

AUGUST 2010

# PROGRAMS & SERVICES

P H O N E   D I R E C T O R Y





# Contents

---

Emergency Telephone Numbers .....	3	Corporate Commission .....	31
Toll-Free Telephone Numbers.....	5	• Band Member Development (BMD) Department	
Department Fax Numbers.....	6	• Corporate Commission-Owned Businesses	
Chief Executive's Office.....	9	Education .....	33
• Government Affairs		• Nay Ah Shing Schools	
Legislative Branch .....	11	• Ojibwe Language and Culture Center	
• Band Assembly Elected Officials		• Minisinaakwaang Leadership Academy	
• Band Assembly Appointed Official		• Pine Grove Leadership Academy	
• Band Assembly Employees		• Early Education	
Judicial Branch .....	13	• District II East Lake/Isle Education Outreach Program	
• Tribal Court		• District III Aazhoomog Education Outreach Program	
Administration .....	15	• Public School Outreach Program	
• Community Centers		• Community Recreation and Sports (CRS)	
• Urban Office		• Higher Education	
• Human Resources		• Library	
• Information Systems Department		Gaming Regulatory Authority .....	45
• Notary Public Services		Health and Human Services .....	47
• Self-Governance Office		• Ne-la-Shing Clinic	
• Child Support Enforcement Program		• Aazhoomog Clinic	
• Grants Department		• District II Clinic Services	
• Workforce Center		• Public Health	
Circle of Health .....	23	• Behavioral Health Services	
Community Development.....	25	• Family Services	
• Public Works Department		• Community Support Services	
• Facilities Maintenance		Justice, Department of .....	71
• Project Management		• Office of the Solicitor General	
• Housing Department		• Tribal Police	
• Entrepreneurial and Financial Literacy Program		• Emergency Management	
		• Public Safety	
		• Mille Lacs Band Legal Aid	
		• District Court Liaison Services	

---

Management and Budget, Office of....75

- Employee Payroll Services
- Insurance Services
- Revolving Loan Fund
- Burial Insurance
- Discretionary Loan Program

Natural Resources .....77

- Wildlife Program
- Wild Rice Program
- DNR Enforcement Program
- Hunting and Fishing Licenses
- Air Program
- Ground Water Program
- Surface Water Program
- Water Quality Lab
- Land and Real Estate Services
- Historical Preservation
- Fire Program
- Land Maintenance
- Tribal Operations Department

Appendix A.....83

- Corporate Commission-Owned Business Directory

Appendix B.....86

- Band Member-Owned Business Directory

Appendix C.....91

- Loan Policies

Appendix D.....96

- Burial Insurance Policy

Appendix E.....98

- Band Member Discretionary Loan Program

Mille Lacs Band of Ojibwe  
 43408 Oodena Drive  
 Onamia, MN 56359  
 320/532-4181  
 800/709-6445  
[www.millelacsband.com](http://www.millelacsband.com)



# Emergency Telephone Numbers

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## **IF YOU HAVE AN EMERGENCY DURING REGULAR OFFICE HOURS:**

- Call 911 first
- Call the Tribal Police Department directly ..... 320/532-3430

## **IF YOU HAVE AN EMERGENCY OUTSIDE OF REGULAR OFFICE HOURS, CALL 911 FOR THE FOLLOWING:**

- Crime, accident, or safety emergency
- Fire
- Health or medical emergency
- Chemical dependency – to report suicidal symptoms, violence, or a need for detoxification

## **EMERGENCY MANAGEMENT**

24-hour fire, disaster, and emergency management response  
Monte Fronk, *Emergency Management Coordinator* ..... (c) 320/362-0435

## **DOMESTIC VIOLENCE**

Raina Killspotted, *Women's Project Shelter Manager* ..... (c) 320/630-2677  
Women's Project Shelter ..... 866/867-4006

## **HEATING, WATER, OR OTHER HOME-RELATED MAINTENANCE PROBLEMS**

If you live in a Mille Lacs Band Housing-maintained home, call for housing maintenance service in your district. During regular business hours, please call our Customer Service Representative at 800/709-6445, ext. 7799. If you live in a home not maintained by the Mille Lacs Band and need assistance after hours with utilities or heating, please contact:

After Hours Emergency Service ..... 866/822-8538  
(Press 1, 2 or 3 for respective districts.)

## **SNOW EMERGENCY**

Anthony Pike, *Roads Supervisor* ..... (c) 320/630-2619  
Brian Scheinost, *Public Works Administrator* ..... (c) 320/630-2624

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## MILLE LACS BAND FAMILY SERVICES

Foster Care .....320/630-2663  
Social Worker .....320/630-2444  
Toll-free .....800/709-6445, ext. 7588

**(c) = Cellular Phone**

**(f) = Fax**

# Toll-Free Telephone Numbers

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**GOVERNMENT CENTER** .....800/709-6445

**CIRCLE OF HEALTH** .....800/491-6106

**CLINICS**

Ne-la-Shing .....888/622-4163

Aazhoomog .....877/884-0149

**COMMUNITY CENTERS**

District I .....800/709-6445, ext. 7585

District II East Lake .....877/768-3311

District II Chiminising .....877/676-1299

District III .....877/884-6240

**CORPORATE COMMISSION** .....800/746-9805

**FAMILY SERVICES** .....800/651-7490

**NAY AH SHING SCHOOLS**

Upper School .....800/709-6445, ext. 2100

Lower School .....800/709-6445, ext. 2200

**WORKFORCE CENTER** .....800/922-4457

Elder Supplemental Income Program .....800/922-4457

Temporary Assistance for Needy Families (TANF) .....800/922-4457

# Department Fax Numbers

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**CHIEF EXECUTIVE** ..... 320/532-5800

**LEGISLATIVE BRANCH** ..... 320/532-7506

**JUDICIAL BRANCH**

Tribal Court ..... 320/532-3153

**CIRCLE OF HEALTH** ..... 320/676-8235

**ADMINISTRATION** ..... 320/532-7505

Urban Office ..... 612/872-1257

Employment and Training ..... 320/532-3785

Benefit Issuance ..... 320/532-3785

Urban TANF Office ..... 612/870-3631

**COMMUNITY DEVELOPMENT** ..... 320/532-4197

Housing Department ..... 320/532-4192

**CORPORATE COMMISSION** ..... 320/532-8890

Band Member Development ..... 320/532-8896

**EDUCATION**

Commissioner of Education ..... 320/532-7505

Early Education ..... 320/532-7862

Nay Ah Shing Abinoojiyag Lower School ..... 320/532-4718

Nay Ah Shing Upper School ..... 320/532-4675

Community Recreation and Sports ..... 320/532-7581

Mille Lacs Tribal College ..... 320/495-3707

Ojibwe Language and Culture Center ..... 320/233-7440

**HEALTH AND HUMAN SERVICES** ..... 320/532-4354

Public Health ..... 320/532-7524

Chemical Dependency/Mental Health ..... 320/532-7583

Family Services ..... 320/532-7803

Community Support Services ..... 320/532-4354

Energy Services ..... 320/532-7546

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<b>DEPARTMENT OF JUSTICE</b> .....	320/532-4190
Office of the Solicitor General .....	320/532-7836
<b>OFFICE OF MANAGEMENT AND BUDGET</b> .....	320/532-5402
<b>NATURAL RESOURCES</b> .....	320/320-4209
DNR Enforcement .....	320/532-7782
Land and Real Estate .....	320/532-7780
Tribal Enrollment .....	320/532-7566



# Chief Executive's Office

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The Chief Executive's Office includes the Mille Lacs Band Chief Executive, assistants, and a coordinator.

Marge Anderson, <i>Chief Executive</i> .....	320/532-7486
<i>Executive Assistant</i> .....	320/532-7828
<i>Deputy Assistant</i> .....	320/532-7487
<i>Administrative Assistant</i> .....	320/532-7486
<i>Administrative Assistant</i> .....	320/532-7484
<i>Special Projects Coordinator</i> .....	320/532-7863

## GOVERNMENT AFFAIRS

The Government Affairs staff conducts lobbying efforts and ensures that the Band's interests are properly represented, coordinated and monitored at the local, state and federal government levels.

Office of Government Affairs .....	320/384-4661
Elizabeth Scott, <i>Administrative Assistant</i> .....	320/384-4661
.....	.elizabeth.scott@millelacsband.com
Jamie Edwards, <i>Government Affairs Coordinator/State</i> .....	612/850-2124
.....	.jsedwards2007@google.com
Toya Stewart Downey, <i>Journalist/Editor</i> .....	612/250-8727
.....	.toya.stewart@millelacsband.com



# Legislative Branch

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The Legislative Branch is responsible for enacting laws to promote the general welfare of the Band and to appropriate all Band revenue. This branch of the Band's government includes the elected officials who make up the Band Assembly and those who assist the Band Assembly.

## **BAND ASSEMBLY ELECTED OFFICIALS**

Curt Kalk, <i>Secretary/Treasurer</i> . . . . .	320/532-7427
Sandra Blake, <i>District I Representative</i> . . . . .	320/532-7424
Marvin Bruneau, <i>District II Representative</i> . . . . .	320/532-7425
Diane Gibbs, <i>District III Representative</i> . . . . .	320/532-7426

## **SNOW REMOVAL**

District I, II and III Representatives have assumed the responsibility for arranging for snow removal on sidewalks and walk paths to propane tanks and meters in their respective districts for Band Elders and disabled Band members. These Band members may call their District Representative or community center for assistance.

