIVEN: 72

MEDICARE LIKE RATE (MLR) Savings for August 2026

Claims submitted: 11 \$13,996.90 (total submitted)

-\$ 2,538.36(what we paid)

\$11,458.54 (total savings)

PHARMACY, MANISTEE:**AUGUST 2026**

Active patients:	352	
Prescriptions filled:	1501	
Receipts:		
Insurance payments received:		\$257,678.68
Non-member cash/copays received:		\$1,046.36
Less acquisition cost of medications:		\$87,608.60
Net profit:		\$171,115.84
PRC-equivalent write offs:		
LRBOI:	\$17,718.08	
Other Tribes:	\$407.68	
TOTAL:	\$18,125.76	

PHARMACY, NORTON SHORES:**AUGUST 2026**

Active patients:	206	
Prescriptions filled:	906	
Receipts:		
Insurance payments received:		\$141,800.68
Non-member cash/copays received:		\$225.26
Less acquisition cost of medications:		\$54,528.42
Net profit:		\$87,497.52
PRC-equivalent write offs:		
LRBOI:	\$7,154.74	
Other Tribes:	\$358.70	
Total:	\$7,513.44	

Business Office: August 2026

Contracting and enrollment with 8 major insurance payers is underway, including separate ID#s for Medicare and Medicaid for the Norton Shores location.

Weekly meetings are taking place with DT Trak every Monday.

Cleanup of old accounts is underway.

Coding corrections are taking place as they are identified.

Setup of billing files is underway.

Master Services Agreement has been established for a clearinghouse- ~~Infinedi~~

Research is underway for joining a Blue Care Network Medical Care Group.

Metrics and tracking spreadsheets have been created for use once billing data starts coming in.

Letters are being mailed to assist with Benefits Coordination for uninsured patients, including detailed information for applying for Medicaid or Marketplace.

Job descriptions, processes and policies are being written as I learn RPMS functionality, IHS, FQHC, and accounting requirements.

2026 Health Services Department - Manistee Location

Clinic Operations

2026	Patients Scheduled	No Show	Cancelled Appt	Semi-Day Appt	Patients Seen**	Telephone Visits**	Total Patient Volume	Chart Reviews**	Referrals	Diabetics	Flu Vaccine	Injections	Nursing only**	On-site labs	Quest Labs	Reception Calls	Clinic Calls	COVID-19 TEST	Sent Faxes	Received Faxes
January	287	19	116	4	136	25	437	276	63	47	5	20	3	137	2	942	536	2	118	337
February	187	13	45	4	133	25	469	310	72	43	-	11	1	152	10	816	399	2	186	456
March	156	8	55	4	97	54	474	318	52	33	1	14	5	71	1	832	440	-	166	522
April	262	13	76	2	155	37	484	282	72	58	-	44	10	114	1	784	448	-	147	463
May	248	15	65	10	178	45	456	229	80	54	-	30	4	143	6	665	405	-	144	470
June	240	13	77	2	152	36	505	297	69	45	-	49	20	100	9	864	374	-	191	512
July	280	22	56	4	156	33	462	264	65	63	-	33	12	146	10	893	368	1	173	515
August	228	25	56	7	154	40	483	278	57	59	-	26	11	135	10	739	392	-	127	430
September																				
October																				
November																				
December																				
Totals	1,798	128	546	37	1,161	295	3,770	2,254	530	404	6	225	66	998	49	6,575	3,363	5	1,252	3,705

** Denotes total 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 Visit**	Total Patient Volume	Chart Reviews**	Referrals	Diabetics	Flu Vaccine	Injections	Nursing only**	On-site labs	Quest Labs	Reception Calls	Clinic Calls	COVID-19 TEST	Sent Faxes	Received Faxes
January	206	11	125	6	76	25	377	276	33	41	31	9	-	63	-	-	187	-	-	-
February	144	13	44	5	92	25	427	310	41	38	-	25	-	92	-	-	234	-	-	-
March	160	10	48	18	120	54	492	318	54	38	-	20	-	67	4	-	276	1	-	-
April	140	5	47	13	101	37	420	282	40	30	-	20	-	100	3	-	296	-	-	-
May	183	7	57	7	126	45	420	229	53	42	-	22	-	60	1	-	259	-	-	-
June	170	9	49	5	117	36	450	297	43	39	-	18	-	80	4	-	248	-	-	-
July	152	9	28	1	116	31	415	264	32	49	-	12	-	64	-	-	249	-	-	-
August	137	6	37	1	95	40	415	278	28	36	-	12	-	-	-	-	260	-	-	-
September																				
October																				
November																				
December																				
Totals	1,292	70	435	56	843	295	3,396	2,254	324	265	-	136	4	526	12	-	2,009	1	-	-

** Denotes total included in Total Patient Volume

NOTE: Telephone & Chart Reviews include both Mainville & 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 August 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

Mike Pannill – Housing Maintenance Technician (PT)

