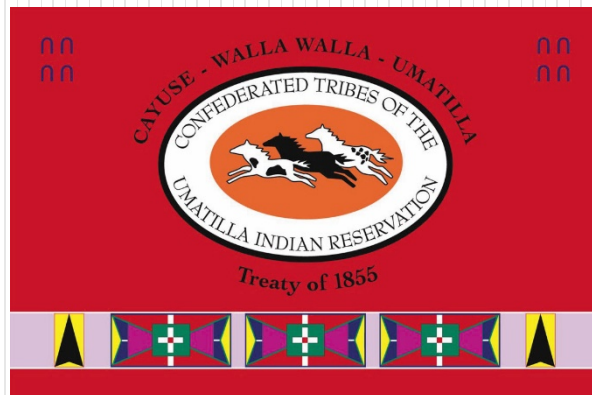


Administration

Enrollment

Progress Report

January – December 2020



Organizational Chart

Office of Enrollment

Enrollment Officer

Toni Minthorn

Tribal Member Benefits Coordinator
Cindy Freston

Administrative Office Manager
Elfrina Lubrin

Mission Statement

The Enrollment Office seeks to maintain a complete and accurate roll of CTUIR Tribal members and provide them with the benefits of Tribal membership available through the Enrollment Office. The office will operate as a data center for the CTUIR to provide current and accurate information to Tribal departments and programs regarding Tribal enrollment and Umatilla Indian Reservation demographics

Goals

- 1. Maintain a complete and accurate roll of CTUIR Tribal members.
- 2. Provide Tribal members with the benefits of Tribal membership available through the Enrollment Office.
- 3. Operate as a Vital Statistics Data Center for the CTUIR.
- 4. Management of the Enrollment Office.

Accomplishments / Progress

- In 2020, we enrolled 50 new Tribal members and had 31 deaths.
- There are currently 22 applications for enrollment on pending status.
- We also processed a little over 1000 address changes so we are able to keep track of where our Tribal members live, giving us the ability to produce demographic data on Tribal members whenever needed.

Accomplishments / Progress

- The CTUIR has many benefits available to Tribal Members that are available through the Enrollment Office. Below is a summary of some of our more basic services:
 - Produced about 200 Employee Badges and a little over 600 Tribal Identification Cards.
 - We provided numerous copies of birth certificates, certificates of Enrollment and Indian Blood, and many verifications of enrollment for Departments and Programs and outside agencies.
 - We provide dozens of verifications of Gaming and Elders Assistance income to outside agencies.

Accomplishments / Progress

Benefits also include monthly Elders Payments and Funeral Assistance; reported below:

- Elders age 65 and older receive the monthly Elders Assistance payment.
- There were 31 Tribal member deaths in 2020, resulting in \$114,839.00 in assistance provided for funerals,
- In 2020, 10 headstones were purchased. (The limit is \$250 per person, unless there is funding left over from the \$4,500 allowance, in which event that money can be spent on a headstone.)

Accomplishments / Progress

Gaming Distributions are another benefit of the Enrollment Office.

February 2020 Gaming Distribution information:

- Payments were made to 3,134 Tribal members; 790 Minors and 2,344 adults with 17 adults missing.
- 392 adults were EFT payments, 1,348 to loans or other garnishments and the rest were mailed.
- There were 272 draws from the Custodial Accounts, 69 of which were EFT payments, the rest were mailed. There were also 18 payments out of the Rabbi Trust accounts.

Accomplishments / Progress

May 2020 Gaming Distribution information:

- Payments were made to 3,156 Tribal members; 800 minors and 2,356 adults with 10 missing adults.
- 403 adults were EFT payments, 1,206 to loans or other garnishments and the rest were mailed.
- There were 316 draws from the Custodial Accounts, 94 of which were EFT payments, the rest were mailed. There were also 13 Rabbi Trust account payouts.

There were 5 requests to draw from Minor Rabbi Trust accounts, 2 of which was approved.

Accomplishments / Progress

August 2020 Gaming Distribution information:

- Payments were made to 3,149 Tribal members; 785 Minors and 2,364 adults with 5 adults missing.
- 420 adults were EFT payments, 1,338 to loans or other garnishments and the rest were mailed.
- There were 339 draws from the Custodial Accounts, 91 of which were EFT payments, the rest were mailed. There were also 16 payments out of the Rabbi Trust accounts.

Accomplishments / Progress

November 2020 Gaming Distribution information:

- Payments were made to 3,148 Tribal members; 787 minors and 2,363 adults with 3 missing adults.
- 366 adults were EFT payments, 1,180 to loans or other garnishments and the rest were mailed.
- There were 391 draws from the Custodial Accounts, 91 of which were EFT payments, the rest were mailed. There were also 16 Rabbi Trust account payouts.

There were 3 requests to draw from Minor Rabbi Trust accounts, none were approved.

Accomplishments / Progress

Other Enrollment Accomplishments:

- Continued distribution of the Sisseton Wahpeton Settlement payments per month:

• January – 9	April – 4	July – 1	October - 3
• February – 4	May – 2	August – 0	November - 2
• March - 4	June – 2	September – 2	December - 0

At the end of 2020, there were 151 minors that had funds remaining in their accounts, 104 of them had the full amount available.

Accomplishments / Progress

Enrollment is very proactive with regard to succession training and Elfrina has taken an active role in learning management responsibilities by serving on committees as follows:

- Tribal Fatality Review Team, which reviews deaths on the reservation with a focus on domestic violence and partner relationships. This began in 2019 and is believed to be the first Tribal review team of this sort in the nation.
- Elfrina serves on two BOT Priority Teams
- Elfrina chaired the Tribal Complete County Committee for the Umatilla Reservation for the 2020 Census.

Accomplishments / Progress



Toni & Elfrina both served as Tribal representatives on the Umatilla County Complete Count Committee for the 2020 Census. This entailed coordinating with the county and other cities within the county to ensure a complete count was done.

Achievements that are NOT in your Annual Work Plan



The Deward Walker Report was made available to the Enrollment Commission, they will provide input to the BOT in an upcoming work session.

Achievements that are NOT in your Annual Work Plan



2020 proved to be a very challenging year for the Enrollment Office with the added assistance distributions for Tribal members. With several large mailings going out regarding both the financial assistance and the Chromebooks, we kept busy enough to require the addition of 2 temporary workers from October through December, both of whom were Tribal members.

Accomplishments / Progress

Special COVID-19 Distributions

We processed a \$300 distribution to all CTUIR Tribal members on April 12, 2020.

A second distribution for \$750 mailed out on July 12th.

The follow up on these continues, as we still have people whose checks have come back in the mail and a handful of unresolved custody issues. We're also assisting the Finance office with tracking down over 100 checks that show as being uncashed, yet no contact has been made from the payee.

Accomplishments / Progress

4th Quarter CARES Payment:

The BOT approved a CARES payment of \$750.00. This required sending an application and cover letter out.

December 18 was the deadline to submit the applications. All but 556 adults got theirs turned in and were issued the payment. For the minors, all but 77 received the payment. Of the 3148 eligible members, 2516 (80%) received the payment.

Accomplishments / Progress

Chromebook Distribution:

Education conducted a distribution to most of the local students. Enrollment handled the distribution to students living out of the area. Enrollment sent out multiple mailings of notification letters and disclaimers. We have 255 of our students living out of the area. After the initial distribution, the remaining Chromebooks were transferred to our department and we continue to work at getting them sent out.