Judy Virnig, <i>District I Administrative Assistant</i> . . . . .	320/532-7423
. . . . .	.judy.virnig@millelacsband.com
Jen Waugh, <i>District II Administrative Assistant</i> . . . . .	218/768-3311
. . . . .	.jen.waugh@millelacsband.com
Lesley Sam, <i>District IIA Administrative Assistant</i> . . . . .	320/676-1102
. . . . .	.lesley.sam@millelacsband.com
Vacant, <i>District III Administrative Assistant</i> . . . . .	320/384-6240

## **BAND ASSEMBLY APPOINTED OFFICIAL**

Angella Roby, <i>Commissioner of Finance</i> . . . . .	320/532-7475
. . . . .	.angella.robby@millelacsband.com

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## **BAND ASSEMBLY EMPLOYEES**

Sylvia Villebrun, *Parliamentarian/Clerk of the Assembly* ..... 320/532-7420  
.....sylvia.villebrun@millelacsband.com  
Elaine Smith, *Legislative Counsel* ..... 320/532-7421  
.....elaine.smith@millelacsband.com  
Darla Roache, *Office Manager* ..... 320/532-7536  
.....darla.roache@millelacsband.com  
Judy Virnig, *District I Administrative Assistant* ..... 320/532-7423  
.....judy.virnig@millelacsband.com  
Beatrice Mitchell, *District I Legislative Community Center Coordinator* . . . . 320/532-7585  
.....beatrice.mitchell@millelacsband.com  
Jen Waugh, *District II Administrative Assistant* ..... 218/768-3311  
.....jen.waugh@millelacsband.com  
Lesley Sam, *District IIa Administrative Assistant* ..... 320/676-1102  
.....lesley.sam@millelacsband.com  
Vacant, *District III Administrative Assistant* ..... 320/384-6240  
Eloise Wind, *Legislative Receptionist* ..... 320/532-7428  
.....eloise.wind@millelacsband.com  
Sarah Crannell, *Legislative Assistant* ..... 320/532-7422  
.....sarah.crannell@millelacsband.com

# Judicial Branch

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## TRIBAL COURT

The Tribal Court consists of a Court of Appeals and a District Court. The Appeals Court consists of one judge from each of the reservation's three districts, one of these being the Chief Justice. The Appeals Court handles any appeals from District Court. The District Court hears all civil cases, including traffic and natural resource violations, small claims, family cases, juvenile justice cases, and more.

Vacant, <i>Tribal Court Office Assistant</i> .....	320/532-7400
Rayna Mattinas, <i>Chief Justice</i>	
Clarence Boyd, <i>Associate Justice for Court of Appeals, District I</i>	
Kathy Hedstrom, <i>Associate Justice for Court of Appeals, District II</i>	
Rayna Mattinas, <i>Associate Justice for Court of Appeals, District III</i>	
Richard Osburn, <i>District Court Judge</i>	
Gilda Burr, <i>Court Administrator</i> .....	320/532-7401
.....	.gilda.burr@millelacsband.com
Marie Pike, <i>Civil Court Clerk</i> .....	320/532-7404
.....	.marie.pike@millelacsband.com
Tina Merrill, <i>Child Support &amp; Criminal Court Clerk</i> .....	320/532-7553
.....	.tina.merrill@millelacsband.com
Andrea Stish, <i>Law Clerk</i> .....	320/532-7758
.....	.andrea.stish@millelacsband.com



# Administration

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The Department of Administration is responsible for the day-to-day operations of the tribal government, including administering all grants and contracts and overseeing all personnel issues and lobbying activities as directed by the Chief Executive.

John Dunkley, *Commissioner of Administration* ..... 320/532-7530  
.....john.dunkley@millelacsband.com  
Carolyn Shaw, *Assistant Commissioner of Administration* ..... 320/532-7480  
.....carolyn.shaw@millelacsband.com  
Angel Oehrlein, *Executive Assistant* ..... 320/532-7478  
.....angel.oehrlein@millelacsband.com

## COMMUNITY CENTERS

The community centers offer numerous programs and services to youth, adults and Elders in their communities. The specific programs and services the centers offer are listed separately under the appropriate department.

### District I Community Center

Beatrice Mitchell, *District I Legislative Community Center Coordinator*  
.....beatrice.mitchell@millelacsband.com  
43408 Oodena Drive  
Onamia, MN 56359 ..... 320/532-7423  
..... 800/709-6445, ext. 7585

### District IIA (Chiminising) Community Center

Carmen Green, *Program Administrator*  
.....carmen.green@millelacsband.com  
2605 Chiminising Drive  
Isle, MN 56342 ..... 320/676-1102  
..... 877/676-1299

### District II (East Lake) Community Center

Renee Moore, *Program Administrator*  
.....renee.moore@millelacsband.com  
36666 Highway 65  
McGregor, MN 55760 ..... 218/768-3311  
..... 877/768-3311

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**District III (Lake Lena) Community Center**

Michelle Peer, *Program Administrator*

.....michelle.peer@millelacsband.com

45749 Grace Lake Road

Sandstone, MN 55072 .....320/384-6240

.....877/884-6240

**URBAN OFFICE**

The Urban Office is open Monday through Friday. Services available at the Urban Office include: Band hunting and fishing licenses, referrals for traditional healing and other services, notices of meetings and other events, and forms related to Band enrollment, insurance, loans, tribal identification, emergency assistance, scholarships, and other services. Please call for availability.

Barb Benjamin-Robertson, *Urban Program Administrator*

.....barb.br@millelacsband.com

1433 East Franklin Avenue, Suite 7C

Minneapolis, MN 55404 .....612/872-1424

**ANUNGOOG NANDONÉ (SEARCH FOR THE STARS)**

This is an incentive program for urban Band youth in grades kindergarten through 12. Students are eligible for Star Awards if they make the “A” or “B” honor roll, have perfect attendance, or receive a commendation note about their respectfulness, helpfulness, participation or achievements from a teacher or coach. Old Country Buffet has partnered with the Urban Office to sponsor the end-of-the-school-year celebration and provide meal awards for athletic achievement, arts and performance, perfect attendance, and Eager Reader Awards.

**COMPUTER USE**

Band members are given free access to a computer during regular business hours.

**EDUCATIONAL/OJIBWE LANGUAGE/CULTURAL/ARTS & CRAFTS CLASSES**

Various classes are offered throughout the year. Please call the Urban Office for more details.

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## **REFERRALS TO INDIAN CHILD WELFARE ACT (ICWA) SOCIAL WORKERS**

The Urban Office provides referrals to ICWA Social Workers, now located at the Minnesota Chippewa Tribe (MCT) office, who offer case management and other social services to Band families that have children in the foster care system.

## **TRANSPORTATION**

Transportation is provided to major Mille Lacs Band events.

## **SPECIAL EVENTS**

The Urban Office holds events including an end-of-the-school-year celebration and community picnic, which celebrates the work of students, their families, and the community.

## **COMMUNITY MONTHLY MEETINGS**

Held on the last Thursday of every month, these meetings give urban Band members the opportunity to gather and receive updates on issues that affect them and on programs and services being offered in the urban area and on the reservation.

## **ELDERS' OUTINGS/TRIPS/MEETINGS**

Regular meetings and outings for recreation and entertainment are offered to Band Elders.

## **URBAN UPDATE**

The Urban Update, which is a monthly supplement to the Band's *Ojibwe Inaajimowin* newspaper, informs urban Band members about issues and activities that are relevant to them.

## **K-12 HOLIDAY GIFT CARD PROGRAM**

The Urban Office is continuing the Holiday Gift Card Program to reward students for their academic and school attendance and to help them out during the busy holiday and winter seasons. In past years, many students were excited to have some extra spending money for themselves or for whomever they wanted to share it with. Please contact the Urban Office for more information on this and other holiday programs.

## **VOLUNTEER APPRECIATION PROGRAM**

This program recognizes volunteers' contributions of valuable time and service at Urban Office functions and events.

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## URBAN HONORING OUR PRE-SCHOOLERS (UHOPS)

This program celebrates students' successes in participating in Head Start or Early Education for kindergarten preparation.

## HUMAN RESOURCES

### PERSONNEL POLICIES

Band employees can contact the department with any questions about the Band government's personnel policies.

Michael Harralson, *Director of Human Resources* ..... 320/532-7488  
..... michael.harralson@millelacsband.com

### FRINGE BENEFITS AND WORKERS' COMPENSATION

Band employees can contact the department with any questions about their health, dental, and life insurance plans; disability coverage; 401(k) plan; and workers' compensation.

Cyrilla Bauer, *Benefits Coordinator* ..... 320/532-7477  
..... cyrilla.bauer@millelacsband.com

### JOB OPENINGS

The department is responsible for posting current job openings with the Band's government and completing employment verifications and background and driver's license checks.

Shannon Ramsey, *Employment Specialist* ..... 320/532-7460  
..... shannon.ramsey@millelacsband.com  
Craig Hansen, *Human Resources Generalist* ..... 320/532-4778  
..... craig.hansen@millelacsband.com  
Vacant, *Human Resources Administrative Assistant* ..... 320/532-4742

### SAFETY/RISK MANAGEMENT

In order to help Band employees perform their jobs safely, the department provides them with safety training and information. Band employees can also receive assistance in handling workers' compensation issues.

Robert Thompson, *Safety/Risk Manager* ..... 320/532-7841  
..... rob.thompson@millelacsband.com

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## EMPLOYEE ASSISTANCE PROGRAM

This program assists Band employees whose job performance may be affected by health or other issues.

Darlene Day, *Mediator/Investigator* ..... 320/532-7847  
..... darlene.day@millelacsband.com

## INFORMATION SYSTEMS DEPARTMENT

The Information Systems Department is responsible for the computers, computer networks, and telephone systems throughout the Government Center, community centers, clinics, and the Urban Office.

Keith Modglin, *Information Systems Director* ..... 320/532-4736  
..... keith.modglin@millelacsband.com  
Susanna Schaaf, *Information Systems Technician* ..... 320/532-7503  
..... susanna.schaaf@millelacsband.com  
Clayton Benjamin, *Information Systems Technician* ..... 320/532-4707  
..... clayton.benjamin@millelacsband.com  
Dean Smallwood, *Information Systems Technician* ..... 320/532-7406  
..... dean.smallwood@millelacsband.com  
Craig Parsons, *Information Systems Technician* ..... 320/532-7584  
..... craig.parsons@millelacsband.com

## NOTARY PUBLIC SERVICES

Notary Publics attest to or certify writings to make them authentic and official. Notary public services are offered free of charge to Band members.

District I Office ..... 320/532-7440  
District III Office ..... 320/384-6240  
Urban Office ..... 612/872-1424

## SELF-GOVERNANCE OFFICE

The Self-Governance Office is responsible for monitoring and implementing permanent self-governance laws within the United States Department of the Interior and the Department of Health and Human Services.

John Mojica, *Self-Governance Coordinator* ..... 320/532-7479  
..... john.mojica@millelacsband.com

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## CHILD SUPPORT ENFORCEMENT PROGRAM

The Child Support Enforcement Program is currently under development. The program will assist Band members through the legal process of child support, including helping determine child support obligations and enforcing those obligations.

