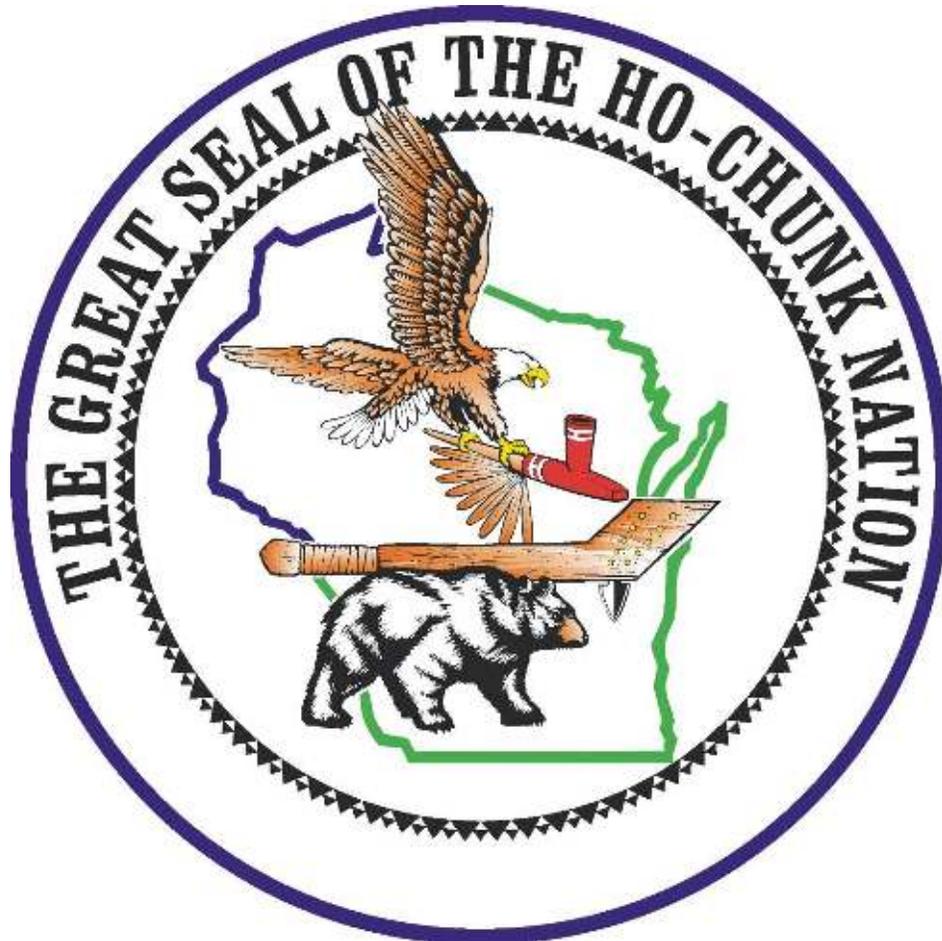


DEPARTMENT OF ADMINISTRATION
Annual Report

July 1, 2021 – June 30, 2022



Mark Leonard
Executive Director of Administration

Vision Statement

The Ho-Chunk Nation Department of Administration aims to serve the needs of its people and communities to thrive economically, socially, and culturally; working to promote entrepreneurial growth while maintaining cultural identity.

Administration's Mission Statement

DEPARTMENT OF ADMINISTRATION ESTABLISHMENT ACT (1 HCC § 2) MISSION STATEMENT

“The Ho-Chunk Department of Administration shall provide the support services and staff necessary for effective operation of the Executive, Legislative, Judicial, and General Council branches of government. In doing so, the Department shall safeguard the interests of the Nation, enhance the sovereignty of the Nation, and exercise stewardship over those resources committed to it by the Nation and foreign jurisdictions.”

Overview

The Department of Administration provides direct services to Ho-Chunk members through branch offices and community centers, the Newsletter, the House of Wellness, District One Community Center and Tribal Office Building. Supportive services to other departments and government branches are provided through executive office maintenance and security, mailroom and courier service, computer and telecommunications system operation, vehicle fleet maintenance, real estate, and planning services.

The end of 2021 fiscal year coming out of the pandemic saw a slight increase of employees recalled to pre pandemic positions. Administration has remained operational utilizing grants (such as CARES and Aid to Tribal Government) to reduce the dependence on the Nation's limited NPD funding.

Administration's number one priority has been protecting the health and safety of the Nation's most precious resource, **the people**. Meaning both the membership and employees. Employees that have continued to interact with the public ensured proper protections and social distancing guidelines that were adhered to. Administration's essential workers have been cross-trained and assigned other duties to ensure uninterrupted services for the people.