Charles King – Temporary Maintenance Technician - LawnCare

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: 8

Leases renewed: 8

New leases: 0

Annual Inspections: 8

Move-out Inspections: 0

Move outs: 2

Transfers: 0

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

Applications received this month: 2

Total Number of Awards made during the Year: 14

Total Amount of Awards for the Year: \$62767

C. For the month of July, the weekly ride to the store for our AKI elders occurred 4 times for 3 different elders.

D. We did have 29 new work orders put into the system and 3 of them were completed in the system. The Housing Department hosted the annual summer picnic for all AKI residents on August 13th. This year's picnic was a success. We had 26 heads of households show up with family and friends. We collaborated with several departments within the tribe (NRD, Family services, HR, Public Safety) and even the local fire department participated. They showed our tenants how to use a fire extinguisher (which was great because we have handed them out to each household). Some of the festivities included a corn hole tournament, bingo, and door prizes, in which the final prize was a new electric bike and electric scooter.

E. The Housing Director attended HUD training at their HUD office in Chicago, August 4-6th on Environmental Reviews. ER are a requirement of the IHBG and NAHASDA; therefore, it is important to keep up to date on how to do them for compliance.

- F. The Housing Department put out two RFPs, one for a Housing Needs Assessment and one for a consultant for a Homeownership program. The homeownership consultant will be covered by the MSHDA grant we received last year and others will be covered by our IHBG funds. Received and reviewed proposals from up to 8 different companies for the RFPs and one chosen for each. These contracts will be completed and presented to TC in the month of September.
- G. The Housing department currently has two open positions for Housing Maintenance staff, we will be conducting interviews in September to get these positions filled.
- H. A RFQ was sent out for new trash disposal services for the AKI residents, this process has been completed and a new vendor has been selected. The new vendor will allow for residents to have a larger trash bin with wheels and will allow for recycling services. The contract will be presented to TC for approval in September with the goal of starting with the new vendor by October 1st. Once approved, a letter will be sent to all the residents informing them of this new service. The housing department is responsible for payment of trash pick up; therefore, this new vendor will not effect the residents.
- I. A RFQ has been sent out to dealerships for pricing on a new truck for the maintenance staff, this information will be received in the month of September.
- J. A RFQ has been sent out for a painting contractor to paint the elders units front porches before winter arrives, this information will be received in the month of September.

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 7 units to complete for a move in.

IV. Number of Units and Vacancies.

LRBOI Housing Department has 84 rental units in total of which 78 were rented giving us an occupancy rating of 92%.

- A. Aki has 58 income based rental units of which 52 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 28 are rented.
 - 4. Aki has 6 low-income family ADA rental units and 4 are rented.
 - 5. Aki has 10 low-income elder designated apartment rental units, and 10 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. This RFP is about to be completed and will be put out in the month of September
- B. Housing Director is developing a program for rental/security deposit assistance for tribal members.

End of Report
Tara Bailey, Housing Director
September 3, 2026

**Human Resources
Vacant Director**

To: Ogema Romanelli
From: HR Department
Subject: 2026 August HR Department Report
Date: 09/10/2026

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

Continuing efforts on drafting of policy and procedures in coordination with the Executive Assistant, Tribal Manager, and the Executive Leads is on-going.

1) Talent Acquisition

Number of Hires During the Month: 3

Number of Hires Year to Date: 28

Number of Applicants for August through BambooHR: 51

Posting Views: 44,012

2) Talent Development and Relations

Completed PIPs Returned to HR: 2

3) HR Department Development Initiatives

Internal HR Policy development continues.

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.

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 (1 new case)
IFML:	5 (0 new case)
Bereavement:	3
LOA:	0
Education:	3

5) Safety

Recordable Injuries: 0

6) Tribal Preference Report

Tribal Members = 100

Native American = 10

Tribal Spouse or Parent = 14

Tribal Descendant = 9

Non-Preference = 91

***Current preference percentage for Tribal Government is 59.375% (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 challenging subject 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 continue as to how HR can partner with WFD and the department heads.

**Information Technology
Vacant Director**

**INFORMATION TECHNOLOGY DEPARTMENT
MONTHLY REPORT
August 2026**

Duties and Accomplishments:

1. Working on Infrastructure and Disaster Recovery Assessment.

On-going IT projects:

1. SharePoint migration with Arctic IT.
2. SharePoint training program in process.
3. 2027 Budget Review.
4. DT Trak onboarding

Help Desk Tickets:

209 incidents opened, 13 tickets are currently being worked on in queues, 209 tickets closed in August.