Vacant, *Child Support Enforcement Director* . . . . . 320/532-7752  
Rachel Sam, *Administrative Assistant* . . . . . 320/532-7755  
. . . . . rachel.sam@millelacsband.com

## GRANTS DEPARTMENT

The Grants Department seeks funding from federal, state, and philanthropic agencies to benefit Mille Lacs Band operated programs. The grants staff is available to assist department directors with programmatic compliance requirements and formulate strategies for future funding pursuits.

Elysha Gellerman, *Interim Director/Grants Compliance Manager* . . . . . 320/532-4776  
. . . . . elysha.gellerman@millelacsband.com  
Shawna Sam, *Grants Department Assistant* . . . . . 320/532-7577  
. . . . . shawna.sam@millelacsband.com

## WORKFORCE CENTER

The Workforce Center was established under Public Law 280 102-477 as a one-stop center for eligible recognized tribal members that meet the 200% poverty limit to assist with obtaining or retaining employment. It also helps families become self-sufficient through Adult and Youth Comprehensive Services that promote lifelong learning as a means to achieve viable and competitive occupational skills.

Workforce Center toll-free number . . . . . 800/922-4457  
Workforce Center Receptionist . . . . . 320/532-7407  
Workforce Center fax . . . . . (f) 320/532-3785  
Christine Costello, *Executive Director* . . . . . 320/532-7556  
. . . . . christine.costello@millelacsband.com  
Beverly Sutton, *Technical Support Coordinator* . . . . . 320/532-7595  
. . . . . beverly.sutton@millelacsband.com  
James Eubanks, *Technical Support Assistant* . . . . . 320/532-4741  
. . . . . james.eubanks@millelacsband.com  
Theresa Romard, *Job Developer* . . . . . 320/532-7867  
. . . . . theresa.romard@millelacsband.com  
Deb Campbell, *Lead Instructor* . . . . . 320/532-7811  
. . . . . deb.campbell@millelacsband.com

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Lori Trail, <i>District I Case Manager</i> .....	320/532-7559
.....	.lori.trail@millelacsband.com
Tami Gahbow, <i>District I Case Manager</i> .....	320/532-7544
.....	tami.gahbow@millelacsband.com
Vacant, <i>District I Case Manager</i> .....	320/532-4706
Judy Brown, <i>District II Case Manager</i> .....	218/768-2427
.....	judy.brown@millelacsband.com
Diane Gibbs, <i>District III Case Manager</i> .....	320/384-7443
.....	diane.gibbs@millelacsband.com
Tammy Smith, <i>Internal Compliance Coordinator</i> .....	320/532-7563
.....	tammy.smith@millelacsband.com
Heidi Mans, <i>Child Care Coordinator</i> .....	320/532-7554
.....	heidi.mans@millelacsband.com
Dan Boyd, <i>Elder Services</i> .....	320/532-7797
.....	dan.boyd@millelacsband.com

**URBAN WORKFORCE CENTER STAFF**

Workforce Center – Urban Office .....	866/746-4888
Urban Office fax .....	612/870-3631
Lois Graham, <i>Urban Office Receptionist</i> .....	612/746-4800
.....	lois.graham@millelacsband.com
Alberta Loso, <i>Case Manager</i> .....	612/746-4812
.....	alberta.losos@millelacsband.com
Brenda Beaulieu, <i>Job Developer</i> .....	612/746-4805
.....	brenda.beaulieu@millelacsband.com
Darla Howard, <i>Case Manager</i> .....	612/746-4808
.....	darla.howard@millelacsband.com
Dionne Thompson, <i>Case Manager</i> .....	612/746-4809
.....	dionne.thompson@millelacsband.com
Starr Means, <i>Case Manager</i> .....	612/746-4813
.....	starr.means@millelacsband.com
Patricia LaFontaine, <i>Administrative Technical Support</i> .....	612/746-4824
.....	patricia.lafontaine@millelacsband.com
Sara Loud, <i>Case Manager</i> .....	612/746-4811
.....	sara.loud@millelacsband.com
Simon Yang, <i>Job Developer</i> .....	612/746-4804
.....	simon.yang@millelacsband.com
Stephanie Thompson, <i>Case Manager</i> .....	612/746-4807
.....	stephanie.thompson@millelacsband.com

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## **TEMPORARY ASSISTANCE FOR NEEDY FAMILIES (TANF)**

The Workforce Center provides Jobs Placement Training and Temporary Assistance for Needy Families (TANF) for Mille Lacs Band members that reside in Aitkin, Benton, Crow Wing, Pine, Morrison, and Mille Lacs counties. The Urban Office provides TANF/Native Employment Works (NEW) services for Minnesota Chippewa Tribe members residing in Hennepin, Anoka and Ramsey counties. These programs provide work readiness services, employment services, support services, and training services in conjunction with the TANF programs.

## **General Equivalency Diploma (GED) Assistance/Adult Basic Education (ABE)**

GED and ABE are achieved through a combination of independent and classroom study. Instruction is also available for basic education needs. Technology Centers in each reservation district and Urban Office provide opportunities to access computers for employment and educational needs and computer instruction. Job seeking training, employment skills training, and family budgeting classes are offered throughout the year.

## **Elder Supplemental Income Program**

This program provides a monthly payment to Mille Lacs Band Elders who are at least age 55 and are determined disabled by the Social Security Administration or who are age 62 or older to assist them in meeting their basic needs. Elders are eligible to receive up to \$500 per month.

## **Child Care Assistance Program**

This program is designed to assist TANF families with the cost of child care while working, at employment activities, attending school, or job seeking.

## **Youth Summer Employment**

This program provides employment for eligible youth giving them opportunities to gain employment skills and on-the-job experience.

# Circle of Health

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## CIRCLE OF HEALTH

Circle of Health is a Mille Lacs Band program that pays for deductibles, copays, and insurance premiums for Mille Lacs Band members. Circle of Health is the payer of last resort. All Band members are eligible no matter where they live. One policy per family/household is allowed.

Michelle Palomaki, *Circle of Health Director* .....320/676-8214, ext. 251  
.....michelle.palomaki@millelacsband.com  
2605 Chiminising Drive  
Isle, MN 56342

## CLAIMS PROCESSORS

Band members can contact a claims processor regarding their individual claims or reimbursements. The alphabet is divided according to Band members' last names.

David Boyd, *Claims Processor for A-L* .....320/676-8214, ext. 254  
.....dave.boyd@millelacsband.com  
Roberta Lemieux, *Claims Processor for M-Z* .....320/676-8214, ext. 256  
.....roberta.lemieux@millelacsband.com

## BENEFIT COORDINATOR

This position was created to assist Band members in acquiring health insurance, organize community outreach, and work closely with other Health and Human Services programs.

Dawn Chosa, *Benefit Coordinator* .....320/676-8214, ext. 255  
.....dawn.chosa@millelacsband.com

## REIMBURSEMENTS

For reimbursement claims, please allow a two- to six-week grace period from the date of submission to process. If you have not received a reimbursement or denial after six weeks, contact your Claims Processor or the Circle of Health Director.

Michelle Palomaki, *Circle of Health Director* .....320/676-8214, ext. 251  
.....michelle.palomaki@millelacsband.com



# Community Development

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**FOR HOUSING EMERGENCIES, CALL 866/822-8538 (Press 1, 2 or 3 for respective districts.)**

The Community Development Department strives to provide development and improvement services that promote safety, security, and cultural sensitivity while building communities.

Sam Moose, *Commissioner of Community Development* ..... 320/532-7508  
.....sam.moose@millelacsband.com  
Jodi Benson, *Operations Manager* ..... 320/532-7549  
.....jodi.benson@millelacsband.com  
Carla Dunkley, *Executive Assistant* ..... 320/532-7429  
.....carla.dunkley@millelacsband.com  
Maggie Premo, *Receptionist* ..... 320/532-7448  
.....maggie.premo@millelacsband.com

## **PUBLIC WORKS DEPARTMENT**

Brian Scheinost, *Director of Public Works* ..... 320/532-7437  
.....brian.scheinost@millelacsband.com

## **ROADS**

Anthony Pike, *Supervisor* ..... 320/532-7729

## **COMMUNITY CLEAN-UP DAY**

Each year, all three districts participate in a spring cleaning. Solid Waste provides dumpsters in designated areas for Band members to use so they can clean their homes and yards.

## **WATER/WASTEWATER**

Dan Gammon, *Supervisor* ..... 320/532-7591  
.....dan.gammon@millelacsband.com

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## FACILITIES MAINTENANCE

Rhonda Sam, <i>Manager of Facilities</i> .....	320/532-7431
.....rhonda.sam@millelacsband.com	
Dan Smith, <i>Assistant Manager of Facilities</i> .....	320/532-4181
.....dan.smith@millelacsband.com	
Rosa Colton, <i>District II Supervisor</i> .....	218/768-3311
Shelley Boyd, <i>District IIa Maintenance</i> .....	320/676-1106
.....shelley.boyd@millelacsband.com	
Patty O'Brien, <i>District III Supervisor</i> .....	320/384-6240
.....patty.o'brien@millelacsband.com	

## PROJECT MANAGEMENT

This team oversees all phases of government-funded construction projects, which include civic buildings, renovations, new home construction, parks, and infrastructure.

Mike Moilanen, <i>Director of Planning and Project Management</i> .....	320/532-7438
.....mike.moilanen@millelacsband.com	
Travis Lund, <i>Project Manager</i> .....	320/532-7464
.....travis.lund@millelacsband.com	
Ryan Jendro, <i>Lead Project Coordinator</i> .....	320/532-7857
.....ryan.jendro@millelacsband.com	
Jeff Matrious, <i>Project Coordinator</i> .....	320/532-7432
.....jeff.matrious@millelacsband.com	
Ron Anderson, <i>Project Coordinator</i> .....	320/532-4774
.....ron.anderson@millelacsband.com	

## HOUSING DEPARTMENT

The goal of the Mille Lacs Band of Ojibwe Housing Department is to provide affordable, attractive, safe and comfortable homes to Mille Lacs Band members. New programs and services may be developed periodically, so please call for more information.

Arlene Weous, <i>Director</i> .....	320/532-4734
.....arlene.weous@millelacsband.com	
Vacant, <i>General Manager</i> .....	320/532-7454

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## HOME LOAN PROGRAM

Financing is provided to qualified applicants to purchase an existing home, construct a new home, or refinance an existing home mortgage. The home may be located on private property or on tribal land. Mobile homes are not financed, but certain modular homes may be considered if approved in advance. Maximum loan amounts depend upon program limits and the individual's income and other long-term debts.