House of Wellness

Accomplishments:

HCN Administration Facility House of Wellness hosted 1st HCN Health Covid 19 Mass Vaccination in Sauk County.

HCN House of Wellness Operational through Pandemic Covid 19. 175,332 Facility HOW Entries.

House of Wellness Administration Reopening Fitness and Gymnasium (excluding Pool)

Pandemic Problems and corrective actions taken:

Cross trained Administration Staff due to Staff budget shortage: Security, Fitness, and Maintenance updates each week for attendance and safety duties.

Quick Triage and Doctor/Nurse room changes; Locker rooms and rooms switched to additional waiting and clinical uses.

Facility equipment/mechanical longevity affected due to no/low activity. Equipment Repair and replacement.

Communication

Goals and Strategies for the next fiscal year, recovery:

2024 House of Wellness Administration budget to return to full staffing for full operations- Pre Covid.

Community events rescheduled for youth, adult and elder programming

Fitness/Aquatic memberships to increase, with full operations and programming.

Alternative Funding sources and partnerships:

Green Bay Packer Grant Submission- 2022

Madison Branch Office Annual Report

Accomplishments:

Many of the accomplishments continue to have to do with locating housing, jobs, funds for energy assistance, emergency assistance, notary services and Elder transports which are the services most requested. Other areas have been added to our accomplishments are hosting Covid-19 testing, Drive thru Food Box Program, Drive thru JOM registration and materials pick up, Census assistance, monthly HHCDA Food distribution.

Assist in aiding Ho-Chunk members in finding work through the labor department, assisting with creating resumes, providing up to date job announcements for the Ho-Chunk Nation, City of Madison, Dane County, and educational needs through the resource guide on hand at the office.

Keeping members informed about any assistance that's available through different departments within the HCN and other outside opportunities throughout the city, county, state and US government. Helping Tribal Members complete applications for rental, mortgage and utility assistance. Scanning or faxing the applications to the proper entity.

Giving high priority to Tribal Elders regarding their needs as far as transports, prescription pickup, delivery, grocery shopping and delivery, helping with medication reminders and home visits.

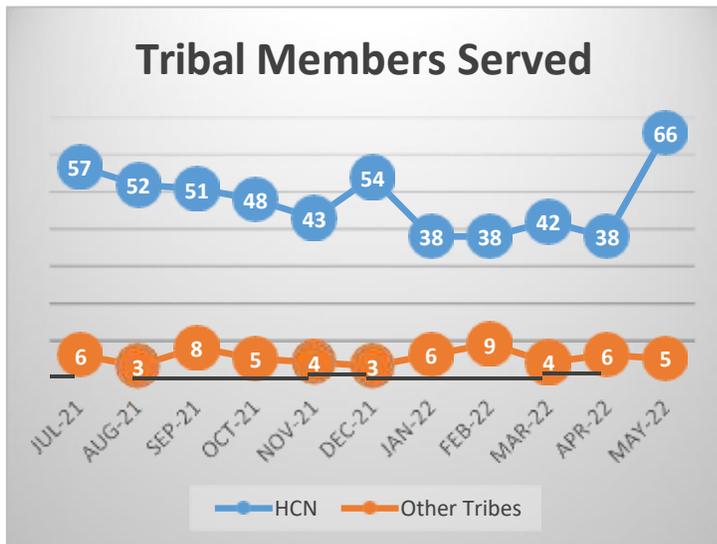
We have slowly been able to open our doors to the public in consideration of the constraints put in place by the Ho-Chunk Nation and CDC requirements. Now we have been able to provide areas of our building to be reserved for various workshops, meetings, trainings, conferences, annual HCN insurance meeting, legislative meetings, safety meetings, birthdays, weddings, feasts, funerals, and more.

Problems/Corrective Actions Taken:

It is an ongoing problem to not be provided with a list of the enrolled tribal members in this area. This office needs to have an updated address list for all Madison area Tribal Members to better serve our people. With the contact information the branch office could notify the members of meetings, workshops, elections, etc. The way that we are able to get this information at present, is by having the Tribal member fill out a form with all of their information. The form includes their Name, last four of the Tribal ID, current address, phone number, e-mail address and a list of their minor children. By them completing the form, it will enable this office to send out the much needed information or upcoming events and updates, which is an extreme help to this office. There are over 125 e-mail addresses for Tribal members. I also post information on Facebook to keep the members up to date on current issues and services.