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: September 8, 2026
Re: August 2026 report of activities

Number of tribal members assisted on new issues	80
Number of referrals received	6
Number of continuing cases:	31

Types of legal issues:

Survey	Driver's License
Divorce	Criminal
Wills	CPS
Trusts	Codicil
Estate Planning	Appeal
Medical Power of Attorney	Home Insurance
Summary Disposition	DHHS
Power of Attorney	Trust Administration
Amend Estate Planning Documents	Post Divorce
Civil	Guardian Adult
Credit Card Dispute	QDRO
Military Benefits in Divorce	Medical Malpractice
Probate Estate	Landlord – Tenant Issues
Child Custody	Certificate of Trust
Short Term Disability Denial Appeal	Amend Trust
Child Support Arrearages	LLC

Collections
Section 184 Loan
Minor Adoption
Doctor Report for Adult Guardian
Adult Adoption
Small Estate
Letters of Adult Guardian
Subpoena
Restraining Order – Out of State
Medicaid Recovery
Friend of the Court Grievance
Notice to Creditors
SSA Disability
Move Ward – Adult Guardianship
Transfer Venue

Limited Power of Attorney- Minor
Evictions
Guardian - Adult
Real Estate
Expungement
ICWA
Child Support
Writ of Execution
Contempt of Court
Dismissal
Estate Debt
Witness and Exhibit List
Operating Agreement
Google Maps

Sample of Work Performed:

Assisted a tribal member with a Medicaid Recovery issue

Assisted a tribal member prepare a Witness and Exhibit List

Assisted a tribal member hold the other party in contempt of court for not following a court order

Assisted a tribal member appeal a denial of a short-term disability claim

Assisted a tribal member determine that their criminal record had been automatically expunged

Attended:

Tribal Council Meetings

Director Meeting

Members Assistance
Janeen Codden

MEMBERS ASSISTANCE

Elder Chore Assistance

23 Elder assisted: Total \$9,020

Low Income Energy Assistance

44 households assisted / 32 Towns 8 States: Total \$15,609.70

LIHEAP

25 households assisted / 15 Towns (9 county service area): \$34,918.40

Emergency Transportation Assistance

32 households assisted / 20 Towns 6 States: \$11,625.06

Rental/Mortgage Assistance

33 households assisted / 21 Towns 6 States: \$33,066.91

Food Assistance

8 households assisted: Total \$2,800

Home Repair Assistance

8 households assisted / 7 Towns: \$30,494.18

Catastrophic Disaster Relief

3 households assisted: \$9,000

Elder Insurance

Total Premium for August \$94,392.66

Total August Spending: \$146,534.25

Phone Calls: 46

Office Visits: 12

Natural Resources
Frank Beaver



**Gaá Čhing Zlíbi
Daáwaá
Aniřhinaábek**

**LITTLE RIVER BAND OF OTTAWA INDIANS
NATURAL RESOURCES DEPARTMENT**

**310 9th Street
Manistee, MI 49660
(231) 723-1594**

**August 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

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.
- Weekly Seasonal Staff schedules.
- 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:
- Sturgeon Stream Side Rearing Facility (SRF) Operation and daily fish care.
- Monitoring of PIT antenna array.
- Planning and prep work for Manistee Sea lamprey treatment and Save-Our-Sturgeon (SOS) work for August.
- Save-Our Sturgeon "SOS" Aug. 10-17.
- Assist GVSU with Manistee River sturgeon habitat sampling and tracking.
- Tagged and released SOS sturgeon back into the Manistee River.
- Sturgeon SRF Tours.
- Inland Fisheries:
- Conducted 8 fish community/Arctic Grayling monitoring surveys in North Branch Manistee River
- Continued testing in-stream rearing vessel testing for Arctic Grayling reintroduction effort
- Assisted with SOS in Manistee River
- Began entering/proofing data from 2026 field season
- Great Lakes Fisheries Assessment Program:
- Fisheries-Independent Whitefish Survey (Ludington)
- Motorboat Operator Certification Course (MOCC training - Alpena) 8/3-8/6
- Tributary Whitefish meeting (virtual) (8/10)
- Tribal Youth Camp – End of Summer Celebration (Food Distribution) (8/12)
- Save Our Sturgeon (Manistee River) (8/10-8/18)
- Lake Trout stock assessment model meeting (Peshawbestown) (8/19)
- SEEDS Natural Resources Field Day (Walhalla) (8/20)
- Equipment maintenance and LTWG report review (8/24)
- Electrofishing NBMR (8/25)
- Equipment maintenance, LAT MM67 model review, tributary whitefish project planning (8/26-8/27)
- Stereo-remote underwater video surveys (Manistee) (8/28)
- Equipment maintenance
- Data QA/QC (8/31)

Meetings/Training/Travel/Conference Calls

- Elders Lunch Meeting, Adikameg project (8/3)
- Motorboat Operator Certification Course (MOCC training - Alpena) 8/3-6)
- Tribal Council Meeting, Big Blue Issues (8/4)
- Tributary Whitefish meeting (virtual) (8/10)
- Save Our Sturgeon Training/ meeting with collaborative partners (8/11)
- Tribal Youth Camp – End of Summer Celebration (Food Distribution) (8/12)
- Sea Lamprey Control meeting, Tippy Day, Save our Sturgeon initiative (8/17)
- Sturgeon Rearing Facility Tour (8/18)
- Lake Trout stock assessment model meeting (Peshawbestown) (8/19)
- Executive Council Meeting, Acme MI (8/20)
- SEEDS Natural Resources Field Day (Walhalla) (8/20)
- Sturgeon Rearing Facility Tour (8/21)