Applicants' incomes are verified and credit checks are conducted. A perfect credit history is not required, but it must be reasonable as defined by the Housing Board, which makes decisions regarding the Home Loan Program. Policies are reviewed as necessary and are subject to change. There may be a waiting list for this program.

Pete Nayquonabe, *Finance Manager* ..... 320/532-7435  
.....pete.nayquonabe@millelacsband.com  
Mary Bedausky, *Loan Coordinator* ..... 320/532-7748  
.....mary.bedausky@millelacsband.com

## HOME RENOVATION LOAN PROGRAM

Financing is provided to qualified applicants to renovate an existing home. Applicants' incomes are verified and credit checks are conducted.

Mary Bedausky, *Loan Coordinator* ..... 320/532-7748  
.....mary.bedausky@millelacsband.com

## AFFORDABLE RENTAL HOUSING UNITS

Single-family rental units are available to Band members. Rent is based on the total household income, and occupancy standards apply. A damage deposit is required prior to occupancy. Because the demand for affordable housing exceeds the supply, there are waiting lists for these units.

Gina Anderson, *Property Manager* ..... 320/532-7456  
.....gina.anderson@millelacsband.com  
Beverly Nayquonabe, *Resident Service Assistant* ..... 320/532-7455  
.....beverly.nayquonabe@millelacsband.com  
Vacant, *Resident Service Assistant* ..... 320/532-4181  
Ruth Sam, *Resident Service Coordinator* ..... 320/532-7430  
.....ruth.sam@millelacsband.com

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## **MAINTENANCE SERVICES**

Maintenance services are available for residents of Housing Department affordable housing units. Maintenance services are also provided as a benefit to Elders who live on or near the reservation. Subject to the availability of staff and funds, maintenance services may be available for a fee to other Mille Lacs Band members who live in private homes.

Monday through Friday, 8 a.m.-5 p.m.

Richard Hill, *Housing Maintenance Coordinator* ..... 320/532-7415  
.....richard.hill@millelacsband.com

### **District I**

Doug Needham, *Housing Warehouse Supervisor* ..... 320/532-4656 or (c)320/630-2488  
.....doug.needham@millelacsband.com

### **District II**

Joe Farah, *District II Maintenance Supervisor* ..... 218/768-3117 or (c)320/630-2601

### **District III**

Percy Benjamin, *District III Maintenance Supervisor* . . . 320/384-7743 or (c)320/630-2496

## **ELDER AND HANDICAP HOUSING SERVICES**

In addition to housing maintenance services, Elders or handicapped individuals who submit a written request may be eligible for renovations or the lifetime use of a home in accordance with Housing Development policies and as funds are available.

Gina Anderson, *Property Manager* ..... 320/532-7456  
.....gina.anderson@millelacsband.com

## **EMERGENCY HOUSING SERVICES LOAN PROGRAM**

An emergency housing services loan is available for Mille Lacs Band members who have encountered an emergency that was unforeseen and beyond their control. If the emergency has caused a Band member to fall behind in basic living needs, he or she is eligible to apply for a non-interest emergency loan.

Gina Anderson, *Property Manager* ..... 320/532-7456  
.....gina.anderson@millelacsband.com

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## **ENTREPRENEURIAL AND FINANCIAL LITERACY PROGRAM (FORMERLY SMALL BUSINESS DEVELOPMENT PROGRAM)**

The Entrepreneurial and Financial Literacy Program offers many services to Band members who wish to start their own business or who already operate a business. The staff helps Band members research, plan and analyze their business idea to determine its feasibility and profitability. The staff also offers assistance and training programs in business plan development, accounting, marketing, and management and financial literacy.

### **ELIGIBILITY**

Entrepreneurial and Financial Literacy Program services are available to all Band members.

### **STAFF**

Carla Dunkley, *Executive Assistant* .....320/532-7429  
.....carla.dunkley@millelacsband.com



# Corporate Commission

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The Corporate Commission develops and manages businesses that help the Mille Lacs Band diversify its economy and create jobs. Its responsibilities include managing Grand Casino Mille Lacs, Grand Casino Hinckley, and other Band-owned businesses, such as convenience stores, a grocery store, and a cinema.

The Corporate Commission also works to identify other business opportunities for investment and/or development. The Corporate Commission Board is responsible for overseeing these business and economic development decisions for the Band. Current board members are Gary Davis, Ron Anderson, Dale Greene Sr., Arlene Weous, and Erik Parsons.

Michael Garrow, *Commissioner of Corporate Affairs* ..... 320/532-8872  
.....mgarrow@grcasinos.com  
Beth Hanlon, *Office Manager* ..... 320/532-8810  
.....bhanlon@grcasinos.com

## EMPLOYMENT OPPORTUNITIES

Jim Snider, Corporate Commission ..... 320/532-8842  
.....jsnider@grcasinos.com  
Wanetta Thompson, Grand Casino Hinckley ..... 320/384-7100  
.....wthompson@grcasinos.com  
Lana Oswaldson, Grand Casino Mille Lacs ..... 320/532-5802  
.....loswaldson@grcasinos.com

## BAND MEMBER DEVELOPMENT (BMD) DEPARTMENT

The BMD Department is a resource for:

- Enrolled Mille Lacs Band members who are employed at Grand Casino Mille Lacs, Grand Casino Hinckley, the Corporate Commission, or a Corporate-owned small business; or
- Enrolled Mille Lacs Band members who are interested in learning more about employment at these business entities.

BMD provides programs and services to help enhance professional skills and knowledge for current job success or for career advancement. BMD can also assess and make recommendations for overcoming barriers while providing guidance to Band members to help them achieve their goals and dreams.

The BMD staff develops a relationship with Band members to assist them in accessing current training programs and opportunities offered by the Band’s Education Department, Grand Casino Mille Lacs, Grand Casino Hinckley, and the Corporate Commission’s Education and Performance Department.

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Additional services offered by the BMD staff include:

- Recommendations for outside seminars or training resources while providing support along the way;
- Career guidance and counseling services that help prepare Band members for future promotions; and
- Internships for college students, assistance with development plans for managing career and performance goals, and several courses on work readiness, personal and professional development, financial skills, and more as needed.

Jodell Meyer, *Corporate Director of Band Member Development* ..... 320/532-8880  
.....jmeyer@grcasinos.com  
Salena LaGuard, *Associate Director of Band Member Development for  
Grand Casino Hinckley* ..... 320/384-4872  
.....slaguard@grcasinos.com  
Loretta Hansen, *Associate Director of Band Member Development for  
Grand Casino Mille Lacs* ..... 320/532-8886  
.....lhansen@grcasinos.com  
Marsha Sam, *Corporate Receptionist/BMD Clerical Support* ..... 320/532-8800  
.....msam2@ccmlb.com

## **CORPORATE COMMISSION-OWNED BUSINESSES**

The Corporate Commission owns several businesses that offer products and services for Band members, local residents, and visitors to the area. One of the responsibilities of the Corporate Commission is to oversee the management of Band-owned commercial enterprises.

(See Appendix A for a directory of businesses.)

# Education

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## MISSION STATEMENT

The Department of Education’s mission is to provide learners of all ages access to a variety of high-quality educational opportunities. The department hopes to enhance the pride, culture and expectations of all Band members.

Dennis Olson, *Commissioner of Education* ..... 320/532-7550  
.....dennis.olson@millelacsband.com  
Vacant, *Administrative Assistant* ..... 320/532-7851

## NAY AH SHING SCHOOLS

Nay Ah Shing Schools provide education for students grades K-12. Nay Ah Shing is North Central Association (NCA) accredited and meets all criteria established by the State of Minnesota.

Mary Simon, *Principal* ..... 320/532-4695, ext. 2104  
.....msimon@nas.k12.mn.us  
Silvia Norberg, *Assistant Principal* ..... 320/532-4690, ext. 2208  
.....snorberg@nas.k12.mn.us  
Jason Long, *Dean of Students* ..... 320/532-4695, ext. 2125  
.....jlong@nas.k12.mn.us

## OJIBWE LANGUAGE AND CULTURE PROGRAM

This program integrates the Ojibwe language into the K-12 curriculum at Nay Ah Shing Schools and offers instruction on Ojibwe cultural activities, such as ricing, netting, trapping, and maple sugaring. The Ojibwe Language and Culture Program also works with Elders in the community through the Elder Advisory Team. During the summer, an immersion program is offered for all students. The program was recognized in 1999 as one of the top programs of its kind in the nation.

Larry Smallwood, *Director of Ojibwe Language and Culture* ..... 320/532-4690

## UPWARD BOUND

This program assists Nay Ah Shing students with career awareness and exploration and college and employment preparation.

Samantha Koch, *School Career Counselor* ..... 320/532-4695, ext. 2126  
.....skoch@nas.k12.mn.us

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## COUNSELING SERVICES

Counseling services offer individuals and groups the opportunity to explore academic or career options or have their questions or concerns addressed.

- Samantha Koch, *School Career Counselor* .....320/532-4695, ext. 2126  
.....skoch@nas.k12.mn.us
- Marge Weber, *Social Worker* .....320/532-4690, ext. 2223  
.....mweber@nas.k12.mn.us
- Michael Erickson, *School Psychologist* .....320/532-4695, ext. 2157  
.....merickson@nas.k12.mn.us

## EXTRACURRICULAR ACTIVITIES

### Sports, K-7

Nay Ah Shing offers after-school athletics for every season, including volleyball, basketball, softball, golf, flag football, dance, and wrestling.

- Bugs Haskin, *Activities Director* .....320/532-4695, ext. 2120  
.....bhaskin@nas.k12.mn.us

### Sports, 8-12

Nay Ah Shing students can compete with students from schools in the Minnesota State High School League in sports such as volleyball, basketball, softball and golf.

- Bugs Haskin, *Activities Director* .....320/532-4695, ext. 2120  
.....bhaskin@nas.k12.mn.us

### We Rejuvenate Our Community (We Roc)

We Rejuvenate Our Community is a Nay Ah Shing student club that meets weekly to volunteer for all types of organizations within the community. Requests for volunteers can be submitted to Bugs Haskin.

- Bugs Haskin, *Activities Director* .....320/532-4695, ext. 2120  
.....bhaskin@nas.k12.mn.us

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## Gifted and Talented Program

Teachers, parents, or other community members can refer students to this program who they believe have unique abilities in academics, visual and performing arts, or other areas.

