CHEROKEE NATION ELECTION COMMISSION

Regular Meeting Minutes
Tuesday, March 12th, 2024

I. Call to order
   - The Regular Meeting of the Cherokee Nation Election Commission was called to order by Chairperson Rick Doherty at 4:00 P.M.

II. Roll call
   - Election Commission Secretary Shawna Calico called roll and a quorum was established with the following Commissioners present:

      Rick Doherty – Chairperson
      Pamela Sellers – Vice Chairperson
      Shawna Calico – Secretary/Treasurer
      Elizabeth Ballew – Commissioner
      Cheryl Cooper - Commissioner
   - Office staff present was: Marcus Fears and Connie Parnell.
   - Election Commission Attorney Harvey Chaffin was present.
   - Election Commission Investigator Nick Goodwin was present.

III. Approval of Minutes
   - Chairperson Rick Doherty asked for approval and/or discussion regarding the minutes of the March 4th, 2024 Special Meeting. Pam Sellers made a motion, which was seconded by Cheryl Cooper to approve the minutes of the March 4th, 2024 Special Meeting. The motion was approved by all Commissioners.

IV. Administrator’s Report
   - Pam Sellers made a motion, which was seconded by Cheryl Cooper to approve the Administrator’s Report. The motion was approved by all Commissioners.
   (Attachment 1)

V. Election Director’s Report
   - Pam Sellers made a motion, which was seconded by Cheryl Cooper to approve the Election Director’s Report. The motion was approved by all Commissioners.
   (Attachment 2)
VI. Attorney's Report
   - None

VII. Old Business
   - None

VIII. Current Items
   - Consideration and possible action on selecting officers of the Election Commission.
     i. Shawna Calico made a motion, which was seconded by Pam Sellers to keep Rick Doherty as Chairperson. The motion was approved by all Commissioners.
     ii. Shawna Calico made a motion, which was seconded by Elizabeth Ballew to keep Pam Sellers as the Vice-Chair/Parliamentarian. The motion was approved by all Commissioners.
     iii. Pam Sellers made a motion, which was seconded by Elizabeth Ballew to keep Shawna Calico as the Secretary/Treasurer. The motion was approved by all Commissioners.
   - Consideration and possible action on choosing Committees of the Election Commission. Pam Sellers made a motion, which was seconded by Cheryl Cooper to approve the Committees of the Election. The motion was approved by all Commissioners. (Attachment 3)
   - Consideration and possible action regarding 2024 Special Election Forms. Pam Sellers made a motion, which was seconded by Cheryl Cooper to approve the 2024 Special Election Forms. The motion was approved by all Commissioners. (Attachment 4)

IX. Executive Session
   - None

X. Action from Executive Session
   - None

XI. Announcements
   - Marcus thanked the council for approving the Timeline for the 2024 Special Election.

XII. Adjourn
   - Pam Sellers made a motion, which was seconded by Cheryl Cooper to adjourn at 4:25 pm. The motion was approved by all Commissioners.
Minutes submitted by Shawna Calico, Secretary/Treasurer

Shawna Calico
I. OFFICE:

The staff processed 118 voter registrations in February. The majority of those coming from Cherokee Vote from Community Meetings. We also finished the project where we were condensing files toward the first cabinet to make room for future growth in the higher numbers at the end. We were able to create a great deal of space for future growth of registered voters. Another small issue was solved in the filing cabinets themselves. Facilities was able to cut pieces of flat bar to serve as cabinet dividers where we didn’t have dividers and it’s working out great.

II. VOTER PROCESSING: As of 03/01/2024

77,559 Total Registered Voters; 43,369 In-District; 34,190 At-Large

Voter Registration Statistics

<table>
<thead>
<tr>
<th></th>
<th>December '23</th>
<th>January '24</th>
<th>February '24</th>
</tr>
</thead>
<tbody>
<tr>
<td>Applications Received</td>
<td>162</td>
<td>28</td>
<td>118</td>
</tr>
<tr>
<td>Applications Rejected</td>
<td>7</td>
<td>1</td>
<td>2</td>
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<tr>
<td>Voters Deleted</td>
<td>497</td>
<td>423</td>
<td>181</td>
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<tr>
<td>Voters Restored</td>
<td></td>
<td>0</td>
<td>0</td>
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</table>