<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
-

Equipment Maintenance/Field Work/Lab Work

-

Meetings/Training/Travel/Conference Calls

-

Forest Program

Administration Reports/Data Entry

- Procured field equipment
- Connected with partner organizations: BIA, USFS, IPBN, ITC, SAF, MPBC, MLRCD, ISN
- Researched silvicultural treatment options
- Researched cultural burning history and protocols
- Researched HWA biology and treatments
- Researched history of forest and fire management on LRBOI lands

Equipment Maintenance/Field Work/Lab Work

- eDNA slide deployments, HWA monitoring, GVSU collaboration
- eDNA slide swaps for GVSU collaboration
- eDNA ground spider web collections
- Invasive species removal
- Invasive species herbicide application
- Invasive pesticide application training

Meetings/Training/Travel/Conference Calls

▪

Wetlands Program (Wild Rice)

Administration Reports/Data Entry

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

Field Work and Equipment Maintenance

•

Environmental Division Capacity Building (IGAP/ BIA Capacity)

Environmental Division

Leah Fairchild - Environmental Division Manager

David Karst - Brownfield Specialist

Brooke May - Aquatic Biologist, Water Quality

Jasmine Vaquera - Air Quality Specialist

Alycia Peterson - Great Lakes Policy Specialist

Brenda Mallory – Environmental Technician

Grant 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 Quality 103 Budget, Preapplication, and TAS Application Review
- EPA PPG FY27 Workplan Submissions
- EPA PPG FY27 Budget Proposal
- EPA PPG FY25-27 Master Budget Analysis
- EPA CERCLA Budget Revision
- EPA CERCLA Workplan Revision
- EGLE MOA analysis
- MTERA Board Member on behalf of LRBOI Utilities and Natural Resources Departments and specifically the Environmental Division
- Outreach on behalf of Environmental Division, Natural Resources Department, LRBOI, and the local community

Field Work and Equipment Maintenance

- None

Meeting/Training/Travel/Conference Call

- August 3: Director 1:1 Meeting
- August 4 – 7: 3rd Quarter Michigan Tribal Environmental Group (MTEG) Conference – Battle Creek, MI
- August 10: LRBOI Health and Safety Committee – Kick off meeting
- August 12: Michigan Public Service Commissioners Meeting – LRBOI Gov. Center
- August 16 – 21: Tribal Land and Environmental Forum – Oklahoma City, OK

Brownfield Program

Administration /Reports/Data Entry

- Check requests and contact multiple departments about payment of Phase II environmental assessments
- Several workplan drafts for BIL grant
- Reviewed proposal to remove junk piles from Sugar Shack and multiple departments as well as EPA and the vendor contacted

Field Work and Equipment Maintenance

- Minor repairs to Sonata and subsequent visit to Vern's for repair/maintenance.
- Cleaned EPA truck interior as best I could
- ATV's and acquired some new batteries for the ATVs
- Sugar Shack site visit

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

- August 4: HHW Steering Committee meeting in Ludington
- August 5: Summer youth program

- August 18: Lowe's order/pickup
- August 20: Met EGLE at air station for audit
- August 20 - 21: Call with the EPA Brownfield project manager and reviewed documents about the BIL grant and cleanups, passed along information related to 2 parcels
- August: Meetings with environmental staff and manager as needed, informally throughout the month

Water Program (106 and 319)

Administration Reports/Data Entry

- Entered all discharge data from the last few months into LRBOI database.
- Uploaded WQ site photos
- Entered pebble count data for Sickie and Pine Creeks.
- Entered electrofishing data for Sickie and Pine Creeks.
- Formatted July and August multiprobe data, entered it into LRBOI database, and uploaded it to AWQMS and submitted it to EPA.
- Uploaded HOBO data from June and July and entered it into LRBOI database.
- Formatted and uploaded zooplankton data from lab to AWQMS and submitted to EPA.
- Formatted chemical water quality data from lab for July into LRBOI database, uploaded to AQWMS and submitted to EPA.
- Entered July and August Secchi data into LRBOI database.

Field Work and Equipment Maintenance

- Calibrated YSI
- Brought WQ boat to outboard specialist for diagnosis and repair
- Monthly water quality Sampling at 17 sites

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

- 8/4/2026 – 8/7/2026: Travel for in person Michigan Tribal Environmental Group meeting.
- 8/13/2026: NRD booth at AKI Picnic
- 8/18/2026: R5 Tribal EPA water division call.
- 8/25/2026: Culvert condition assessment training/webinar.
- 8/31/2026: Travel for NAFWS conference.

