



Choctaw Nation Election Board

MEETING MINUTES

The Election Board met on May 31, 2023, at 1:00 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

Wayne Tipps Jr, Alternate

Jennifer Johnson-Williams, Secretary Alternate

The following individuals were absent: Sylvia Sigler, Alternate

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

APPROVAL OF MINUTES

The Meeting Minutes from the May 24, 2023, Regular Meeting were provided for review to all Board Members and Alternates at this meeting.

Chairperson Green called for Approval of Minutes.

Secretary Perkins made a Motion to Approve the Meeting Minutes from the May 24, 2023, Regular Meeting. – Seconded by Member Parent.

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

UNFINISHED BUSINESS

None.



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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.
 - A paper copy of the service quote from Connections IT, dated May 30, 2023, was provided to the Board at this meeting.
 - Reminder of the approved timeline to complete planning for the FY2024 budget.
- Strategic Updates including:
 - Election Management System (project with Information Technology):
 - As of May 30, 2023, Secretary Perkins received the contract from the CNO Legal Division and forwarded it to Glenn Coffee & Associates for legal review. Since election software development is pretty much a niche market with limited vendors, we decided to try to build our own software. With this decision, CNO Legal would like to approach the development of election software as a contracted project with the Election Board and treat the Board as an independent body from the Executive departments.
 - Secretary Perkins has requested a legal review to be completed by June 30, 2023.
- Operational Updates including:
 - Legal and Compliance:
 - On May 23, 2023, Secretary Perkins contacted Glenn Coffee & Associates to request their assistance in drafting a guidance document for Public Safety/Tribal Officer use in the community on voting days. This request is pending a response from the Board's legal team.
 - No New Update.
 - On May 24, 2023, Secretary Perkins contacted CNO Information Technology to request a meeting to discuss procedures for livestreaming Election Board Hearings so that the Board maintains compliance with Article XXVIII, §1 of the Election Ordinance. The goal of the meeting is to set up a livestream like the Tribal Council Meetings.
 - The meeting is scheduled for Friday, June 2, 2023.
 - Record Management:
 - No new updates.
 - Marketing and Communications:
 - The following public notices and information have been recently published to the Tribal Elections webpage:
 - 5/17/2023 Election Board Meeting Minutes.



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- Facility Management:
 - No new updates.
- Human Resources:
 - No new updates.
- Service Providers:
 - As of May 30, 2023, Secretary Perkins contacted Postmaster, Scott Moore, at the Durant office by phone call. Scott provided his email address so that Secretary Perkins could send an official letter of operations to him to review. The email with the attached operations letter was sent this same day. (Figure 2)
 - On May 31, 2023, a hard copy of the operations letter was hand delivered to the Durant Post Office by Voter Registration Coordinator, Madison Graves, and left for the Postmaster; the Supervisor, Michael Maher; and the Business Reply Account Manager.
 - On May 30, 2023, Procurement assigned a Buyer to the requisition for Connections IT, the surveillance provider at the voting locations. Buyer will begin working on the purchase order.
- Candidates:
 - On May 25, 2023, District 8 Candidate, Larry Wade, paid the \$25 administrative fee for the 2nd Voter List (ts: May 25, 2023); he received it on May 26, 2023.
 - On May 26, 2023, District 11 Candidate, Robert Karr, paid the \$25 administrative fee for the 2nd Voter List (ts: May 25, 2023); his representative received it on May 26, 2023.
 - On May 30, 2023, District 3 Candidate, Marilyn Kay Haering, paid the \$25 administrative fee for the 2nd Voter List (ts: May 25, 2023); she received it on May 30, 2023.
 - On this same day, Kay requested copies of the campaign financial disclosure statements for Eddie Bohanan and Chief Gary Batton. She paid the \$25 administrative fee for each candidate requested. The Secretary will provide the copies to Kay by June 9, 2023.
 - On May 30, 2023, District 2 Candidate, Tony Ward, contacted Secretary Perkins to inquire about the Battiest Community Center being used as an additional voting location. Secretary Perkins explained that the Board made its first selections and released the information to the public so that Tribal Council has enough time to meet and formally request additional locations by their June meeting. Tony said that he will bring the topic of additional voting locations up to Tribal Council at June's meeting and asked if Secretary Perkins would start the evaluation for the new site. Secretary Perkins agreed to start site evaluation but would not make a final assessment until the Board receives a formal request via Council Bill.
 - Due date for Campaign Financial Disclosure Statements [reporting period: May 1, 2023 – May 31, 2023] is today. The last day to submit to Secretary Perkins is June 5, 2023.
- Election Board Meeting Schedule for CY2023:
 - Next meeting is Wednesday, June 7, 2023, from 1pm – 4pm.
- An overview of current activities that are ongoing with the CNO Voter Registration (VR):



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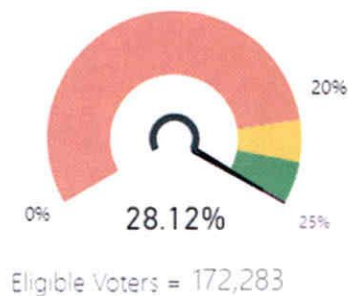
- On May 26, 2023, District 3 Candidate, Marilyn Kay Haering, brought a minor Voter List issue to Secretary Perkins' attention. This minor issue only affects the Voter List report generated in the application and may be an inconvenience to the candidate's ability to send mailers, but it does not affect the mailing list for ballots to voters. Kay was trying to use the mail merge function in the electronic version [Microsoft Excel] and discovered that a small number of addresses were missing zip codes. For example, D3 had 126 missing mailing zip codes out of 1068 addresses from list one (1) and 134 missing mailing zip codes out of 1075 addresses from list two (2). Upon further examination, Secretary Perkins identified missing zip codes on each district's Voter List, so the issue was reported to CNO Information Technology. After research, it was determined that the issue was in the query that builds the system report in which zip codes that only have five (5) characters would not show in the report. The issue was quickly resolved and will not affect voter lists going forward.
 - Secretary Perkins made a Motion to Approve the release of a candidate letter explaining the missing zip codes in the Voter List(s) and that a solution has been initiated to resolve the issue. – Seconded by Member Parent. Chairperson Green called for voice vote; **MOTION PASSED.**
 - Letters will be sent by certified mail to all candidates having an election by Friday, June 2, 2023.
- As of May 31, 2023, we have a total of 48,469 registered voters which is 28.12% of the tribal membership eligible to vote.



Voter Count by District

Voter District	Out Of Nation	In Nation	Grand Total
1		534	748
2		894	1077
3		1206	719
4		455	1701
5		757	1061
6		533	1195
7		1148	1407
8		1403	1319
9		3062	2273
10		683	1060
11		1242	1987
12		1026	737
Unaffiliated	20242	0	20242
Grand Total	33185	15284	48469

Eligible Voters



5/31/23 2:03:15 AM

Last Refresh

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- Voter Information API with Election Service Provider:
 - No new updates.

NEW BUSINESS

None.



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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 1:26 pm.

Certification of Meeting Minutes:

X Candace Perkins
Candace Perkins
Secretary
approved 6-7-2023