Silvia Norberg, *Assistant Principal* ..... 320/532-4690, ext. 2208  
.....snorberg@nas.k12.mn.us

## Extended School Day Program

This program provides after-school and Saturday academic support throughout the school year for students in kindergarten through grade 12. It is designed to help students with homework and to provide opportunities for them to participate in fun and safe activities.

Mary Simon, *Principal* ..... 320/532-4695, ext. 2104  
.....msimon@nas.k12.mn.us  
Silvia Norberg, *Assistant Principal* ..... 320/532-4690, ext. 2208  
.....snorberg@nas.k12.mn.us  
Bugs Haskin, *Activities Director* ..... 320/532-4690, ext. 2120  
.....bhaskin@nas.k12.mn.us

## OdysseyWare Program

OdysseyWare is an online credit recovery program for students who need additional educational opportunities to meet graduation requirements.

Mary Simon, *Principal* ..... 320/532-4695, ext. 2120  
.....msimon@nas.k12.mn.us  
Samantha Koch, *School Career Counselor* ..... 320/532-4695, ext. 2126  
.....skoch@nas.k12.mn.us

## Student Council

This is a student-operated program. Students are elected to positions on the Student Council by their peers. The Student Council hosts many events during the school year, including lock-ins, dances, carnivals, and community service projects.

Mary Simon, *Principal* ..... 320/532-4695, ext. 2120  
.....msimon@nas.k12.mn.us

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## Drum and Dance

Nay Ah Shing students learn about drumming and dancing and participate in a variety of cultural presentations in and out of the classroom.

Jack Kingbird, *Ojibwe Language Teacher* .....320/532-4695, ext. 2137  
.....jkingbird@nas.k12.mn.us

## American Indian Business Leaders (AIBL)

Nay Ah Shing has two nationally recognized AIBL chapters for middle and high school students. Students in AIBL learn about starting and operating their own businesses during the school year and participate in a week-long summer entrepreneurship program.

Rene Athman, *High School AIBL Advisor* .....320/532-4695, ext. 2128  
.....rathman@nas.k12.mn.us  
Ruth Garbow, *Middle School AIBL Advisor* .....320/532-4695, ext. 2117  
.....rgarbow@nas.k12.mn.us

## National Honor Society

Nay Ah Shing’s National Honor Society is a national scholastic organization that recognizes high school students’ academic achievements. National Honor Society students participate in community service, gain leadership skills, and build character.

Samantha Koch, *School Career Counselor* .....320/532-4695, ext. 2126  
.....skoch@nas.k12.mn.us

## Reading Club

This program was designed by students in kindergarten through grade four to get together for quiet reading time once a week.

Bugs Haskin, *Activities Director* .....320/532-4695, ext. 2120  
.....bhaskin@nas.k12.mn.us

## Video Club

This program was designed for students in kindergarten through grade four to get together to watch movies and socialize.

Bugs Haskin, *Activities Director* .....320/532-4695, ext. 2120  
.....bhaskin@nas.k12.mn.us

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## Boys of Summer

Any Mille Lacs Band school-aged boy or girl can participate in this program, which works in conjunction with Tribal Police, the Department of Public Safety, and the Department of Natural Resources to provide fun activities and community service projects. This program helps students develop positive relationships with law enforcement personnel.

Bugs Haskin, *Activities Director* ..... 320/532-4695, ext. 2120  
..... bhaskin@nas.k12.mn.us

## Powwow Picz

Powwow Picz is a Nay Ah Shing student-run business that helps youth gain entrepreneurial skills. It is open at various times throughout the school year and at summer powwow events.

Mary Simon, *Principal* ..... 320/532-4695, ext. 2120  
..... msimon@nas.k12.mn.us

## Drug Abuse Resistance Education (DARE)

Drug Abuse Resistance Education, a national program that gives students the skills they need to avoid involvement in drugs, gangs and violence, is offered to Nay Ah Shing sixth grade students.

Josh Kimball, *School Resource Officer* ..... 320/532-4695  
..... jkimball@nas.k12.mn.us

## Students Against Disruptive Decisions (SADD)

Students Against Disruptive Decisions is a peer leadership organization dedicated to preventing students from making destructive decisions. The group focuses on decreasing incidents of underage drinking, drug use, impaired driving, violence, depression, and suicide.

Mary Simon, *Principal* ..... 320/532-4695, ext. 2104  
..... msimon@nas.k12.mn.us  
Samantha Koch, *School Career Counselor* ..... 320/532-4695, ext. 2126  
..... skoch@nas.k12.mn.us

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## Counseling Circle

The Counseling Circle helps students deal with issues which prevent them from achieving positive school and social outcomes. The group is open to students in grades five to 12.

Mary Simon, *Principal* .....320/532-4695, ext. 2120  
.....msimon@nas.k12.mn.us

## OJIBWE LANGUAGE AND CULTURE CENTER

Band members of all ages can participate in sessions at the Ojibwe Language and Culture Center near Rutledge to learn more about Ojibwe ceremonies, seasonal tasks such as rice harvesting and sugarbushing, constructing wigwams, and other cultural activities.

Larry Smallwood, *Language and Cultural Director* .....320/233-6169  
.....(c) 320/630-2433  
.....ojiblang@yahoo.com  
David Matrious, *Resource Specialist* .....320/233-6169  
Clara Jackson, *Language Instructor* .....320/233-6169  
George Premo, *Building Maintenance Technician* .....320/233-6169  
Alan Premo, *Grounds Maintenance Tech* .....320/233-6169  
Kim Adelman, *Administrative Assistant* .....320/233-6169

## MINISINAAKWAANG LEADERSHIP ACADEMY

Minisinaakwaang Leadership Academy, an Ojibwe Indian Charter School located in East Lake, is dedicated to a mission of significantly improving the academic performance of Ojibwe students from the East Lake/District II community. The academy has a partnership with the Minnesota Department of Education and is operated independently from the Mille Lacs Band. The school opened in fall 2007.

Noah Johnson, *Director* .....218/768-3477  
.....noah.johnson@mlacademy.org  
Dawn Aubid, *Board of Directors Chairperson* .....218/768-2345  
.....dawn.aubid@mlacademy.org

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## PINE GROVE LEADERSHIP ACADEMY

Pine Grove Leadership Academy, an Ojibwe Charter School located on the Oshkimajitwawin Grounds, is dedicated to a mission of significantly improving the academic performance of Ojibwe students from the Aazhoomog/District III community. The academy has a partnership with the Minnesota Department of Education and is operated independently from the Mille Lacs Band. The school opened in fall 2007.

Amiliya Zago, *Interim Director* .....320/384-7598  
.....amiliya1@hotmail.com  
David Matrious, *Board of Directors Chairperson* .....320/384-7598  
.....dmatriouspgla@gmail.com

## EARLY EDUCATION

Head Start, Early Head Start, and day care services are available for infants, toddlers and preschoolers ages 0-5 in District I. Districts II and III offer Head Start to children ages 3-5.

Tammy Wickstrom, *Early Education Director* .....320/532-4690, ext. 2239  
.....twickstrom@nas.k12.mn.us  
Vacant, *District I Early Education Coordinator* .....320/532-4690, ext. 2281  
Tabatha Boyd, *District II Early Education Coordinator* .....218/768-2051  
.....tboyd@nas.k12.mn.us  
Melinda Cross, *District III Early Education Coordinator* .....320/384-7162  
.....mccross@nas.k12.mn.us

## OJIBWE LANGUAGE PROGRAM

This program assures that day care and Head Start students are taught by two fluent Ojibwe speakers for 35-45 minutes a day and provides a speaker in each classroom.

Larry Smallwood, *Director of Ojibwe Language and Culture* .....320/532-4690

## NUTRITION PROGRAM

Free breakfasts, lunches and snacks are provided to children in Early Education programs.

Deb Foye, *Nutrition Coordinator* .....320/532-4690, ext. 2213  
.....dfoye@nas.k12.mn.us

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## **PARENT EDUCATION EVENINGS**

Parents and children participate in activities to improve their educational and parenting skills. This includes family activity nights, positive Indian parenting, and fatherhood events.

## **FAMILY ACTIVITY EVENTS**

Held once a month, these events are open to parents and families of Early Education children who want to learn about topics such as child development, nutrition, and family stress.

## **TIME WITH CHILD PROGRAM**

This program grants Band employees three hours of paid leave from work each month to spend time with their children in school.

## **MILLE LACS EARLY EDUCATION PARENT STORE**

Parents who volunteer their time by attending Early Education parent committee meetings or parent activity nights, working in the classroom, or performing other activities earn “parent bucks” to use in the Parent Store. The store features household goods, personal care products, and children’s toys and games.

## **PARENT ACTION COMMITTEE MEETINGS**

These meetings provide a small-group setting in which parents and teachers can talk about a child’s performance or discuss topics such as child development. These meetings are held monthly.

Karen Sam, *Parent Involvement Coordinator* ..... 320/532-4695, ext. 2160  
.....ksam@nas.k12.mn.us

## **HEAD START POLICY COUNCIL**

Elected Head Start parents serve on a board that works with staff and the school board to make decisions on policies and procedures for the Head Start program.

Tammy Wickstrom, *Early Education Director* ..... 320/532-4690, ext. 2239  
.....twickstrom@nas.k12.mn.us  
Gaylene Spolarich, *Family and Community Specialist* ..... 320/532-4690, ext. 2257  
.....gspolarich@nas.k12.mn.us

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## **DISTRICT II EAST LAKE/ISLE EDUCATION OUTREACH PROGRAM**

This program provides educational support services at East Lake, including community education programming.

Mary Dalquist, *American Indian Parent-Student Liaison (East Lake)* ..... 218/768-2395  
Vacant, *American Indian Parent-Student Liaison (Isle)* ..... 218/768-2395

## **DISTRICT III AAZHOOMOG EDUCATION OUTREACH PROGRAM**

This program provides support services to students attending school in Hinckley, East Central/Sandstone, and Pine City including community education programming.

Lauren Davis, *American Indian Parent-Student Liaison* ..... 320/630-2422

## **PUBLIC SCHOOL OUTREACH PROGRAM**

This program provides support services to students attending school in Onamia.

## **COMMUNITY RECREATION AND SPORTS (CRS)**

Community Recreation and Sports (CRS) encourages a healthy and physically fit lifestyle by providing recreational and organized sports complemented with cultural programming for youth and adults.

