



Choctaw Nation Election Board

MEETING MINUTES

The Election Board met on August 10, 2022, at 1:07 pm in the Ibaichvffa (Membership) Conference Room #1251 at the Choctaw Nation of Oklahoma (CNO) Headquarters Building in Durant, Oklahoma.

The meeting was called to order by Chairperson, Virginia Kay Green.

Invocation was given by Alternate, Wayne Tipps.

Secretary, Candace Perkins, called the roll and the following individuals were present:

Virginia Kay Green, Chairperson

Jane Parent, Member

Candace Perkins, Secretary

Sylvia Sigler, Alternate

Wayne Tipps, Alternate

Jennifer Johnson-Williams, Secretary Alternate

Three (3) voting members of the Board answered roll call – a quorum was established.

APPROVAL OF MINUTES

The Meeting Minutes from the May 11, 2022, Regular Meeting were provided for review to all Board Members and Alternates at this meeting.

Chairperson Green called for Approval of Minutes.

Member Parent made a Motion to Approve the Meeting Minutes from the May 11, 2022, Regular Meeting. – Seconded by Alternate Sigler.

Chairperson Green called for voice vote; **MOTION PASSED.**

UNFINISHED BUSINESS

None.

SECRETARY'S REPORT

Chairperson Green called for the Secretary's Report.



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Secretary Perkins provided the following information to the Board:

- Financial Updates including:
 - An overall financial snapshot of FY22 operating expenses for cost center.
 - One highlight is that PO Box renewals for two (2) rentals was paid on May 20, 2022, with a start date as June 1, 2022. The next renewal date is May 31, 2023.
 - A reminder of the budget timeline for FY23.
- Strategic Updates including:
 - Chief and Tribal Council Election Ordinance:
 - Tribal Council approved CB – 123 – 22 at their regular meeting on May 14, 2022. The council bill rescinds CB-124-18, CB-39-19, and CB-88-19 and approves the revised Chief and Tribal Election Ordinance (also known as Exhibit A of CB-123-22). The council bill authorizes Chief or his designee to apply to the Bureau of Indian Affairs for final approval of the newly revised Election Ordinance.
 - As of June 9, 2022, the revised Election Ordinance (also known as Exhibit A of CB-123-22) has been updated on the Tribal Codes, Acts, and Ordinances webpage: <https://www.choctawnation.com/about/government/tribal-codes/>.
 - Election Management System:
 - Secretary Perkins met with Information Technology team to discuss project on June 24, 2022. It was decided that more research should be conducted on internal and external system components. Next step is for Secretary Perkins to work with the Business System Analyst to draft a request for information (RFI) to send to external vendors.
- Operational Updates including:
 - Legal and Compliance:
 - On June 1, 2022, a Master Service Agreement and Statement of Work for tribal election 2023 was finalized by Secretary Perkins and Terry Rainey, Automated Election Services. Those records have been stored with CNO Legal and CNO Procurement.
 - Record Management:
 - All ballots held in secure location from the Tribal Election 2021 cycle have been destroyed since it has been 90 days after election results were certified.
 - Marketing and Communications:
 - As of May 26, 2022, the Public Notice of the General Election Calendar for 2023 is available on the Tribal Elections webpage only. Anyone who may be interested in filing for elective office may refer to the calendar at www.choctawnation.com/elections.
 - On May 26, 2022, Secretary requested the removal of the 2019 Candidate Guide from the Tribal Elections webpage so that it can be revised according to new Election Ordinance guidelines.
 - Facility Management:
 - On June 16, 2022, Secretary Perkins met with Judge Amy Pierce and her office at the Judicial Center to discuss the Board's use of the center during election weekends. Judge Pierce confirmed that the Board may use the Ceremonial Courtroom as Election



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Command Center for General Election from June 6, 2023, through July 14, 2023, and for Run-off Election from August 3, 2023, through August 11, 2023.

- Election Board Meeting Schedule for CY2022:
 - Next meeting is Wednesday, November 9, 2022, at 1:00 pm.
- Election Board Meeting Schedule for CY2023 was provided to the Board to use as a reference tool when planning for next year.
- Secretary Perkins disclosed to the Board that t-shirts with Election Board brand architecture would be purchased that could be worn during election events. Secretary Perkins and/or Alternate Johnson-Williams would contact each of the Board members and alternates later for sizes.
- An overview of current activities that are ongoing with the CNO Voter Registration (VR):
 - As of August 1, 2022, there are a total of 46,189 registered voters.
 - Voter Registration released its Annual Voter Registration Mail Drive on January 7, 2022, to all tribal members eligible to vote but not currently registered (104,696 letters).
 - As of August 1, 2022, we have received the following: 5,841 letters with an undeliverable address; 881 letters with a forwarding address; and 2,395 completed VR Forms.
 - Voter Registration continues to work with Information Technology to bring voter information to the Chahta Achvffa portal. The first phase is projected to be complete in November 2022.

NEW BUSINESS

- Open Forum for PolicyTech Document Reviews:

All documents were provided for review to all Board Members and Alternates at this meeting.

 - Secretary Perkins made a Motion to approve the use of the Election Board Expense Statement, PolicyTech reference number: 6574 v.4. – Seconded by Chairperson Green.
Chairperson Green called for voice vote; **MOTION PASSED.**
 - Secretary Perkins made a Motion to approve the use of the Election Board Meeting Agenda, PolicyTech reference number: 5654 v.2. – Seconded by Chairperson Green.
Chairperson Green called for voice vote; **MOTION PASSED.**
 - Secretary Perkins made a Motion to approve the Election Board – Statement of Confidentiality as amended, PolicyTech reference number: 5553 v.3.; and to allow Secretary to release the new document version publicly on the Tribal Elections webpage. – Seconded by Member Parent.
Amended document by removing a duplicate sentence from first paragraph.
Chairperson Green called for voice vote; **MOTION PASSED.**

ADJOURNMENT

Secretary Perkins made a Motion to Adjourn the Meeting. – Seconded by Member Parent.

Chairperson Green called for voice vote; **MOTION PASSED.**



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Meeting adjourned at 1:56 pm.

Certification of Meeting Minutes:

X Candace Perkins

Candace Perkins
Secretary

Approved 11-09-2022