La Crosse Branch Office

Three Rivers House remained resilient during the pandemic and adapted to be able to provide assistance. Being restricted to "open by appointment only", Three Rivers House has adapted to be able to reach out and provide assistance by being accessible whenever an



District 1

- Ashland
- Trempeleau
- Forest

District 2

- La Crosse
- Monroe
- Vernon

District 4

- Houston MN
- Winona MN
- Allamakee IA
- Olmsted MN



however was convenient for tribal members, whether that’s social media, being able to call/text our cell phones, or drop off/pick up what they need on our way from/to work. We averaged about 48 HCN Tribal members per month and 5 tribal members from other tribes per month. The La Crosse Branch Office has assisted tribal members across three out of the four districts (1, 2, & 4).

Accomplishments that we have achieved were the increase of our contact numbers and maximizing our efficiency with a depleted budget. By utilizing social media, we were able to disseminate information and provide assistance more efficiently. The assistance was not strictly tribal assistance, as we were able to contact other county and non-profit agencies (i.e. La Crosse County Department of Human Services, The Parenting Place, Hunger Task Force, etc.) and assist tribal members with getting assistance through them, whether that’s referrals, helping with the applications, or sending in the required documents.

Tomah Community Center

The Tomah Youth Center, Health Office, and Fitness Center is located at 430 Julie St., Tomah,

WI 54660. The property sits on an approximate 1.2 acre site. The building is 17,500 square-foot. It is utilized by the Department of Health as a Health Office, the Department of Social Services as a Youth Center and the Department of Administration as a Fitness Center and for Community Events or useable space that serves in the best interest of the Ho-Chunk Nation.

The pandemic has created a challenge within all of the communities of the Ho-Chunk Nation. Which had an impact on the use of this facility. Until very recently, the building had been open by appointment only on Monday-Thursday from 8 a.m.-4:30 p.m. We are now open Monday-Friday from 8 a.m.-4:30 p.m. And also offering use of the facility for community events in the evenings by request.

The Tomah Health Office recently had some upgrades with new siding throughout the building and a new employee door. The Health Office provides many services to tribal members including behavioral health services, nutritional advice, nursing care, etc.



The goals of the Tomah facility are consistently the same, to ensure a safe and clean place for all community members and visitors. Our goal is to continue to provide services to the community based on their needs. The office continues to offer notary services, printing, scanning, help with paperwork, and access to computers for tribal employees and tribal members. As well as provide space for community events, gatherings, and sports. The fitness center and gymnasium is open to all Ho-Chunk tribal members, descendants of Ho-Chunk tribal members, and employees of the Ho-Chunk Nation. We are happy to assist over 300 people in the community throughout the year.

Green Bay Branch Office

Provided services to 763 Tribal members and reached a total of 5,370 contacts within the District 3 - Green Bay service area. Services utilized by our Tribal members other than our monthly area meetings, our office has provided local transports for our elderly and handicapped Tribal members. Other services provided were email copy, phone usage, application assistance with enrollment, medical emergency assistance, higher education, and employment opportunities home ownership, HHCA Housing applications, WIFI usage for submitting job applications. Continued assisting HHCA with their rental mortgage. Farm 2 Family food shares began once again by offering Badger Elder boxes once every month. Continue to hand out our remaining emergency cleaning kits to Tribal members upon request and in contact with EWTC (we receive weekly job postings and

several of our Tribal members attend classes there); the Oneida Nation (referred several Tribal members to their Behavioral Health Program); the GB WISE Program (funding 3 part-time elder positions here at the Branch Office who we train); the Brown County (several children referred for child placement as HCSS are understaffed); HC Economic Assistance (several Tribal members requesting Temporary Lodging Assistance as well as Utility assistance); Brown County Adult Protective Services (1 Tribal member was referred): Brown County Health Department (food license): local churches (provided pampers, food and clothing to 2 families when needed); Oneida Veteran's Office (1); EWCAP (2 families referred for rental assistance) and local homeless shelters (4). Our dilapidated fence has also been replaced with a new one. **ALTERNATE FUNDING SOURCES AND PARTNERSHIPS:** Besides the Green Bay WISE Program we also house an Elder Worker (funded by DOL) who teaches sewing, beading, applique design, language and cultural etiquette. Our Green Bay Parent Committee continue to hold fundraisers during the Packer football season to fund our annual events. They have also raised enough funds to fund our annual Ho-Chunk Awareness Event this year (we also plan to include the celebration of it being our 10th anniversary of having our Branch Office here in Green Bay) scheduled for August 10, 2022.

Milwaukee Branch Office

ACCOMPLISHMENTS

Provided services to 116 tribal members (unduplicated). We offered computer use (25), scan/fax (57), copies (42) and phone usage. The branch office had 140+ walk-ins who needed clerical assistance, education resources and transports. We've had elder/handicapped transports throughout the year for those in need. We have also opened the office for tribal member usage and area meetings. Hunger Task Force has also reached out for Badgerbox and Stockbox (elders) distribution.

