

V.C.



**Little River Band of Ottawa Indians
Gaming Commission**

PO Box 337
Manistee, MI 49660-0337
Tel: (231) 723-7755 • Fax: (231) 723-7788

Report to Tribal Council for the Month of June 2017

I. Purpose, Officers.

This is the monthly report of the Gaming Commission. The purpose of the Commission is to ensure the integrity, honesty and fairness of all gaming activities conducted on the Tribe's Reservation and that such gaming activities be conducted in conformance with the Gaming Ordinance #10-400-01, Rules and Regulations promulgated by the Gaming Commission, the Indian Gaming Regulatory Act, and any applicable Class III gaming compact or Class III gaming rules.

Dave Corey, Chairperson
Bill Willis, Secretary
Debra Davis, Commissioner
Julie Wolfe, Commissioner

II. Activities during the Past Month:

During the month of June the Gaming Commission:
- held four regular meetings

III. Concerns/Requests:

IV. Attachments. The following documents are attached to this report.

Minutes:

1. May 23, 2017
2. June 6, 2017
3. June 13, 2017
4. June 20, 2017


Resolutions:

Commission Orders:

Other:

Reports:

1. Administrative, Licensing, and Background Investigations
2. Compliance Department
3. Surveillance Department



Chairperson

July 5 2017

Date

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**LITTLE RIVER BAND OF OTTAWA INDIANS
GAMING COMMISSION MEETING
OPEN SESSION MEETING**

May 23, 2017

Gaming Commission Conference Room
2840 Orchard Highway, Suite A
Manistee, MI 49660

Meeting called to order at 5:38 p.m. by Secretary, Bill Willis

Present:

Commissioners: Debra Davis, Dave Corey (absent), Bill Willis, Julie Wolfe (absent at beginning of meeting)

Commission Staff: Kelly Maser, Erford Edmondson

Others: Rebecca Liebing, Lee Iverson, Paul Mooney, Connie Lindsay, Dawn McGrady, Connie Waitner, Andrew Gentile

Approval of Open Session Agenda:

J. Wolfe participate via telephone at 5:43 p.m.

a) May 23, 2017

Action: D. Davis made a motion to approve the Open Session Agenda for May 23, 2017. **Seconded by B. Willis**
Roll Call: D. Corey – Absent / B. Willis – Yes / D. Davis – Yes / J. Wolfe – Absent / 2-Yes, 0-No, 0-Abstain, 2-Absent. **MOTION CARRIED**

Approval of Open Session Minutes:

a) May 16, 2017

Action: D. Davis made a motion to approve the Open Session Meeting Minutes for May 16, 2017. **Seconded by B. Willis**

Roll Call: D. Davis – Yes / J. Wolfe – Absent / D. Corey – Absent / B. Willis – Yes / 2-Yes, 0-No, 0-Abstain, 2-Absent. **MOTION CARRIED**

Old Business:

None

New Business:

a) **Approval for Resort Implementation and Usage of Casino Cash Trac Software Modules and Hardware**

Action: B. Willis made a motion to approve the implementation and usage of Casino Cash Trac software modules and hardware. **Seconded by D. Davis**

Roll Call: B. Willis – Yes / D. Davis – Yes / J. Wolfe – Yes / D. Corey – Absent / 3-Yes, 0-No, 0-Abstain, 1-Absent. **MOTION CARRIED**

b) **Approval of Expenditure for North American Video for Ten (10) Delta Dome Cameras in the Amount of \$11,700.00**

Action: D. Corey made a motion to approve Gaming Commission Resolution #GC17-0523-07 approving the purchase ten (10) Delta Dome Cameras in the amount of \$11,700.00. **Seconded by J. Wolfe**

Roll Call: D. Davis – Yes / D. Corey – Absent / B. Willis – Yes / J. Wolfe – Yes / 3-Yes, 0-No, 0-Abstain, 1-Absent. **MOTION CARRIED**

Discussion Period:

- a) **MGCB Audit Report follow up**
- b) **Facility License Renewal Application update**

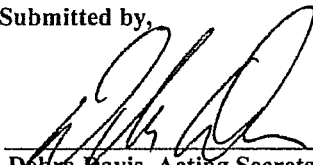
Next Gaming Commission Meeting:

- a) June 6, 2017 at 5:30 p.m.

