



Choctaw Nation Election Board

MEETING MINUTES

The Election Board met on March 08, 2023, at 1:34 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 Board 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

The following individuals were absent: 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 November 09, 2022, Regular Meeting were provided for review to all Board Members and Alternates at this meeting.

Chairperson Green called for Approval of Minutes.

Alternate Sigler made a Motion to Approve the Meeting Minutes from the November 09, 2022, Regular Meeting. – Seconded by Member Parent.

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

UNFINISHED BUSINESS

None.



Choctaw Nation Election Board

SECRETARY'S REPORT

Chairperson Green called for the Secretary's Report.

Secretary Perkins provided the following information to the Board:

- Financial Updates including:
 - A financial snapshot of FY23 operating expenses for cost center.
 - Notification of the approved timeline to complete planning for the FY2024 budget.
- Strategic Updates including:
 - Chief and Tribal Council Election Ordinance (approved via CB – 123 – 22 on May 14, 2022):
 - As of January 16, 2023, The Bureau of Indian Affairs (BIA) of United States Department of Interior issued a response that its review of CB-123-22 and determined that the regulations and procedures contained within CB-123-22 are adequate and approved with no changes. A paper copy of the BIA letter for election code approval was provided to the Board at this meeting.
 - As a reminder, the full election ordinance for CB-123-22 can be found on the Tribal Codes, Acts, and Ordinances webpage at www.choctawnation.com.
 - Election Management System (project with Information Technology):
 - As March 7, 2023, Secretary Perkins is working with Information Technology to develop a solution internally with a phased rollout of functions.
- Operational Updates including:
 - Legal and Compliance:
 - None.
 - Record Management:
 - None.
 - Marketing and Communications:
 - As of November 30, 2022, we are currently waiting on a new Marketing Manager to be assigned to the Board's communication projects. Prior, to our previous Marketing Manager leaving CNO employment, we had already built a tentative communications timeline.
 - A paper copy of the tentative communications timeline was provided to the Board at this meeting. Facility Management:
 - None.
 - Election Board Meeting Schedule for CY2023:
 - Next meeting is Wednesday, April 12, 2023, at 1:00 pm.
 - A paper copy of the meeting schedule was provided to the Board at this meeting.
- An overview of current activities that are ongoing with the CNO Voter Registration (VR):



Choctaw Nation Election Board

- As of March 8, 2023, we have a total of 47,368 registered voters which is 28.35% of the total eligible voters.
- Voter Registration released its Annual Voter Registration Mail Drive on January 6, 2023, to all tribal members eligible to vote but not currently registered. Circulation mailed 97,459 letters.
 - As of March 7, 2023, VR has received 1,188 VR forms to process.
- Voter Information API with Election Service Provider:
 - As of January 10, 2023, Voter Registration is holding the week of March 27th to test automated functions with service provider as a mock election.

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 continued use of the Election Board - Campaign Information Form, PolicyTech reference number: 5879 v2, with no revision necessary. This is a supplemental information form in the Candidate Filing Packet and is considered a part of the candidate's record. – Seconded by Alternate Tipps.

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

- Secretary Perkins made a Motion to approve the continued use of the Election Candidate Insert Policy, PolicyTech reference number: 5626 v1, with no revision necessary. This a policy to identify standards for the Biskinik Tribal Election Guide. – Seconded by Member Parent.

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

- Secretary Perkins made a Motion to approve the continued use of the Election Board – Candidate Insert Acknowledgement Form, PolicyTech reference number: 5881 v1, with no revision necessary. This is a supplemental form in the Candidate Filing Packet and is considered a part of the candidate's record. – Seconded by Alternate Sigler.

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

- Secretary Perkins made a Motion to release an electronic Candidate Filing Packet on the Tribal Elections Webpage by March 31, 2023. The Secretary will compile all candidate filing forms and filing checklist into one electronic file that is easily accessible and fillable via print or type. Per the EO, candidates must still appear in person to file for candidacy, but the use of an electronic packet will allow prospective candidates to prepare a head of filing dates. - Seconded by Alternate Sigler.

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.**

Meeting adjourned at 2:08 pm.



Choctaw Nation Election Board

Certification of Meeting Minutes:

X Candace Perkins

Candace Perkins
Secretary

approved on 4-12-2023