A. Statistical Report:

*Detailed Data by District and Precinct is attached
III. FINANCIAL HIGHLIGHTS:

8 Total Requisitions were submitted for February.
3 – Contracts <$5K; Great America, Genesis, Merrill Storage, First State Bank
2 – Supplies; Sand Tech, 5 Star
1 – Other Operational, 1 – Food, 1 – Warehouse-Copy Paper
<table>
<thead>
<tr>
<th>District</th>
<th>Precinct</th>
<th>Voters</th>
</tr>
</thead>
<tbody>
<tr>
<td>Dist No. 1 Hulbert</td>
<td>Hulbert</td>
<td>1,353</td>
</tr>
<tr>
<td></td>
<td>Okay</td>
<td>349</td>
</tr>
<tr>
<td></td>
<td>Tahlequah (1)</td>
<td>1,700</td>
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<tr>
<td><strong>Total for District</strong></td>
<td></td>
<td><strong>3,402</strong></td>
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<tr>
<td>Dist No. 2 Tahlequah</td>
<td>Briggs</td>
<td>275</td>
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<tr>
<td></td>
<td>Lowrey</td>
<td>299</td>
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<tr>
<td></td>
<td>Tahlequah (2)</td>
<td>2,437</td>
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<tr>
<td><strong>Total for District</strong></td>
<td></td>
<td><strong>3,011</strong></td>
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<tr>
<td>Dist No. 3 Tenkiller</td>
<td>Keys</td>
<td>992</td>
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<td></td>
<td>Tahlequah (3)</td>
<td>1,871</td>
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<tr>
<td><strong>Total for District</strong></td>
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<td><strong>2,863</strong></td>
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<tr>
<td>Dist No. 4 Three Rivers</td>
<td>Ft. Gibson</td>
<td>990</td>
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<tr>
<td></td>
<td>Muskogee</td>
<td>582</td>
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<td></td>
<td>Warner</td>
<td>698</td>
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<td><strong>Total for District</strong></td>
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<td><strong>2,270</strong></td>
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<tr>
<td>Dist No. 5 Redbird</td>
<td>Gore</td>
<td>423</td>
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<td></td>
<td>Sallisaw (5)</td>
<td>631</td>
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<tr>
<td></td>
<td>Vian</td>
<td>1,087</td>
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<tr>
<td><strong>Total for District</strong></td>
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<tr>
<td>Dist No. 6 Sequoyah</td>
<td>Belfonte</td>
<td>123</td>
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<td></td>
<td>Marble City</td>
<td>150</td>
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<tr>
<td></td>
<td>Muldrow</td>
<td>1,570</td>
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<td></td>
<td>Sallisaw (6)</td>
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<td><strong>Total for District</strong></td>
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<td><strong>3,504</strong></td>
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<tr>
<td>Dist No. 7 Flint</td>
<td>Cave Springs</td>
<td>284</td>
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<tr>
<td></td>
<td>Chewey</td>
<td>104</td>
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<tr>
<td></td>
<td>Stilwell (7)</td>
<td>2,442</td>
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<td></td>
<td>Westville (7)</td>
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<tr>
<td><strong>Total for District</strong></td>
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<td><strong>3,478</strong></td>
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<tr>
<td>Dist No. 8 Goingsnake</td>
<td>Bell</td>
<td>310</td>
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<tr>
<td></td>
<td>Stilwell (8)</td>
<td>1,155</td>
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<td></td>
<td>Westville (8)</td>
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<td><strong>Total for District</strong></td>