- Anishinaabe enrichment, including tutoring, after-school programming, drum and dance, and storytelling by Elders
- Open recreation for adults and youth
- Tutoring and after school programming

Dawn Aubid, *Director of Community Recreation and Sports* ..... 320/532-7586  
..... dawn.aubid@millelacsband.com

Diane Nickaboine, *Administrative Assistant for Community Recreation and Sports* ..... 320/532-4744  
..... diane.nickaboine@millelacsband.com

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**ADMINISTRATIVE STAFF**

CRS staff are located in all four areas of the Mille Lacs Reservation, including District I, District II (East Lake), District IIa (Isle), and District III. To ensure that the program is serving the communities effectively, there are Coordinators who assist the Director with daily operations. Each Coordinator is responsible for the CRS operations in his or her district, as well as supervising the CRS specialists who work under him or her. Any questions, comments or concerns about specific activities of the program should be directed to the respective Coordinator.

**District I**

Philip Sam, *District I Coordinator* ..... 320/532-7518  
..... [philip.sam@millelacsband.com](mailto:philip.sam@millelacsband.com)  
Eric Gahbow, *Drum and Dance Coordinator* ..... 320/532-4701  
..... [eric.gahbow@millelacsband.com](mailto:eric.gahbow@millelacsband.com)

**District II**

Darrell Shingobe, *District II Coordinator* ..... 218/768-3311, ext. 2230  
..... [darrell.shingobe@millelacsband.com](mailto:darrell.shingobe@millelacsband.com)

**District IIa (Isle)**

Virginia Sam, *District IIa Coordinator* ..... 320/676-1102  
..... [virginia.sam@millelacsband.com](mailto:virginia.sam@millelacsband.com)

**District III**

Weylin Davis, *District III Coordinator* ..... 320/384-6240, ext. 237  
..... [weylin.davis@millelacsband.com](mailto:weylin.davis@millelacsband.com)

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## HIGHER EDUCATION

### MILLE LACS BAND SCHOLARSHIP PROGRAM

This program provides financial aid to all Band members as they pursue their educational goals and rewards them financially when they achieve those goals. This program is not intended to replace other forms of financial aid. All applications and forms can be found at [www.millelacsobjibwe.org](http://www.millelacsobjibwe.org) under Programs & Services and Education.

Toll-free telephone number ..... 866/916-5282  
Camille Smith, *Scholarship and Career Assistant* ..... 320/495-3702, ext. 32  
..... [camille.smith@millelacsband.com](mailto:camille.smith@millelacsband.com)  
Sami Thomas, *Scholarship and Career Assistant* ..... 320/495-3702, ext. 31  
..... [sami.thomas@millelacsband.com](mailto:sami.thomas@millelacsband.com)

### SCHOLARSHIPS AND AWARDS

Vocational, technical, college and university students can apply for scholarships to pay for books, tuition and fees. Scholarship applications are available online at [www.millelacsband.com](http://www.millelacsband.com).

### ACADEMIC ACHIEVEMENT AWARDS

These awards are given upon successful completion of various levels of education, from high school to graduate school. Academic achievement award applications are available online at [www.millelacsband.com](http://www.millelacsband.com).

### EDUCATIONAL ENRICHMENT

Mille Lacs Band members of all ages can apply for Educational Enrichment funds to attend educational classes, school-based activities, cultural activities, and community education classes. Some restrictions apply. Educational enrichment fund applications are available online at [www.millelacsband.com](http://www.millelacsband.com).

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## MILLE LACS TRIBAL COLLEGE

The Mille Lacs Tribal College at the Galloway property near District I offers post-secondary classes in collaboration with Fond du Lac Community College, Central Lakes College, and the University of Minnesota-Duluth.

Josh Maudrie, <i>Director of Higher Education</i> .....	.320/495-3702, ext. 27
.....	josh.maudrie@millelacsband.com
Tara Benjamin, <i>Administrative Assistant</i> .....	.320/495-3702, ext. 30
.....	tara.benjamin@millelacsband.com
Carol Sam, <i>Student Support Coordinator</i> .....	.320/495-3702, ext. 25
.....	carol.sam@millelacsband.com
Camille Smith, <i>Scholarship and Career Assistant</i> .....	.320/495-3702, ext. 32
.....	camille.smith@millelacsband.com
Sami Thomas, <i>Scholarship and Career Assistant</i> .....	.320/495-3702, ext. 31
.....	sami.thomas@millelacsband.com

## LIBRARY

The Nay Ah Shing Upper School Library is open to community members every day from 3-4 p.m. Visitors can use periodicals, books, videos and computers for Web searching or word processing.

Alan Mitchell, <i>Librarian Assistant</i> .....	.320/532-4695
Letitia Mitchell, <i>Librarian Assistant</i> .....	.320/532-4690

# Gaming Regulatory Authority

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The Mille Lacs Band Gaming Regulatory (GRA) is an independent regulatory agency of tribal government established to separate the government’s regulatory function from the management function. The purpose of the GRA is to ensure that all gaming activities on Mille Lacs Band land are carried out in compliance with the Indian Gaming Regulatory Act, Title 15 of the Mille Lacs Band statutes, tribal and state compacts, the GRA’s Detailed Gaming Regulations (DGR), and all other applicable laws.

Current GRA board members are Shannon Thomas, Chairperson, Corwin Graikowski, Vice Chairperson, Gladys Sam, Craig Hansen, and Johnathan Benjamin.

Mille Lacs office:  
700 Grand Avenue  
Onamia, MN 56359  
320/532-8887

Hinckley office:  
777 Lady Luck Drive  
Hinckley, MN 55037  
320/384-4468

## OFFICE OF GAMING REGULATION & COMPLIANCE

Christinia Thomas, *Executive Director* ..... 320/532-8851 (Mille Lacs office)  
..... 320/384-4811 (Hinckley office)  
Becky Majzner, *Assistant Director* ..... 320/532-8834 (Mille Lacs office)  
..... 320/384-4469 (Hinckley office)

## INTERNAL AUDIT

Becky Houle, *Director* ..... 320/532-8884 (Mille Lacs office)  
..... 320/384-4639 (Hinckley office)

## LICENSING/EXCLUSIONS

Irene Phillips, *Mille Lacs Licensing Manager* ..... 320/532-8835  
Deanna Blesi, *Hinckley Licensing Manager* ..... 320/384-4470

## SURVEILLANCE

Dave Miller, *Director* ..... 320/532-8213 (Mille Lacs office)  
..... 320/384-4851 (Hinckley office)

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## **VENDOR LICENSING**

Karen Miller, *Vendor Licensing Senior Officer* ..... 320/532-8832

## **COMPLIANCE**

Ron Schulz, *Senior Compliance Officer* ..... 320/532-8185 (Mille Lacs office)  
..... 320/384-4488 (Hinckley office)

## **INVESTIGATIONS**

Susan Klapel, *GRA Investigator* ..... 320/384-4934

## **CHARITABLE GAMING**

Rebecca Lee, *Executive Administrative Assistant* ..... 320/532-8887 (Mille Lacs office)  
..... 320/384-4468 (Hinckley office)

# Health and Human Services

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The Department of Health and Human Services strives to make high-quality health and social programs and services more accessible to everyone in the community.

Don Eubanks, *Commissioner of Health and Human Services* . . . . 320/532-4163, ext. 2503  
 . . . . .don.eubanks@millelacsband.com  
Michelle Beaulieu, *Administrative Assistant to Commissioner* . . .320/532-4163, ext. 2564  
 . . . . .michelle.beaulieu@millelacsband.com  
Ginger Weyaus, *Executive Director* . . . . .320/532-4163, ext. 2509  
 . . . . .ginger.weyaus@millelacsband.com  
Dr. Salina Rizvi, *Health Director* . . . . .320/532-4163, ext. 7715  
 . . . . .salina.rizvi@millelacsband.com

## NE-IA-SHING CLINIC – DISTRICT I

This clinic provides immunizations, annual physicals, annual dental screenings, and many other health services. Clinic hours are 8 a.m.–5 p.m., Monday through Friday.

General telephone number . . . . .320/532-4163  
Toll-free telephone number . . . . .888/622-4163  
Nursing direct line . . . . .320/532-4163, ext. 2555  
Triage direct line . . . . .320/532-4163, ext. 2516  
Dental direct line . . . . .320/532-4779  
Dr. Mark Bostrom, *Medical Director* . . . . .320/532-4163, ext. 7575  
 . . . . .mark.bostrom@millelacsband.com  
Roger Jahn, *Director of Nursing* . . . . .320/532-4163, ext. 2553  
 . . . . .roger.jahn@millelacsband.com

## DIABETES CLINICS

These sessions are held every Thursday and include education and examinations by medical providers, a registered dietician, a podiatrist, nurses, and other health professionals. These clinics help people control their diabetes, which improves their health and helps prevent complications.

Sue Swanson, *Diabetes Nurse Educator, RN, COE, Diabetes Program  
Coordinator* . . . . .320/532-7790  
 . . . . .sue.swanson@millelacsband.com  
Cyndy Edgerton, *Diabetes Case Manager* . . . . .320/532-4163, ext. 7840  
 . . . . .cyndy.edgerton@millelacsband.com

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**DENTAL SERVICES**

The clinic offers general dental services Monday through Friday from 8 a.m.-5 p.m. For dental emergencies, call the clinic at 8 a.m. the morning of the day you want to come in.

**OPTOMETRY AND OPTICAL SERVICES**

Optical services, fittings and repairs are offered every Wednesday. Optometry exams are offered every Thursday.

**AUDIOLOGY SERVICES**

Hearing screenings are offered the second Friday of each month.

**REGISTERED DIETITIAN COUNSELING**

A dietitian is available Monday through Friday to assist people with nutrition plans, weight loss/gain programs, and other dietary concerns.

Cyndy Edgerton, *Registered Dietitian* .....320/532-4163, ext. 7840  
.....cyndy.edgerton@millelacsband.com

**COMMUNITY DIABETES REPRESENTATIVE**

The Community Diabetes Representative facilitates a monthly talking circle, helps diabetics attend diabetes clinics, and conducts home visits.

Roberta Ladd, *Community Diabetes Representative* .....320/532-4163, ext. 7712  
.....roberta.ladd@millelacsband.com

**LABORATORY SERVICES**

Diagnostic laboratory services are provided through a Clinic Laboratory Improvement Act (CLIA) certified lab.

**RADIOLOGY SERVICES**

X-ray services are available.

**NURSING SERVICES**

EKG diagnostic services are available.