Air Quality Program (Funded by EPA CAA 103)

Administration Reports/Data Entry

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

Field Work and Equipment Maintenance

- 08/13/2026: Ozone Biweekly Multi-check
- 08/26/2026: Ozone Biweekly Multi-check
- 08/26/2026: Meteorology monthly multipoint check
- 08/26/2026: T640 monthly multipoint check

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

- 08/04/2026: Region 5 Tribal Program Monthly Meeting (virtual)
- 08/05/2026: MTEG Summer 2026 (in-person; Battle Creek, MI)
- 08/12/2026: Together We Grow Celebration (in-person; Food and Nutrition Building, Manistee)
- 08/18 – 08/20/2026: ITEP Training, Air Quality Outreach and Education in Tribal Communities (in-person; Las Vegas, NV)
- 08/27/2026: Regional Monthly Tribal Air Call (virtual)

Great Lakes Policy Program

Administration//Reports/Data Entry

- Comments on the Draft LM LAMP 2025-29 action table

Field Work and Equipment Maintenance

- Checked 2026 turtle nest boxes

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

- MTEG & the Michigan Wild rice initiative (8/4/26- 8/7/26)
- Michigan three fires confederacy meeting (8/11/26)
- Together We Grow LRBOI Kids Camp (8/12/26)
- Lake Michigan Partnership Work Group Monthly Meeting (8/12/26)
- Tribal- EPA mining call (8/13/26)
- Aki Community Picnic (8/13/26)
- MCD Board Meeting (8/17/26)
- Tribal EPA Water Division Call (8/18/26)
- Tribal Mining Call (8/20/26)
- Lake Huron Work group meeting (8/27/26)
- Huron Habitat Species Meeting (8/27/26)
- Great Lakes Regional Conference (8/31/26)

Planning
Madison Richards

August 2026 Monthly Report

Department: Planning / BIA Roads / Transportation

Prepared by: Madison Richards, Planning & Transportation Department

Reporting Period: August 1–31, 2026

Activities / Accomplishments / Updates

Justice Center Restoration & Relocation Coordination

- Received Tribal Council approval of the Dri Rite Restoration contract, allowing restoration work at the Justice Center to officially move forward.
- Restoration work began on **August 20, 2026**, and has continued to progress as expected.
- Maintained consistent communication with Dri Rite, Justice Center staff, Tribal leadership, and all other involved parties throughout the restoration process.
- Continued coordinating project activities, schedules, access, temporary workspace needs, and restoration sequencing to minimize disruption to Justice Center operations.
- Provided regular updates as restoration activities progressed through different areas of the facility.
- Continued monitoring the project schedule and working with contractors and internal staff to address project needs as they arise.

BIA Roads Program & TTIP Coordination

- Continued oversight and coordination of the 2026 Tribal Transportation Improvement Program (TTIP).
- All current TTIP projects remain on hold pending final Tribal Council approval of the GTEC contract.
- Continued maintaining project documentation and readiness so transportation projects can move forward efficiently once the GTEC contract is approved.
- Continued coordination with internal staff and external partners regarding transportation priorities, project needs, and upcoming work.

GTEC Contract Coordination

- The GTEC contract remains pending Tribal Council approval.

- Continued working with **Budget Coordinator Kathleen** to move the contract through the necessary internal review and approval process.
- Current efforts are focused on obtaining Tribal Council approval by the end of the month.
- Approval of the GTEC contract remains a critical next step because current TTIP projects cannot proceed until the contract is finalized.

BIA Construction & Planning Funding

- Continued working through the process for formal Tribal Council acceptance of BIA Construction and Planning funding.
- Two separate BIA funding amounts are currently pending Tribal Council approval, totaling **\$1,003,730**.
- Continued maintaining the necessary documentation and coordination to ensure the funding can move forward following Council action.
- Acceptance of these funds will allow continued advancement of transportation planning, road improvement, and construction activities within the Tribe's BIA transportation program.

BIA Road Inventory & Manistee County Road Commission Coordination

- Continued working with the **Manistee County Road Commission** on planning and coordination for **Old House Road, Johnson Road, and High Bridge Road**, which fall within the Tribe's BIA road inventory.
- Coordinated with the Road Commission to review existing road conditions, identify project needs, and discuss potential improvements and next steps for each roadway.
- Continued maintaining project documentation and communication with applicable partners to prepare these road projects for future advancement.
- Further planning and implementation remain dependent upon **Tribal Council approval and formal acceptance of available BIA funding**.
- Once funding acceptance is approved, coordination with the Manistee County Road Commission and BIA can continue toward determining project scope, priorities, and implementation.

Muskegon Office Renovation Planning

- Completed the Request for Proposals (RFP) for the Muskegon project.
- The completed RFP is currently awaiting feedback from the **Leads Team** before being submitted to Michelle for the next stage of review and processing.

- Continued coordinating project information to ensure the RFP accurately reflects the intended scope and needs of the Muskegon facility.
- Once internal feedback is received and incorporated, the RFP will be prepared for submission and advancement through the procurement process.