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<td><strong>1,990</strong></td>
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<tr>
<td>Dist No. 9 Saline</td>
<td>Jay (9)</td>
<td>658</td>
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<td></td>
<td>Kansas</td>
<td>1,372</td>
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<tr>
<td>District</td>
<td>Precinct</td>
<td>Voters</td>
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<tr>
<td>----------------------------------</td>
<td>-----------------</td>
<td>--------</td>
</tr>
<tr>
<td>Dist No. 9 Saline</td>
<td>Kenwood</td>
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<td></td>
<td>Salina (9)</td>
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<td><strong>Total for District</strong></td>
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<tr>
<td>Dist No. 10 Delaware</td>
<td>Afton</td>
<td>589</td>
</tr>
<tr>
<td></td>
<td>Grove</td>
<td>711</td>
</tr>
<tr>
<td></td>
<td>Jay (10)</td>
<td>908</td>
</tr>
<tr>
<td></td>
<td>Pryor (10)</td>
<td>536</td>
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<tr>
<td></td>
<td>Salina (10)</td>
<td>205</td>
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<tr>
<td></td>
<td>Spavinaw</td>
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<td><strong>Total for District</strong></td>
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<td><strong>3,147</strong></td>
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<tr>
<td>Dist No. 11 Coowescoowee - North</td>
<td>S. Coffeyville</td>
<td>486</td>
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<tr>
<td></td>
<td>Vinita</td>
<td>1,942</td>
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<td></td>
<td>Welch</td>
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<td><strong>Total for District</strong></td>
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<td><strong>2,577</strong></td>
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<td>Dist No. 12 Coowescoowee - West</td>
<td>Bartlesville</td>
<td>1,866</td>
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<td></td>
<td>Nowata</td>
<td>686</td>
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<td><strong>Total for District</strong></td>
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<td><strong>2,552</strong></td>
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<tr>
<td>Dist No. 13 Gadusi</td>
<td>Catoosa</td>
<td>352</td>
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<tr>
<td></td>
<td>Collinsville</td>
<td>624</td>
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<td></td>
<td>Owasso</td>
<td>399</td>
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<tr>
<td></td>
<td>Tulsa</td>
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<td><strong>Total for District</strong></td>
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<td><strong>3,285</strong></td>
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<tr>
<td>Dist No. 14 Coowescoowee - Central</td>
<td>Chelsea</td>
<td>583</td>
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<td></td>
<td>Claremore (14)</td>
<td>2,592</td>
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<tr>
<td></td>
<td>Oologah</td>
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<tr>
<td><strong>Total for District</strong></td>
<td></td>
<td><strong>3,633</strong></td>
</tr>
<tr>
<td>Dist No. 15 Coowescoowee - South</td>
<td>Claremore (15)</td>
<td>921</td>
</tr>
<tr>
<td></td>
<td>Locust Grove</td>
<td>877</td>
</tr>
<tr>
<td></td>
<td>Pryor (15)</td>
<td>950</td>
</tr>
<tr>
<td></td>
<td>Salina (15)</td>
<td>53</td>
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<tr>
<td><strong>Total for District</strong></td>
<td></td>
<td><strong>2,801</strong></td>
</tr>
<tr>
<td>At Large</td>
<td>At Large</td>
<td>34,190</td>
</tr>
<tr>
<td><strong>Total for District</strong></td>
<td></td>
<td><strong>34,190</strong></td>
</tr>
<tr>
<td><strong>Grand Total</strong></td>
<td></td>
<td><strong>77,559</strong></td>
</tr>
</tbody>
</table>
February -2024 Directors Report