Adjournment of Open Session:

Action: B. Willis made a motion to adjourn the Open Session at 5:52 p.m. **Seconded by D. Davis**
Roll Call: J. Wolfe – Yes / D. Corey – Absent / B. Willis – Yes / D. Davis – Yes / 3-Yes, 0-No, 0-Abstain, 1-Absent. **MOTION CARRIED**

Submitted by,



Debra Davis, Acting Secretary

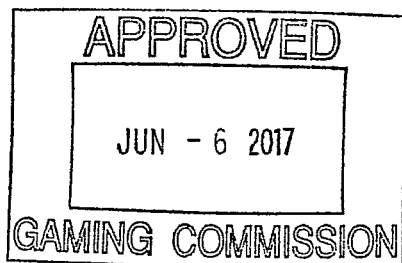
6-6-17

Date

Items moved to Open Session:

- a) **Halifax Security, Inc. d/b/a North American Video**

Action: B. Willis made a motion to approve the Gaming Vendor License renewal application for Halifax Security, Inc. d/b/a North American Video effective July 24, 2017 and license expiration date of July 24, 2018. **Seconded by D. Davis**
Roll Call: J. Wolfe – Yes / B. Willis – Yes / D. Davis – Yes / D. Corey – Absent / 3-Yes, 0-No, 0-Abstain, 1-Absent. **MOTION CARRIED**



**LITTLE RIVER BAND OF OTTAWA INDIANS
GAMING COMMISSION MEETING
OPEN SESSION MEETING**

June 6, 2017

Gaming Commission Conference Room
2840 Orchard Highway, Suite A
Manistee, MI 49660

Meeting called to order at 5:38 p.m. by Chairperson Dave Corey

Present:

Commissioners: Debra Davis, Dave Corey, Bill Willis, Julie Wolfe (telephone)
Commission Staff: Kelly Maser, Syed Hassan
Others: Rebecca Liebing, Lee Iverson, Paul Mooney, Barry McGrady

Approval of Open Session Agenda:

a) **June 6, 2017**

Action: B. Willis made a motion to approve the Open Session Agenda for June 6, 2017. **Seconded by D. Davis**
Roll Call: D. Corey – Yes / B. Willis – Yes / D. Davis – Yes / J. Wolfe – Yes / 4-Yes, 0-No, 0-Abstain, 0-Absent.
MOTION CARRIED

Approval of Open Session Minutes:

a) **May 23, 2017**

Action: D. Davis made a motion to approve the Open Session Meeting Minutes for May 23, 2017. **Seconded by B. Willis**
Roll Call: D. Davis – Yes / J. Wolfe – Yes / D. Corey – Yes / B. Willis – Yes / 4-Yes, 0-No, 0-Abstain, 4-Absent.
MOTION CARRIED

Old Business:

None

New Business:

None

Discussion Period:

a) **Facility License Status Update**

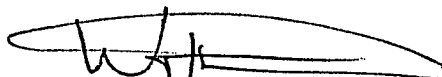
Next Gaming Commission Meeting:

a) **June 13, 2017 at 5:30 p.m.**

Adjournment of Open Session:

Action: D. Corey made a motion to adjourn the Open Session at 5:52 p.m. **Seconded by D. Davis**
Roll Call: J. Wolfe – Yes / D. Corey – Yes / B. Willis – Yes / D. Davis – Yes / 4-Yes, 0-No, 0-Abstain, 0-Absent.
MOTION CARRIED

Submitted by,



Bill Willis, Secretary

Date

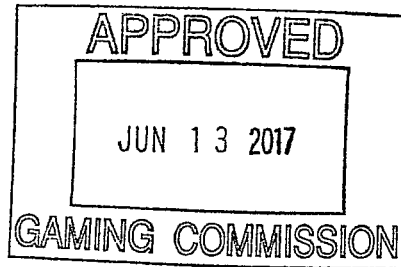
6/13/17

Items moved to Open Session:

a) **Data Financial, Inc.**

Action: D. Corey made a motion to approve the Gaming Vendor License renewal application for Data Financial, Inc. effective August 23, 2017 - license expiration date of August 23, 2018. **Seconded by B. Willis**

Roll Call: J. Wolfe – Yes / D. Corey – Yes / D. Davis – Yes / B. Willis – Yes / 4-Yes, 0-No, 0-Abstain, 0-Absent.
MOTION CARRIED



**LITTLE RIVER BAND OF OTTAWA INDIANS
GAMING COMMISSION MEETING
OPEN SESSION MEETING**

June 13, 2017

Gaming Commission Conference Room
2840 Orchard Highway, Suite A
Manistee, MI 49660