PANDEMIC PROBLEMS

From the start of the fiscal year, the office has been opened limited hours, with minimal staff. Beginning in March of 2022, The Nation opened up the non-gaming facilities. This should help tribal members take care of their paperwork (copy, fax, and scan).

GOALS AND STRATEGIES

The main goal of the Milwaukee Branch Office is to return to full staff, as to accommodate the large number of tribal members in the Greater Milwaukee Area. We would like to be able for tribal members to be able to use the facility for family functions.

ACCOMPLISHMENTS

Although it was a 'growing' year for all of us, the office has managed to be able to 're-unite' with tribal members in the area. Youth Services is also gaining more ground in helping children in their program. We've recently reconnected with Hunger Task Force which will bring more area members to the office.

Siga Funmaker Community Center

During FY 2022 many notable community events were held at SFCC. There were various outside and inside events, as well as food distributions.

Community members received multiple distributions of personal protective equipment, including face masks for youth and adults. Community members were notified promptly of pandemic-related changes

by postings in the building and on the SFCC Facebook page. The building hours were modified according to the Administrative Orders as they were issued, with a return to 8 AM to 4:30 PM Monday through Friday in May 2022.

Address vacancies promptly now that the building is fully open, so community members do not experience lower levels of service. Maintain a consistently pleasant working environment for all departments hosted in the building. Continue to maintain a safe, clean building. Continue to incorporate cultural aspects and healthy lifestyle choices in various ways at the Center.

The Pac Haci Community continues to have many who participate in and initiate fundraisers of various types. It should move our numbers in the upward way, as it will remind them that we are here for them.

District 1 Community Center

D1CC re-opened to the community January 11, 2021. With two staff working limited hours with safety precautions in order.

January 2021 Jonas membership system was implemented at D1CC.

Jonas system count January 2021 – June 2022: Check in 1,892

May 3, 2021 through January 2022, hours were expanded to 6:00 a.m. to 6:00 p.m. Monday through Thursday. Fridays were for cleaning and sanitizing. January 2022 through June 2022 hours 6a.m. to 4:30 p.m. due to staffing.

July 2021 D1CC opens Multi-purpose, Community Education rooms for use.

55 Total D1 Facility use requests which include: HCN Departmental meetings, trainings, CPR classes. Birthday meals, Celebrations, wakes and funerals.

July 29, 2021 Secretary Kathy Blumenfeld from Wisconsin Department of Financial Institutions toured D1 Community Center with Ho-Chunk Nation President WhiteEagle and staff.

Services, general information, and meetings or trainings were relayed to community members via the D1CC site

D1CC Shapeshifters weight loss contest participants 154.

Goals for Fiscal Year 2022 -2023

*Increase community exercise activities and tournaments, i.e. Shape Shifters, Basketball, Volleyball, Horseshoe, Three-on-Three, Still Got It, Punt, Pass & Kick, Quarterback Football Challenge, Golf Skills Challenge, Strong Man Challenge, Bean Bag Tournament, Youth Wrestling, Girls Volleyball practice, Little League Baseball and Softball practice, Youth Basketball Camps, Zumba, Tai Chi, Mix Martial Arts Training, Elder Exercise classes, and Personal Training.

*Increase cultural activities and interdepartmental training, i.e., Pinaga lessons, tournaments, Moccasin tournaments, Kaasu, traditional dress sewing classes, beadwork classes, moccasin making classes, Little Thunder drum group teaching singing/drumming weekly, and Autumn White teaching dancing to young ladies (Health Department grant), Fatherhood/Motherhood Community meetings, Linking Generations by Strengthening Relationships with Behavioral Health, First Listeners Ho-Chunk Language, Life Skills, CPR/First Aid, Department staff meetings, etc.

*Increase assistance to tribal members who wish to use computers and need assistance with job applications, resumes, and filling out applications for assistance, etc.

	GREEN BAY	MADISON	LACROSSE
<u>TYPE OF CONTACT</u>			
SOCIAL MEDIA	600		754
COPY/SCAN	304	1525	
WALK INS	459	575	209
NOTARY	27	99	
CALLS	472	693	583
TRANSPORT	14	256	
EMAIL	3494	126277	1232
TEXTS	57		913
COMPUTER USE	20	448	
<u>SERVICES</u>			
TAU	43	91	
YOUTH SERVICES	12		
GENERAL COUNCIL	15	12	
SOCIAL SERVICES	3		
ENROLLMENT	19	82	
HOUSING	21		
HHCDA	103	243	
EDUCATION	30	2	
DNR	8		
OOP	1		
DOL	5		
Total Served	763	575	527

- *Increase room usage for educational, religious, cultural, and social purposes to strengthen the physical, mental, and spiritual well-being of our tribal employees, and our community.