Regional Transportation Coordination

- Continued participation in regional transportation planning and coordination efforts.
- Maintained communication with regional transportation partners regarding current and future Tribal transportation priorities.
- Continued supporting coordination between Tribal transportation needs, BIA requirements, the Manistee County Road Commission, and other regional partners.
- Continued identifying opportunities to advance transportation projects that support Tribal facilities, programs, and community needs.

Tribal Project Management & Organizational Development

- Continued providing project management support for Tribal capital improvement, infrastructure, transportation, and facility projects.
- Maintained regular communication with Tribal leadership, department staff, contractors, vendors, and outside partners to support project progress and accountability.
- Continued strengthening project tracking, communication, scheduling, documentation, and reporting practices across active projects.
- Focused on keeping projects moving through internal review and approval processes while maintaining readiness for implementation once required approvals and funding are received.

Key Risks / Considerations

- Justice Center restoration work is actively underway and requires continued coordination among Dri Rite, Justice Center staff, Tribal leadership, and other involved parties.
- Two BIA funding amounts totaling **\$1,003,730** remain pending formal Tribal Council acceptance.
- Planning and advancement of Old House Road, Johnson Road, and High Bridge Road are dependent upon acceptance of available BIA funding and continued coordination with the Manistee County Road Commission.
- The GTEC contract remains pending Tribal Council approval.
- All current TTIP projects remain on hold until the GTEC contract is approved.

- The Muskegon project RFP is complete but remains dependent on Leads Team feedback before submission to Michelle.
- Transportation projects requiring outside funding, approvals, or agency coordination will continue to require communication with BIA, the Manistee County Road Commission, and other partners.

Focus Moving Forward

- Continue overseeing and coordinating Justice Center restoration work through completion.
- Maintain consistent communication with Dri Rite, Justice Center staff, Tribal leadership, and other involved parties as restoration activities progress.
- Obtain Tribal Council approval and formal acceptance of the two BIA funding amounts totaling \$1,003,730.
- Continue coordinating with the Manistee County Road Commission on planning for Old House Road, Johnson Road, and High Bridge Road within the BIA road inventory.
- Advance planning and next steps for BIA road inventory projects following Tribal Council acceptance of available funding.
- Continue working with Budget Coordinator Kathleen to obtain Tribal Council approval of the GTEC contract.
- Resume and advance TTIP projects as soon as the GTEC contract is approved.
- Incorporate Leads Team feedback into the completed Muskegon RFP and submit the final document to Michelle.
- Continue participating in regional transportation planning and maintaining communication with BIA and regional transportation partners.
- Continue strengthening project management, documentation, communication, scheduling, and coordination across Tribal projects.

Public Safety
Robert Medacco

Little River Band of Ottawa Indians
Department of Public Safety Monthly Report
August-26

General Patrol

Assist Citizen	1
Assist Motorist	
Assist Other Agency	2
City Assist	5
County Assist	12
Medical Assist	2
MSP Assist	
Other Calls for Service	3
Property Checks	504
Suspicious Person	1
Suspicious Situation	2
Well-Being Check	1

Traffic/Vehicle

Abandoned Vehicle	
Accidents	11
Disobeying Stop Sign	
Driving License Suspended	
Expired Drivers License	
Expired License Plate	
Fleeing & Eluding	
Hit and Run	
MDOP	
Minor in Car	
Motor Vehicle Theft	
No Proof of Insurance	
Open Intoxicant	
Other Traffic Citation	1
OUID	
OUIL	
OWI	1
Parking Ticket	
Reckless Driver	1
Speeding Ticket	1
Stolen Vehicle	
Suspicious Vehicle	
Towed Vehicle	
Traffic Stop	10
Unsecured Vehicle	
Verbal Warning	9
Warning Ticket	

Processes

Bench Warrant Entered	
Civil Process (Paper Service)	7
PPO Served	
Federal Docket Ticket	

Criminal Offenses

Animal Neglect	
Arrest	7
Assault	3
B&E	
Bond Revocation	1
Child Abuse	
Child Custody	
Child Neglect	1
Contempt of Court	
Counterfeiting/Forgery	
CSC	
Death	
Disorderly	
Domestic Disturbance	4
Drive-Off	2
Drug Violation/VCSA	4
Elder Abuse	
Embezzlement	
Extortion/Conspiracy	
False ID	
Family Problems	3
Felony with a Gun	
Fight in Progress	1
Fraud	2
Furnishing Alcohol to Minor	1
Harassment	1
Health & Safety	
Intimidation	
Intoxicated Person	
Juvenile Runaway	
Larceny	3
Liquor Violation	
Minor in Possession	1
Missing Person	
Money Laundering	
Motor Vehicle Theft	1
Murder	
Neighbor Dispute	
Noise Complaint	1
Obstructing Justice	
Possession Stolen Property	
PPO Violation	
Probation Violation	
Property Damage/PIA	11
Public Peace	
Resisting	
Robbery	
Sex Offense	

Criminal Offenses Continued

Sexual Harassment
Shoplifters
Solicitation
SOR Violation
Stalking
Stolen Property
Threats
Unwanted Subject