Meeting called to order at 5:46 p.m. by Chairperson, Dave Corey

Present:

Commissioners: Debra Davis, Dave Corey, Bill Willis, Julie Wolfe (telephone)
Commission Staff: Kelly Maser
Others: Rebecca Liebing, Paul Mooney

Approval of Open Session Agenda:

a) **June 13, 2017**

Action: D. Davis made a motion to approve the Open Session Meeting Agenda for June 13, 2017. **Seconded by B. Willis**

Roll Call: D. Davis – Yes / J. Wolfe – Yes / D. Corey – Yes / B. Willis – Yes / 4-Yes, 0-No, 0-Abstain, 0-Absent.
MOTION CARRIED

Approval of Open Session Minutes:

a) **June 6, 2017**

Action: B. Willis made a motion to approve the Open Session Meeting Minutes for June 6, 2017. **Seconded by D. Davis**

Roll Call: B. Willis – Yes / D. Corey – Yes / D. Davis – Yes / J. Wolfe – Yes / 4-Yes, 0-No, 0-Abstain, 4-Absent.
MOTION CARRIED

Old Business:

None

New Business:

None

Discussion Period:

None

Next Gaming Commission Meeting:

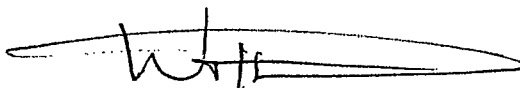
a) **June 20, 2017 at 5:30 p.m.**

Adjournment of Open Session:

Action: D. Corey made a motion to adjourn the Open Session at 5:48 p.m. **Seconded by B. Willis**

Roll Call: J. Wolfe – Yes / B. Willis – Yes / D. Corey – Yes / D. Davis – Yes / 4-Yes, 0-No, 0-Abstain, 0-Absent.
MOTION CARRIED

Submitted by,



Bill Willis, Secretary

Date

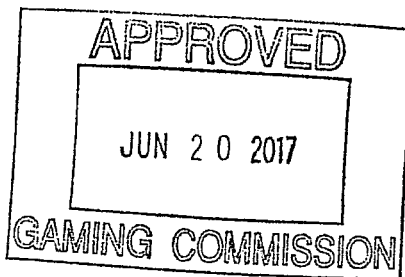
6/20/17

Items moved to Open Session:

a) SMP Communications Corporation

Action: D. Corey made a motion to approve the Non-Gaming Vendor License renewal application for SMP Communications Corporation effective July 23, 2017 - license expiration date of July 23, 2018. **Seconded by D. Davis**

Roll Call: D. Corey – Yes / D. Davis – Yes / B. Willis – Yes / J. Wolfe – Yes / 4-Yes, 0-No, 0-Abstain, 0-Absent.
MOTION CARRIED



**LITTLE RIVER BAND OF OTTAWA INDIANS
GAMING COMMISSION MEETING
OPEN SESSION MEETING
June 20, 2017
Gaming Commission Conference Room
2840 Orchard Highway, Suite A
Manistee, MI 49660**

Meeting called to order at 5:37 p.m. by Chairperson, Dave Corey

Present:

Commissioners: Debra Davis, Dave Corey, Bill Willis, Julie Wolfe (absent)
Commission Staff: Kelly Maser
Others:

Approval of Open Session Agenda:

a) June 20, 2017

Action: B. Willis made a motion to approve the Open Session Meeting Agenda for June 20, 2017. Seconded by D. Davis

Roll Call: D. Corey – Yes / B. Willis – Yes / D. Davis – Yes / J. Wolfe – Absent / 3-Yes, 0-No, 0-Abstain, 1-Absent. MOTION CARRIED

Approval of Open Session Minutes:

a) June 13, 2017

Action: D. Davis made a motion to approve the Open Session Meeting Minutes for June 13, 2017. Seconded by D. Corey

Roll Call: B. Willis – Yes / D. Davis – Yes / J. Wolfe – Absent / D. Corey – Yes / 3-Yes, 0-No, 0-Abstain, 1-Absent. MOTION CARRIED

Old Business:

None

New Business:

None

Discussion Period:

None

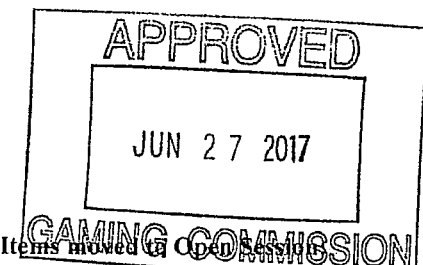
Next Gaming Commission Meeting:

a) June 27, 2017 at 5:30 p.m.