Accomplishments for Fiscal Year 2021-22

- Planned and began implementing a modernized security project through ongoing upgrades, protecting and strengthening the Nations digital assets. This cutting-edge technology includes hardware, software, network security tools and compliancy utilizing federal ARPA funds alleviating \$4-5 million over the next 5 years from the Nations NPD funds.

- Implemented an IT helpdesk contact center providing a more expedited response to the Nation’s government and businesses.
- Collaborated with Casino Marketing to initiate new digital signage in gaming facilities.
- Implemented a mass notification system to enhance communication within the HCN through text and emails.
- Created seven new programs by bolstering department efficiency and standardization.
- Continued to provide uninterrupted support and services throughout the COVID-9 pandemic.

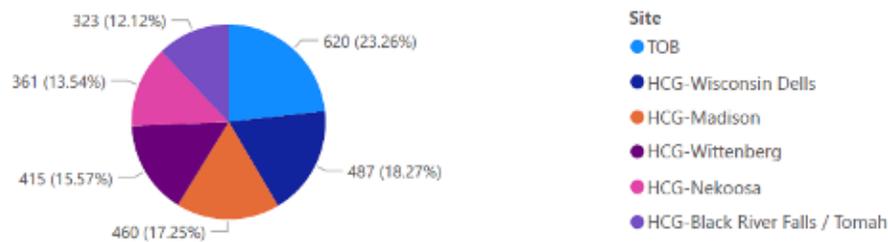
Goals for Fiscal Year 2022-23

- Finish implementing the ARPA Security Project – Continuing to strengthen the Nations intellectual assets by minimalizing security threats and vulnerabilities.
- IT Help Desk Metrics – Implement a new IT ticketing system to capture metrics analyzing useful data to provide better service and efficiency.
- Improve IT Purchasing procedures - standardizing processes and documentation
- Lawson Update - Work with Treasury and Personnel to make the Ho-Chunk Nation’s use of the Lawson ERP system more reliable and accurate.

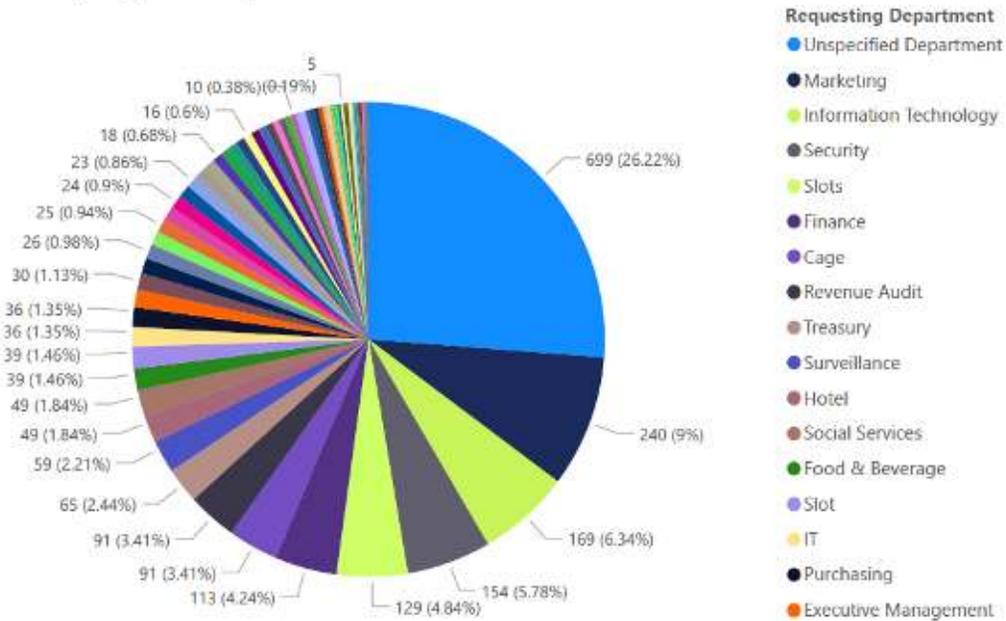
IT Division of the Department of Administration

The Division continues to work diligently to provide high quality responsive services to all Branches of the Ho-Chunk Nation while continuing to utilize most current technology available.