Miscellaneous

Administrative Hours	201.75
Alarm	2
Attempt to Locate	1
Boat Dock Checks	
Casino Hours	166.75
Civil Standby	
Community Policing	
Court Hours	13
Death Notification	
Drug Disposal	
Follow-Up Investigations	4
Found Property	1
Lost Property	
Meetings Attended	
Open Door	1
Open Window	
PBT	
Special Detail	2
Suicidal Subject	2
Total Complaints	77
Total Reports	58
Training Hours	7
Transport	
Trespassing	2
Tribal Council Meetings	
Vehicle Mileage	4784
Voluntary Missing Adult	

Training/Travel

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

Administrative Hours		180.75
Arrest(s)		
Male		
Female		
ATV Patrol Hours		
Assist(s)		11
Assist Hours		17.75
Citation(s)		4
Civil		5
Misdemeanor		
City Assist		
City Assist Hours		
City Original		
City Original Hours		
Complaints		28
Contacts		456
Court		2
Court Hours		1.5
Follow-up(s)		3
Follow-up Hours		2
Federal Citation(s)		
Hours Worked		421.75
Joint Patrol(s)		
Marine Time		
Meeting(s)		
Meeting Hours		
Paper Service		1
Possible Trespass		
PR Activities		4
PR Activities Hours		7
Property Checks		112
Snowmobile Patrol Hours		
Training(s)		12
Training Hours		32.5
Vehicle Mileage		3035
Vehicle Stops		9
Verbal Warning(s)		6
Written Warning(s)		
Training/Travel		

August 2026 Officers completed Police One training on line.

August 30-September 4, 2026 Officer Bruce attended the Great Lakes NAFWS conference in Bay Mills.

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

Administrative Hours	45.5
Arrest(s)	
Male	
Female	
Assist(s)	
Boardings	
Catch Inspections	
Citation(s)	
Civil	
Misdemeanor	
City Assist	
City Original	
Complaints	
Contacts	
Court	
Court Hours	
Dock Checks	2
Follow-up(s)	
Follow-up Hours	
G/L Marine Patrol(s)	1
Hours Worked	140
Joint Patrol(s)	
Marine Time	4
Meeting(s)	
Meeting Hours	
Paper Service	
PR Activities	
PR Activities Hours	
Snowmobile Patrol Hours	
Training(s)	2
Training Hours	5
Vehicle Mileage	1834
Verbal Warning(s)	
Written Warning(s)	
Training/Travel	

August 2026 Officers completed Police One training on line.

August 30-September 4, 2026 Lt Robles attended the Great Lakes NAFWS Conference at Bay Mills.

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

Administrative/Reports		
Hours		
Assist Other	13	
Hours	16	
Court Cases	3	
Hours	1	
Property Checks	9	
Hours	3.5	
Screenings	72	
Hours	14.25	
Contraband		
Weapons		
Denials		
Surveillance	119	
Hours	127	
Training		
Hours		
Transports	1	
Hours	0.25	
Training/Travel		

Tax Office
Valerie Chandler

Tax Department August 2026 Monthly Report

Staff: Valerie Chandler, Tax Officer & MACPRA / NAGPRA Representative
Vacant - Tax Department Administrative Assistant

During the month of August 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 July 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.

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 1,314 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 July 2026 Tribal tax returns which included:
 - Retail Sales Tax
 - Food & Beverage Tax
 - Lodging & Occupancy Tax
 - Admissions Tax
 - Service Tax

***Varied Duties and Accomplishments:**

1. Issued 3 Certificates of Exemption:
 - a. Purchaser: 2 RTM 1 Tribe/Entity
 - b. Purchase Type: 2 Vehicle 0 Construction 0 Rec. Vehicle 1 Equipment
2. Reviewed 24 Tribal Member address and/or name changes; 1 required updating of the RTM list and database.
3. Prepared and mailed 2 Proof of Residency request letters.
4. Processed 3 Proofs of Residency and documentation.
5. Processed 2 Tribal W-4 forms.
6. Processed 6 Motor Fuel Registrations and/or motor fuel database updates.
7. Processed 7 reservations for the Aki Maadiziwin Community Center.
8. Processed and issued 6 Temporary Tribal Business Tax Licenses to vendors and entertainers selling merchandise on Tribal/Trust land.
9. Prepared 1 check request to refund Community Center deposit to an individual.
10. Contacted BP regarding corrections needed to more invoices.
11. Prepared and submitted the Tribe's 2nd quarter tax sharing return to the State Treasury.
12. Worked with Little River Holdings staff regarding Certificates of Exemptions.

Varied State of Michigan Department of Treasury Tribal Affairs Interactions:

1. Corresponded with Treasury staff regarding:
 - RTM updates

- 2nd Quarter tax sharing return

Varied Little River Trading Post Interactions:

1. Worked with supervisors regarding tasks that need to be corrected and/or completed in order to allow the Tax Office to obtain accurate data.
2. Worked with supervisors regarding updating of OTP tribal member prices and obtaining an updated tobacco PLU list.