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**TRADITIONAL HEALING**

Traditional medical practitioners serve the Ne-la-Shing, East Lake, and Aazhoomog clinics. Contact the clinics for a schedule of days and times when the traditional healers are available. Appointments may be made or walk-ins are welcome.

**PHARMACY**

The clinic pharmacy fills prescriptions and offers limited over-the-counter medications during the clinic’s regular business hours. Hours for the pharmacy pick-up window are 8:30 a.m.-5 p.m. The pharmacy is closed from 12:30-1:30 p.m. Please call 320/532-4770 for refills, and allow three working days for them to be processed.

**TELE-MEDICINE CLINICS**

These sessions, which are held regularly as posted at the Band’s clinics, allow Band members to be seen by specialists from other clinics via television. This helps patients who need to see specialists but have difficulty traveling long distances to another clinic.

**AAZHOOMOG CLINIC – LAKE LENA COMMUNITY CENTER, DISTRICT III**

This clinic provides immunizations, annual physicals, annual dental screenings, and many other health services. Clinic hours are 8 a.m.-5 p.m., Monday through Friday.

General telephone number .....320/384-0149

**DIABETES CLINICS**

These sessions are held on the first and third Wednesdays of each month and include education and examinations by medical providers, a registered dietitian, a podiatrist, nurses, and other health professionals. These clinics help people control their diabetes, which improves their health and helps prevent complications.

Sue Swanson, *Diabetes Program Coordinator* .....320/532-4163, ext. 2527  
.....sue.swanson@millelacsband.com

**REGISTERED DIETITIAN COUNSELING**

A dietitian is available to assist people with diabetic nutrition plans, weight loss/gain programs, and other dietary issues during scheduled Diabetes Clinic days on the first and third Wednesdays of each month.

Cyndy Edgerton, *Registered Dietitian* .....320/532-4163, ext. 7840  
.....cyndy.edgerton@millelacsband.com

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**COMMUNITY DIABETES REPRESENTATIVE**

The Community Diabetes Representative facilitates a monthly talking circle, helps diabetics attend diabetes clinics, and conducts home visits.

Roberta Ladd, *Community Diabetes Representative* .....320/532-4163, ext. 7712  
.....roberta.ladd@millelacsband.com

**LABORATORY SERVICES**

Diagnostic laboratory services are provided through a Clinic Laboratory Improvement Act (CLIA) certified lab.

**RADIOLOGY SERVICES**

X-ray services are available.

**TRADITIONAL HEALING**

Traditional health practitioners serve the Aazhoomog Clinic one to two days per week.

**TELE-PHARMACY**

Beginning soon, the clinic will fill prescriptions during the clinic’s regular business hours through a tele-pharmacy machine, which dispenses prepackaged medication. This will allow Band members to receive medication without having to wait or drive to a pharmacy.

**DISTRICT II CLINIC SERVICES – EAST LAKE COMMUNITY CENTER**

Clinic services are offered Monday through Friday by a doctor and/or nurse practitioner.

East Lake Community Center .....218/768-3311

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## DIABETES CLINICS

These sessions are held on the last Wednesday of each month and include education and examinations by medical providers, a registered dietitian, a podiatrist, nurses, and other health professionals. These clinics help people control their diabetes, which improves their health and helps prevent complications. The Diabetes Nurse Educator is available during scheduled Diabetes Clinic days and on the last Wednesday of each month for home visits.

Sue Swanson, *Diabetes Program Coordinator* ..... 320/532-7790  
.....sue.swanson@millelacsband.com  
Cyndy Edgerton, *Dietitian* ..... 320/532-4163, ext. 7840  
.....cyndy.edgerton@millelacsband.com

## REGISTERED DIETITIAN COUNSELING

A dietitian is available to assist people with diabetic nutrition plans, weight loss/gain programs, and other dietary issues during scheduled Diabetes Clinic days on the last Wednesday of each month.

Cyndy Edgerton, *Dietitian* ..... 320/532-4163, ext. 7840  
.....cyndy.edgerton@millelacsband.com

## COMMUNITY DIABETES REPRESENTATIVE

The Community Diabetes Representative facilitates a monthly talking circle, helps diabetics attend diabetes clinics, and conducts home visits.

Roberta Ladd, *Community Diabetes Representative* ..... 320/532-4163, ext. 7712  
.....roberta.ladd@millelacsband.com

## DIABETES TEAM PROGRAM

The Diabetes Team Program works to assist diabetics with their medical and nutritional needs. The Diabetes Case Manager is available to work with clients and manage their care. The Diabetes Nurse Educator assists the client and family to learn more about diabetes and related conditions. A Community Diabetes Representative is available to provide needed support for the client and family. A Registered Dietitian is available to assist with diabetic nutrition plans. There are many Diabetes Team members, including a physician to provide support and guidance, and everyone works together to improve care for diabetic clients. Contact the Diabetes Team Coordinator for more information about services.

Sue Swanson, *Diabetes Program Coordinator* ..... 320/532-2527  
.....sue.swanson@millelacsband.com

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## DIETITIAN

A dietitian is available to assist people with diabetic nutrition plans, weight loss/gain programs, and other dietary issues. Contact the Registered Dietitian for more information about services.

Cyndy Edgerton, *Registered Dietitian* ..... 320/532-7840  
.....cyndy.edgerton@millelacsband.com

## FITNESS PROGRAM

The fitness program facilitates the development of a fitness routine for anyone interested in improving his or her physical fitness. The Physical Fitness Coordinator has trained fitness assistants available in each district to provide guidance in developing a personalized fitness routine. Contact the Physical Fitness Coordinator for more information.

Jim Ingle, *Physical Fitness Coordinator* ..... 320/532-7547  
.....jim.ingle@millelacsband.com

## NUTRITION EDUCATION

The Nutrition Education Assistant (NEA) assists families by providing basic nutrition education on the following topics: improving dietary quality, food security, food safety, and shopping behaviors.

Christine Kegg, *Nutrition Education Assistant* ..... 320/532-7742  
.....christine.kegg@millelacsband.com

## TELE-PHARMACY

Beginning soon, the East Lake Community Center will fill prescriptions during the clinic's regular business hours through a tele-pharmacy machine, which dispenses prepackaged medication. This will allow Band members to receive medication without having to wait or drive to a pharmacy.

## STATE HEALTH IMPROVEMENT PROJECT (SHIP)

The State Health Improvement Project works with members of seven tribes in northern Minnesota to implement policies, systems and environmental changes that improve tribal health within their communities by reducing tobacco use and obesity.

Shelly Foster, *SHIP Coordinator* ..... 320/532-4163, ext. 2508  
.....shelly.foster@millelacsband.com

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## TRADITIONAL HEALING

Traditional health practitioners come to the clinic every week; dates and times are posted at the clinic.

## PUBLIC HEALTH

The Public Health Department provides a full range of services to the Mille Lacs Band community.

Lisa Blahosky, <i>Public Health Director</i> .....	320/532-7459
.....	<a href="mailto:lisa.blahosky@millelacsband.com">lisa.blahosky@millelacsband.com</a>
District I Office, Bugg Hill .....	320/532-7776
District II Office, Assisted Living Unit #107, East Lake .....	218/768-2389
District II Nursing Line .....	218/768-3287
District III Office, Aazhoomog Clinic .....	320/384-0149
Tami Pendegayosh, <i>Administrative Assistant</i> .....	320/532-7776, ext. 2409
.....	<a href="mailto:tami.hinrichs@millelacsband.com">tami.hinrichs@millelacsband.com</a>

## PRENATAL VISITS

During prenatal visits, your Public Health Nurse will discuss:

- Normal body changes during pregnancy
- Nutritional needs during pregnancy
- Healthy choices for you during pregnancy
- Referrals for other available services

## POSTPARTUM VISITS

Visits with a Public Health Nurse after you deliver your baby are available whether or not you saw a nurse during pregnancy. Topics covered include:

- Normal body changes after pregnancy
- Breastfeeding support
- Family planning and birth control methods that are best for you
- Information about infant development, weight and measurement
- Parenting techniques
- Referrals for other available services

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## WELL-CHILD SERVICES

Public Health Nurses are available to visit you during regularly scheduled appointments. Topics covered during these visits include:

- Baby's height, weight and development
- Feeding your baby (breastfeeding, bottles, starting solids)
- Sleep habits
- How to play with your baby and activities that stimulate development
- Referrals for other available services

## FAMILY PLANNING

Individual or group education sessions about family planning methods are available. Whether you are trying to prevent or promote pregnancy, it may be beneficial for you to meet with a Public Health Nurse. Information about birth control methods, good physical health before and during pregnancy, and sexually transmitted diseases is available.

Becky Swansey, <i>LPN Maternal Child Health</i> .....	320/532-7511
.....	becky.swansey@millelacsband.com
Kari DiGiovanni, <i>RN Doula Coordinator</i> .....	320/532-7457
.....	kari.digiovanni@millelacsband.com
Allison Harr, <i>RN-District III</i> .....	320/384-0149
.....	allison.harr@millelacsband.com
Lisa Blahosky, <i>RN</i> .....	320/532-7459
.....	lisa.blahosky@millelacsband.com
Roberta Ladd, <i>Health Educator</i> .....	320/532-7812
.....	roberta.ladd@millelacsband.com

## COMMUNITY DOULA PROJECT

Trained Community Doulas assist moms-to-be in creating specific, individualized birth plans and provide them with physical, emotional and cultural support during labor and delivery. Doulas also help mothers and new babies with the bonding process. Research has shown that women assisted by Doulas experience lower rates of C-sections, shorter labors, and less need for pain medications.

Kari DiGiovanni, <i>RN Doula Coordinator</i> .....	320/532-7459
.....	kari.digiovanni@millelacsband.com

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## BREASTFEEDING COUNSELING

Babies are born ready to breastfeed. Public Health Nurses who are specifically trained in lactation counseling offer education and support during the prenatal and postpartum period to help mothers get a good start on nursing.

Kari DiGiovanni, *RN Breastfeeding Consultant* ..... 320/532-7457  
.....kari.digiovanni@millelacsband.com  
Allison Harr, *RN Breastfeeding Consultant - District III* ..... 320/384-0149  
.....allison.harr@millelacsband.com  
Lisa Blahosky, *RN Breastfeeding Consultant* ..... 320/532-7459  
.....lisa.blahosky@millelacsband.com

## HOME SAFETY

The public health staff is available to perform home safety checks for families with young children or for Elders. A limited number of safety items may be available following the home safety check. Instruction on how to use this equipment will be provided, although the nursing staff cannot install the equipment for families.