IT Tickets By Site



IT Tickets By Requested Department



Records Management Department

As of May 30, 2022 the Records Management Department has conducted and filled 176 records searches. This number is down very significantly from previous years due to the reduction in the workforce due to the COVID-19 pandemic. Normally we receive and fill over 500 records search requests. We filled searches from many departments and some tribal members.

As of May 30, 2022, 1650 boxes were transported for storage in FY21-22, normally that number is around 3500.

During FY21-22 we sent out three shipments of records to Georgia Pacific Harmon Recycling that had met their retention requirements – those three shipments weighed around 40tons, and brought in \$2,408+ in revenue that went to the general fund. (We have yet to receive a check for our last shipment sent out in May 2022).

Due to being short staffed, we had to utilize staff from IT to help with pulling boxes for destruction and shelving boxes last fall.

The Records Management Paper Recycling Policy and the Community Paper Recycling Policy were both approved.

The Records Clerk II staff person resigned in May, leaving one person in the department. Staff from IT, and possibly DOL programs, will have to be utilized to try to meet departmental

deadlines in regards to pulling boxes that have met their retention requirements, shelving boxes that have come in for storage and inventory.

Newsletter

The Hocak Worak is a bi-monthly newsletter of the Ho-Chunk Nation. The staff consisted of an Editor and an Administrative Assistant, who returned mid-October 2021. There were no Reporters the entire fiscal year. Reporters typically cover events and stories regarding the Ho-Chunk Nation government's four branches: Executive, Legislative, Judiciary, and General Council. Coverage also includes: Ho-Chunk Nation sponsored events, Ho-Chunk culture and communities, and other areas of interest to the Ho-Chunk Nation membership. The Hocak Worak provides space for the branches of government, commissions, committees, departments, divisions, and tribal members to give notice and make announcements about various functions. Lastly, the Hocak Worak publishes Enrollment Eligibility lists, Legislative meeting minutes, legal notices, and notices on elections and general council meetings.

1. Accomplishments

Published twenty-four issues that were directly mailed and in news racks for distribution.

Printed three thousand, one hundred and twenty nine copies of each issue, plus have our online version at www.hocakworak.com.

Received approval to reinstate the Administrative Assistant position. The Editor prioritized this position because she learned eighty percent of her time was spent conducting those job duties while the entire staff was on a lay off status.

The Editor single handedly maintained the Newsletter division from April 2020 until October 2021.

The Newsletter serves as the sole news outlet for the Ho-Chunk Nation and provides a written record of Ho-Chunk history and its activities.

2. Problems and Corrective Actions Taken

The Hocak Worak has been limited in story coverage. We have no reporters due to the pandemic and Ho-Chunk Nation layoffs. Corrective Actions taken included widening the net for press releases and focused on publishing resources available to Hocak Worak readers amidst the pandemic.

The Editor single handedly maintained the Newsletter division from April 2020 until October 2021.

She prioritized drafting, layout, publishing, and distribution of each Hocak Worak issue.

Delivery service misplaced an entire shipment of office copies of one 2021 Hocak Worak issue.

Corrective Actions included resuming picking up office copies in person and keeping returned mail of the missing issue.

3. Goals and Strategies for the next fiscal year

Gain one or two Reporter positions in the next fiscal year budget.

Assist with the Nation's strategic plan by assisting in breaking down silos and being a venue for departments to share information.

Create and develop two new positions within the Newsletter Division – graphic designer and multimedia reporter.

Provide a professional multimedia presence of the Hocak Worak to the Ho-Chunk Nation membership.

Create a restricted account where Newsletter has access to subscription and advertising fees.

4. Alternative funding sources and partnerships

Create a restricted account where Newsletter has access to subscription and advertising fees.

No other funding source has been sought or researched due to the scarcity of Newsletter staff.

5. Photographs

Photographs are attached the email that delivered this letter.

1. *Wijicat'inga*
Ardith Van Riper
Editor
2. Special General Council
Andrew Blackhawk Memorial Pow-Wow Grounds near Black River Falls, Wisconsin
September 18, 2021
3. Annual General Council
Milwaukee, Wisconsin
December 11, 2021

Planning and Development Division

The Planning and Development Division was not funded for the 2021-2022 Fiscal Budget as a result of budget cuts during the height of the COVID 19 pandemic. At the request of the Executive Director of Administration, the Planning and Development was re-established with one full time staff. A second position was added during the last six months of the FY.