Well we have changed directions on work.

Working on the new special election with the election tasks:
Time line
Forms
Budget Mod for expenses
Looking for precincts for voting
Precinct officials
Election Setup
Precinct official trainings and locations

Just regular election duties
Bylaws of the Cherokee Nation Election Commission

Article IV. Officers

Officers of the Election Commission will be the Chairperson, Vice-Chairperson/Parliamentarian and Secretary/Treasurer. New officers will be elected annually or as soon as possible after all five commissioners have been seated.
CNEC Committees

**Budget/Contracts:**
Elizabeth Ballew
Rick Doherty
Kendal Bishop
Marcus Fears
Connie Parnell

**Voter Registration & Education:**
Shawna Calico
Cheryl Cooper
Marcus Fears
Charlene Keys
Connie Parnell

**Rules/Policies:**
Shawna Calico
Pamela Sellers
Kendal Bishop
Marcus Fears
Connie Parnell

**Equipment:**
Cheryl Cooper
Elizabeth Ballew
Marcus Fears
Charlene Keys
Connie Parnell

Updated: 03.12.2024
2024 Official Election Forms

1. Voter Registration form   NC
2. Cancelation of Registration Deceased Voter   NC
3. Notification of Registration and Precinct Location   NC
4. Request for Absentee Ballot   change
   For Special election
5. Request for Second set of Absentee ballot   NC
6. Request for Emergency Incapacitated Absentee Ballot   Changed Date Issued
7. Mail Absentee Affidavit envelope   NC
8. Absentee Voting Instructions   NC
9. Early Walk in Absentee Ballot Application   NC
10. Early Walk in Absentee Ballot Accounting Form   NC
11. Early Walk in Absentee Roster   NC
12. Watcher Documents   NC
13. Challenged Ballot Affidavit Envelope   NC
14. Challenged Ballot Check List   NC
15. Challenged Voting information (For the Voter)   NC
16. Election Returns Envelope   NC
17. Election Certificate of Vote   NC
18. Voter Assistance Form   NC
19. Spoiled and/or Mutilated Ballot Envelope   NC
20. Precinct official Forms: Opening the Polls, Closing the Polls, repacking the supplies NC

21. Precinct Facility Questionnaire Change
   Added E-mail address for fast turnaround of contract

22. Precinct Facility Contract (Pay or No Pay) Change
   Election Specific and number 6 on the second page

23. Inspector Contract change
   Election Specific

24. Precinct official / Election Night Help Contract change
   Election Specific

25. Election Commission Extra Help Contract change
   Election Specific
REQUEST FOR EMERGENCY INCAPACITATED
ABSENTEE BALLOT

Voter’s Name ________________________________ (Please Print)

Voter’s Date of Birth __________________________

Voter’s Residence Address __________________________________________

I am a registered voter with a physical incapacity that originated after 5:00 pm on Saturday preceding an election, and I am unable to vote at my regular Precinct. I hereby designate the person named below as my agent for purposes of absentee voting. CNCA Title 26 “Elections” Section 53:

Election __________________________ Election Date ____________________

Voter’s Signature ________________________________________ Date __________

Any Candidate or other person who has made a false statement or violated any provision of the Cherokee Nation Election Law and deemed to be a crime are subject to prosecution, civil penalties and damages.

Witness ___________________________ Witness __________________________

(Witnesses required only if voter is unable to sign this form)

Agent’s Name ______________________________ (Please Print)
Agent’s Signature __________________________________

The person transmitting the request on behalf of the voter may be anyone of the voter’s choosing at least eighteen (18) years of age; provided said person is not a candidate or employed by nor related within the third degree of consanguinity or affinity to any person whose name appears on the ballot.

SWORN STATEMENT BY PHYSICIAN

I swear that the above named person is unable to vote in person at their precinct on the day of the election because of a physical incapacity originated after 5:00 pm on Saturday preceding this election.

Signature of Physician _______________________________ Date __________
Print Name of Physician: __________________________________________

Title ________________________________________________
PRECINCT FACILITY QUESTIONNAIRE

Name of Facility: ___________________________ Phone No.: _______________________
Mailing Address: __________________________
Physical Address: __________________________
Contact Person: ____________________________ Phone: ____________________________
E-Mail address: ____________________________(for contract transmittal)

1. Name and phone # of person to open/close Precinct: ____________________________

2. Are there tables and chairs available? Who will set them up? _______________________

3. Will there be restrooms available? _____________________________________________

4. Will there be a refrigerator and microwave available? _____________________________

5. Would your location be available for precinct official training before the election if needed?
   __________________________________________

NOTES:
   __________________________________________
   __________________________________________
   __________________________________________

Commissioners Signature: ___________________________ Date: _______________________

CNEC Office Processing Only
Fee/Charge: __________ Vendor #: __________________
District/ Precinct: ____________________________
CHEROKEE NATION ELECTION COMMISSION

REGULAR MEETING  SPECIAL MEETING

ELECTION COMMISSION PRESIDED BY: Rick Doherty

MEETING DATE: 3-12-24 at 4:00 AM/PM at the CNEC Office

Commission Member: Present/Absent

Rick Doherty
Pamela Sellers
Shawna Calico
Elizabeth Ballew
Cheryl Cooper

Present/Absent

Quorum Established: YES/NO

CNEC Attorney: Harvey Chaffin
CNEC Investigator: Nick Goodwin

Staff Present: Marcus Fears, Connie Parnell, Kendal Bishop, Charlene Keys

Visitors:

Councilwoman Teehee
Cherokee Nation Election Commission

Regular Meeting Sign-in Sheet

Tuesday, March 12, 2024 4:00 PM

Print Name
Candessa Tehee

Signature