Varied Little River Casino Resort Interactions:

1. Corresponded with Purchasing staff regarding MI form 3372 for tax exemption with vendors. Provided an example of how to correctly complete it along with an explanation.
2. Corresponded with Marketing staff regarding upcoming events and performers that needed Temporary Tribal Business Tax Licenses as well as venue reports. Some license registrations received did not have complete information.

MACPRA / NAGPRA Related Interactions:

1. Reviewed NAGPRA consultation notices and site dispositions.
2. Reviewed monthly MACPRA meeting information and noted any questions and/or comments as necessary.
3. Attended monthly MACPRA meeting online.
4. Corresponded with MACPRA colleague regarding boarding school records, school records of individuals to unknown tribes and the closing of the National Archives in Chicago.
5. Fielded a call from MDOT regarding an inadvertent discovery at a construction site. Arranged for an on-site inspection and screening.

Meetings / Trainings Attended During the Month:

1. Attended Tribal Council meetings on August 5, 12, 19 and 26, 2026.
2. Attended monthly MACPRA meeting online on August 19, 2026.
3. Attended Directors meeting on August 27, 2026.

Statistics:

Total Registered Resident Tribal Members (RTMs): 252

- Manistee County: 242
- Mason County: 10

Monthly Tax Revenue*:

*July 2026 amounts received in August 2026

- Retail Sales Tax (Gift Shop) \$2,362.53
- Retail Sales Tax (The Spa) \$38.43
- Retail Sales Tax (Trading Post) \$15,072.56
- Service Tax \$1,047.06
- Lodging & Occupancy Tax \$27,492.86
- Food & Beverage Tax \$41,251.17
- Admissions \$0.00

Tribal Member Tax Exemption Rates ("Discounts") for September 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
August 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, FEMA, 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. NRCS/MDNR Battle Point Site Visit
4. M-31 Bear Lake Ancestor Archaeological Recovery
5. Enbridge Line 5 tribal meetings
6. Consumers Energy tower site Reviews
7. 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).
8. Consultation with Field Museum of Chicago on ancestor remains. (Ongoing)
9. Meeting with Wisconsin State University on ancestor repatriation.
10. Repatriation meeting with U of M

11. Ancestor Repatriation meeting with University of Wisconsin. (Ongoing)
12. Various meetings for cultural and historical input and advice with departments.
13. MACPRA monthly Meeting (Ongoing)
14. Researched information on cultural artifacts.
15. LRCCR Museum Meeting
16. Helped lead staff meeting
17. Muskegon River Nme Cultural Outreach
18. Worked on upcoming new museum exhibits.
19. Meeting with Princeton University on ancestor return. (Ongoing)
20. Conducted ceremonies, and cultural guidance when asked.
21. Worked to update analog audio and video files to digital format.
22. Converted former analog elder videos to remastered digital files.
23. Provided Funeral assistance for several families
24. Consulted tribal families on funeral arrangements and practices.
25. Consulted tribal members regarding cultural matters.
26. Consultation with the Henry Ford Museum on Ancestor Repatriation.

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

Travel, training and budget expenses

Utilities
Gary Lewis

Utilities Department
Gary M. Lewis, Utility Director
August 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	\$14,147.11
Sewer	\$33,810.05
Irrigation	\$3,009.89
Fire Suppression	\$8,069.33
Manistee Township Sewer	\$15,344.95
Septage	\$12,033.24
Other	\$110.00
Month Total	\$95,791.87
Yr. to Date Water	\$98,868.22
Yr. to Date Sewer	\$194,680.88
Yr. to Date Irrigation	\$21,295.46
Yr. to Date Fire Suppression	\$64,554.64
Yr. to Date Manistee Township	\$124,524.10
Yr. to Date Septage	\$67,847.64
Other Revenue	\$4,228.00
Credit	\$0.00
Yr. to Date Total	\$575,998.94

- 1. Well House Pumping in Gallons**
 - Total Flow Gallons**
 - a. 6,091,887**
 - b. Ave Daily Flow Gallons 196,512**
- 2. Gallons of Treated Wastewater SBR**
 - Influent Gallons**
 - a. 3,753,980**
 - b. Daily Average Gallons 125,133**
 - Effluent Gallons**
 - a. 3,808,556**
 - b. Daily Average Gallons 126,952**
 - Lagoon**
 - a. Influent 312,916 Gallons**
 - b. Daily Average Gallons 10,431**
- 3. Septic Sewage**
 - a. 200,554 Gallons**

III. Travel/Trainings/Meetings

What: MTERA Board Meeting
Who: Greg Walters
Where: Zoom
Sponsored by: MTERA

What: EPA Emerging Contaminates training
Who: Greg Walters
Where: Zoom
Sponsored by: EPA Region 5 Tribal

What: Leads Meeting
Who: Larry Romanelli, Mary Thomas, William Willis, Tara Bailey, Gary Lewis, Diane Kerr
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, all Clinic staff
Where: Muskegon Clinic