Adjournment of Open Session:

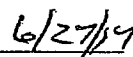
Action: D. Corey made a motion to adjourn the Open Session at 5:41 p.m. Seconded by B. Willis

Roll Call: J. Wolfe – Absent / D. Corey – Yes / B. Willis – Yes / D. Davis – Yes / 3-Yes, 0-No, 0-Abstain, 1-Absent. MOTION CARRIED



Submitted by,


Bill Willis, Secretary


Date

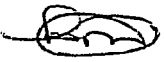


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Gaming Commission**

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Memo

Aániípiish Epiídek (To): Little River Band of Ottawa Indians Gaming Commission

Binjfbidek (From): Kelly Maser, Director of Gaming Regulatory & Compliance 

Maánda Naásaáp (cc):

Naángwa (Date): July 3, 2017

Maánda Nji (Re): Administrative and Licensing – June 2017 Monthly Report

Administrative Assistant – June 2017

- 146 Credit Reports processed
- 146 Sex Offender Record checks processed
- 195 Reference letters processed
- 64 Renewal letters processed
- September 2017 reminder cards processed
- Numerous court checks processed for the employee license applicants
- 55 applications notarized

** Administrative Assistant(s) supports/assists the Background Investigator in the licensing process which includes (not inclusive of) the following: initial contact with applicant explaining the application process and requirements; cursory review of application and attachments upon return to ensure completeness prior to handing all over to the Background Investigator; entry of information to the database/file; responsible for tracking licensees to ensure no license expires without the appropriate notifications being sent to licensee; notarizes forms; schedules appointments for the Background Investigator; distribution of licenses, etc.*

Background Investigator – June 2017 (performed by the Director and new Background Investigator

- 146 Applications/files/investigations reviewed – initial and renewals (Gaming and Non-Gaming)
- Employee License interviews conducted (varied)
- 146 Criminal History Record checks processed (ICHAT)
- 36 Accurate record checks processed (Felony, Misdemeanor, Civil, Driving Record, and Employment (rare))
- 13 set of fingerprints processed

- License/application issues
 - 0
- Suitability Reports filed with the National Indian Gaming Commission (NIGC)
 - 13 Notice of Results
 - 11 License Determination
- 6 Employee License Applications notarized
- 5 Vendor files reviewed (Gaming/Non-Gaming) – Director

Executive Assistant – June 2017

- 4 vendor licenses processed (Gaming/Non-Gaming)
- 8 vendor renewal applications sent to vendors (Gaming/Non-Gaming)
- 1 vendor application sent to prospective new vendor (Gaming/Non-Gaming)
- Received Non-Gaming vendor applications and reviewed for completeness
 - 1 Corporate History Disclosure Form
 - 1 Personal History Disclosure Form
- Received Gaming vendor applications and reviewed for completeness
 - 4 Corporate History Disclosure Form
 - 8 Personal History Disclosure Form
- 5 investigations initiated on vendors
- 9 investigations initiated on vendor control persons
- 4 investigations for vendors reviewed
- 10 investigations for control persons reviewed
- Conducted numerous personal reference checks for vendors
- Ran numerous Sex Offender Reports on vendor control persons
- Conducted numerous license verifications on vendors and control persons
- 5 Dunn & Bradstreet reports ran on vendors
- 8 Gaming Commission meeting agendas prepared
 - 24 Gaming Commission meeting packets assembled and distributed
- 1 Gaming Commission Monthly Report compiled and submitted to Tribal Council
- Reviewed LRRCR Accounts Payable List
- Assisted 15 licensees in the initial and renewal licensing process (completion of application and notarizing)
- 1 Raffle license processed
- 1 Facility license processed

** Executive Assistant supports/assists the Director in the vendor licensing process which includes (not inclusive) the following: initial contact with vendor (and control person(s) when applicable) explaining the application process and requirements; performs cursory review of application and attachments upon return to ensure completeness; initiates investigation; runs Dunn & Bradstreet Reports; conducts license verifications; processes personal reference checks, etc. Also prepares all renewal and initial licensing application letters and sends out licensing application packets; responsible for tracking vendor licensing information to ensure no vendor's license expires without the appropriate notification being sent to the vendor/licensee. Upon completion of all above, the entire file is provided to the Director for review prior to placement on the Gaming Commission Meeting agenda for review and consideration.*

The Executive Assistant fills in as the Administrative Assistant when necessary.