- I. Accomplishments during the prior fiscal year
 - a. Collaborated with the Judiciary Branch in Grant supporting the Peacemaking Circle
 - b. Assisted in developing the Peacemaking Project for Ho-Chunk Nation
 - c. Participated in Legislative Workgroups:
 - i. Broadband Workgroup
 - ii. Sustainable and Clean Energy Workgroup
 - iii. Abandon Homes Workgroup
 - iv. Maax Hegiic Division of Agriculture Strategic Plan
 - d. Develop Budget for Planning and Development for FY 2022-2023
 - e. Held Public Hearing for proposed day care building (LDT)
- II. Pandemic problems and corrective actions taken
 - a. Re-establishment of the Planning and Development Division
- III. Goals and strategies for the next fiscal year, recovery
 - a. Oversight on LDT meetings/Actions
 - b. Develop Request for Ho-Chunk Nation Comprehensive Needs Assessment
 - c. Hire a Planning and Development Director
 - d. Develop Project Plan for Division of Planning and Development – Major Goals
 - i. Annual Report for General council
 - ii. County Impact Reports
 - iii. Comprehensive Needs Assessment
 - iv. Broadband

- v. Land Use Plans
- vi. 7871 IRS Code
- vii. Research Grants

The role of the Grant Specialist this past year was to continually search, identify, facilitate, and implement grant opportunities. Available grant opportunities were sent to respective Departments for consideration. It is each Department's responsibility to decide if a grant should be pursued. The Grant Specialist then can assist in that process as each Department has their own subject matter experts.

The Department of Administration received a grant from Great Lakes Inter Tribal Council for supplies needed to assist the Covid efforts in the Maintenance Department.

The Grant Specialist was instrumental in organizing and carrying out functions as an administrative assistant to the Land Development Team. This included coordinating meetings, taking meeting minutes and submitting documents to Legislature on a monthly basis.

The Grant Specialist was tasked to update the County Impact Reports. While these were completed; due to Covid there was a lack of information being received to compile a good extensive report. So, these reports were significantly smaller in length this last year.

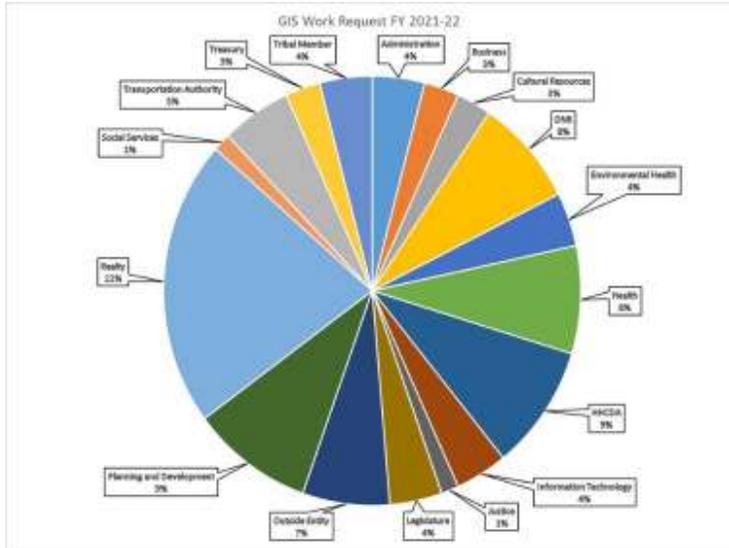
Realty

Realty's accomplishments

Realty continues to provide high-quality services to the membership and other government entities. In the 21-22 FY, the Realty Division achieved multiple milestones for fee to trust and leases applications. In addition, Realty employees continue to work diligently to provide administration of the Nation's land holdings during the COVID-19 pandemic.

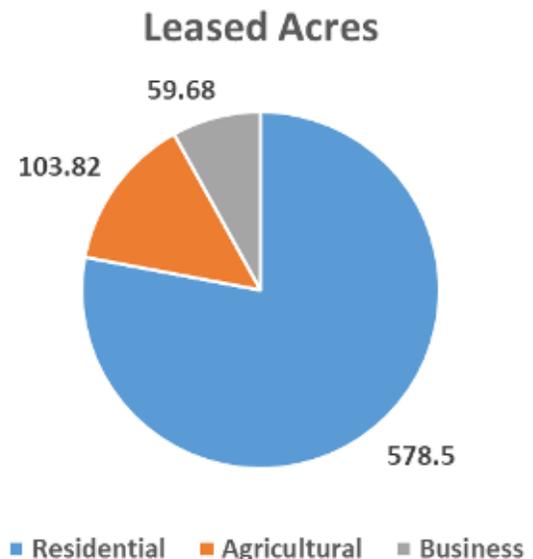
The Register of Deeds processed 91 recordings of original documents of the Nation's lands including but not limited to: Deeds, Easements, various leases, real estate mortgages, satisfaction of mortgage/shelter agreements and probates. Process payments of the Nation's real estate taxes in 18-WI, 2-MN, and 2-IL counties. Logged over 100+ occurrences of serving and assisting HC Members with matters such as but not limited to: searching County and BIA records to provide fee and trust property information such as land inventory, deeds, mortgages, and probates of family members. Prepare and provide address verification relating to trust properties, assisting with applications and Last Will & Testament storage management.

The GIS Section processed 74 unique service requests to multiple departments and divisions over the course of the fiscal year.



Maintained an available [residential lot viewer app](#) to assist tribal members in finding a location to build a home on Ho-Chunk Nation Trust land. Oversaw the updating of the Nation’s broadband GIS Application that helped the broadband workgroup further achieve the Nation’s goal of delivering much needed access to reliable internet speeds for membership. Data extracted from this application supported a grant submission for the NTIA Tribal Broadband Connectivity Program that if funded, would bring increased broadband internet speeds to 48% of the identified members deemed at least underserved on the Nation trust property. New GIS applications included the ATV/UTV Routes, Agricultural Lease, and enrolment by county application.

The Leasing Office processed 24 Residential, Agricultural, Allotment and Business Leases on Trust and Fee. The leased acreage totaled 743 acres across Jackson, Monroe, Sauk, Shawano, Vernon and Wood Counties. The Legislature passed an amendment to the Nation’s Trust Leasing Code that enabled the Executive Branch to approve leases for residential trust property. This amendment is expected to reduce administrative costs and get leases to our member quicker.



Continued to work on the Nation’s 14+ pending fee to trust applications. Village West (Sauk) and the Beloit (Rock) property achieved trust status this fiscal year. These properties total 426.18 acres in newly acquired trust properties furthering the Nation’s jurisdiction. Multiple milestones

were reached for various other fee to trust applications in Clark, Jackson, Juneau, Monroe and Shawano.

Christenson South (30)	JACKSON COUNTY
Ruxton North (5.9587)	JACKSON COUNTY
Maplewood (11.93)	JACKSON COUNTY
HC Village West (397)	SAUK COUNTY: Went into trust: May 16, 2022.
DeJope Parking (4)	DANE COUNTY:
White Otter (271)	JUNEAU COUNTY:
Red Banks (8.5)	BROWN COUNTY:
Decorah (4.6)	OUTAGAMIE COUNTY:
Mauston 40 (40)	JUNEAU COUNTY:
Language(5.91)	JUNEAU COUNTY:
Nueske (38.2)	SHAWANO COUNTY
Beloit (32.7)	ROCK COUNTY: Went into trust: May 26, 2022.
Starved Rock (4)	ILLINOIS:

Goals and strategies for the next fiscal year

Continue to work with Legislature to amend various outdated codes.

Continue working with the Legislature and BIA on placing lands into trust status for the Ho-Chunk Nation.

One major goal for this upcoming year is to hire a GIS specialists to help expand the GIS Office's workload and outreach to other departments. One way the office plans to do outreach is by making more web services and applications for different departments. The office will also look to complete more certifications and trainings, along with attending conferences to help network and stay in the loop of all the updates to Geospatial Technology.

GIS will continue to disseminate COVID-19 and Vaccination data in time efficient manner.

Maintenance – TOB

Department Overview:

Maintenance keeps all of the Administration Facilities up to standards by completing the needed maintenance and up keep of the Facilities. Maintenance assists with HVAC, Electrical, Grounds keeping, Maintenance and Housekeeping needs.

Accomplishments during the fiscal year:

Accomplishments was Servicing all Administration Buildings/Properties and other departments that contact us for assistance. Service all Administration Buildings/Properties and other departments that contact us for assistance. Maintenance did all of these items listed.

- Electrical Needs
- HVAC
- Snow removal for BRF non-gaming Facilities
- Grounds keeping for BRF non-gaming Facilities
- Up keep of BRF and Dells Pow Wow Grounds
- Housekeeping Needs

Pandemic Problems and Corrective Actions taken

Due to COVID 19 Maintenance continued to focus on sanitizing the door handles, front area, bathrooms and entire building. This is a continuous process.

Problems and corrective actions taken:

- We really need storage for all of our equipment. We have nowhere to put them so they sit out in the elements of the weather. All of our new equipment just sits outside. We have budgeted for a pull shed to store all of this equipment in but it was denied in the budget process.

Goals and strategies for the next fiscal year:

- Keep working on getting the Nations Facilities cleaned up
- Get all of the Administration Buildings on line in the HVAC programs
- Continue to do Building inspections at all of the Administration Facilities