Becky Swansey, *LPN Maternal Child Health* ..... 320/532-7511  
.....becky.swansey@millelacsband.com  
Allison Harr, *RN - District III* ..... 320/384-0149  
.....allison.harr@millelacsband.com

## CPR CLASSES

CPR classes are offered to Band members and staff on the latest life-saving techniques for infants, children and adults. The classes include information on responding to choking, CPR, rescue breathing techniques, airway/breathing/circulation (ABC), and check/call/care procedures. Certifications are given after the successful completion of the course. Please call a month in advance if you will need this service. Class sizes of six only will be offered with staff availability.

Kari DiGiovanni, *RN CPR Instructor* ..... 320/532-7457  
.....kari.digiovanni@millelacsband.com  
Lisa Blahosky, *RN CPR Instructor* ..... 320/532-7459  
.....lisa.blahosky@millelacsband.com  
Lola Austin, *CPR Trainer* ..... 320/532-7776, ext. 2407  
.....lola.austin@millelacsband.com  
Jackie Jensen, *CPR Trainer* ..... 320/532-7783  
.....jackie.jensen@millelacsband.com

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## PARENTING EDUCATION

Children do not come with an instruction book, and parenting can be challenging. Public health staff can meet with parents to provide age-specific parenting education, explain developmental stages that children go through, and discuss alternative ways to discipline children.

Kari DiGiovanni, <i>RN</i> .....	320/532-7457
.....	.kari.digiovanni@millelacsband.com
Becky Swansey, <i>LPN</i> .....	320/532-7511
.....	.becky.swansey@millelacsband.com
Lisa Blahosky, <i>RN</i> .....	320/532-7459
.....	.lisa.blahosky@millelacsband.com
Allison Harr, <i>RN - District III</i> .....	320/384-0149
.....	.allison.harr@millelacsband.com

## WOMEN, INFANTS AND CHILDREN (WIC) PROGRAM

This is a supplemental nutrition program known to many people as WIC. The program provides vouchers for supplemental foods that promote good health, nutrition education, and referrals to other related programs. Supplemental food vouchers are given to eligible pregnant or breastfeeding women and their children, depending upon their health needs.

### Who is eligible?

- Pregnant women
- Breastfeeding women
- Women who have a baby younger than six months old
- Infants and children up to five years old

### Individuals must also:

- Be eligible for services through the Mille Lacs Band
- Be at nutritional risk
- Meet liberal income guidelines

### Voucher pick-up:

- District I – every Tuesday except if there is a fifth Tuesday in the month
- District II – first Tuesday of every Month
- District III – the second and fourth Wednesday of the month

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## What can you expect from the WIC Program?

- Nutrition education
- Information on other programs and referrals
- WIC vouchers for food to supplement your food supply
- Equal treatment
- Fairness
- Confidentiality

Contact the WIC Clerk to make an appointment at the WIC clinic.

Joanne Weyaus, <i>WIC Clerk</i> .....	320/532-7821
.....joanne.weyaus@millelacsband.com	
Kari DiGiovanni, <i>RN</i> .....	320/532-7457
.....kari.digiovanni@millelacsband.com	
Allison Harr, <i>RN - District III</i> .....	320/384-0149
.....allison.harr@millelacsband.com	
Lisa Blahosky, <i>RN</i> .....	320/532-7459
.....lisa.blahosky@millelacsband.com	

## MOTHERS AND CHILDREN (MAC) PROGRAM/NUTRITION ASSISTANCE PROGRAM FOR SENIORS (NAPS)

This program provides supplemental food and nutrition education to eligible postpartum mothers and children until the age of six. It also provides supplemental food to Elders age 65 and older who qualify under the income guidelines. This program is sponsored by Second Harvest. Contact the program coordinator for more information.

Joanne Boyd, <i>Program Coordinator</i> .....	320/532-7776, ext. 2405
.....joanne.boyd@millelacsband.com	

## COMMUNICABLE DISEASE FOLLOW-UP

Through this program, a Public Health Nurse contacts clients who have been diagnosed with a communicable disease to assure that they have received the proper course of medication and to prevent further health problems.

Jackie Jensen, <i>RN-District I and II</i> .....	320/532-7783
.....jackie.jensen@millelacsband.com	
Allison Harr, <i>RN-District III</i> .....	320/384-0149
.....allison.harr@millelacsband.com	

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## COMMUNITY HEALTH REPRESENTATIVES (CHRs)

CHRs provide transportation for individuals to medical, dental and optical appointments only after all other resources are exhausted. Appointments should be confirmed with the CHR's schedule to assure that clients arrive on time to their appointments. No one under the age of 18 will be transported without a parent. All persons being transported are required to wear a seatbelt at all times. There is a strict two-day prior notice for scheduled appointments. Same day transportation or transports not scheduled two days prior to the appointment, will be taken on staff availability only. Contact the Lead CHR for more information on services and eligibility requirements.

Pamela Pewaush, *Lead CHR* ..... 320/532-7815  
.....pam.pewaush@millelacsband.com  
Eileen Farah, *District II Transporter* ..... 218/768-2389  
Francine Staples, *District III Transporter* ..... 320/384-0149  
.....francine.staples@millelacsband.com

## HOME HEALTH AIDES/ELDER CARE AIDES/HOME MAKING

Home Health Aides/Elder Care Aides provide personal care (hair washing, showers, nail care, etc.), visiting, light housekeeping, and other services for clients with medical or health problems. Aides may also monitor vital signs and provide basic health services as assigned by a Registered Nurse. Contact the Home Health Coordinator for more information on services and eligibility requirements.

Jackie Jensen, RN *Home Health Coordinator - District I and II* ..... 320/532-7783  
.....jackie.jensen@millelacsband.com  
Renee Bayerle, *Home Health Aide* ..... 320/532-7776, ext. 2405  
.....renee.bayerle@millelacsband.com  
Linda Moses, *Home Health Aide* ..... 320/532-7776, ext. 2405  
.....linda.moses@millelacsband.com

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## IN-HOME CARE

Specialized nursing care is provided by Public Health Nurses in the home to assist with medication management, wound care, dressing changes, post-operative care, etc. The Public Health Nurses are Registered Nurses who are able to provide medical care to the client as ordered by the client's physician. The Registered Nurse may also assign a Licensed Practical Nurse or Home Health Aide to assist in the care of the client. For further information, please call the Home Health Coordinator in your District.

Jackie Jensen, RN *Home Health Coordinator - District I and II* ..... 320/532-7783  
.....jackie.jensen@millelacsband.com  
Allison Harr, RN *Home Health Coordinator - District III* ..... 320/384-0149  
.....allison.harr@millelacsband.com

## TOBACCO CESSATION/SECONDHAND SMOKE

Tobacco cessation is designed to help you quit smoking commercial tobacco and return to using tobacco for traditional use. You will learn about the challenges with quitting and ways to overcome them so you can quit for good. The Health Educator has an excellent knowledge base and is willing to assist Band members or employees with smoking cessation. Contact the Health Educator for more information on this program.

Roberta Ladd, *Health Educator* ..... 320/532-7812  
.....roberta.ladd@millelacsband.com

## MEDICATION DELIVERY

Community Health Representatives (CHRs) deliver medical prescriptions to homebound Elders who have no other means of obtaining their medication. Deliveries are scheduled for two days per week and require prior authorization from the CHR and the pharmacy. CHRs will not deliver any medications that require a co-pay that hasn't been paid for in advance. Contact the Lead CHR for more information on services and eligibility requirements.

Pamela Pawaush, *Lead CHR* ..... 320/532-7815  
.....pam.pawaush@millelacsband.com  
Eileen Farah, *District II Transporter* ..... 218/768-2389  
Francine Staples, *District III Transporter* ..... 320/384-0149  
.....francine.staples@millelacsband.com

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## MEDICATION MANAGEMENT AND SET UP

This service is available to Elders on the public health nursing caseload who must take medications. A Registered Nurse and Licensed Practical Nurse can help you categorize your medications, clarify dosages and frequency of medication, and help set up a medication management system for a one- to two-week time period.

Jackie Jensen, RN-District I and II ..... 320/532-7783  
.....jackie.jensen@millelacsband.com  
Allison Harr, RN-District III ..... 320/384-0149  
.....allison.harr@millelacsband.com

## CIRCLE OF LIFE PLUS/ALPINE MEDICAL ALERT

The Circle of Life Plus is an outreach program associated with the American Cancer Society to promote early cancer detection screenings such as mammograms, pap tests, prostate screenings, and colonoscopy tests. The Circle of Life Plus program provides incentives for people to receive regular screenings for breast, cervical, prostate or colorectal cancer. Please call the Circle of Life Plus Coordinator for more information. In addition, the Circle of Life Plus Coordinator offers assistance with setting up medical alert systems in your home.

Linda Moses, *Circle of Life Plus Coordinator* ..... 320/532-7776, ext. 2405  
.....linda.moses@millelacsband.com

## BEHAVIORAL HEALTH SERVICES

Behavioral Health Clinic ..... 800/709-6445, ext. 7776  
Direct lines ..... 320/532-4754 or 320/532-7776  
Donna Isham, *Behavioral Health Director* ..... 320/532-7774  
.....donna.isham@millelacsband.com  
Deanna Sam, *Administrative Assistant/Claims Processor* ..... 320/532-7773  
.....deanna.sam@millelacsband.com  
Erica Hanson, *Receptionist* ..... 320/532-4754 or 320/532-7776  
.....erica.hanson@millelacsband.com

## RULE 25 CHEMICAL DEPENDENCY ASSESSMENTS

Assessors determine the length and type of treatment that is needed by individuals with chemical dependency problems. To schedule chemical dependency and mental health appointments in District I, please contact Deanna Sam at 320/532-7773. To schedule appointments in Districts II and III, please contact the counselor in that area.

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## District I

James McFarland, *Chemical Dependency Counselor* ..... 320/532-7770  
.....james.mcfarland@millelacsband.com  
Amanda Nickaboine, *Chemical Dependency Counselor* ..... 320/532-7771  
.....amanda.nickaboine@millelacsband.com  
Lisa Finnerty, *Adolescent Chemical Dependency Counselor* ..... 320/532-7772  
.....lisa.finnerty@millelacsband.com

## District II

Mark Watters, *Chemical Dependency Counselor* ..... 218/768-2431  
.....mark.watters@millelacsband.com

## District III

Monica Haglund, *Chemical Dependency Counselor* (Lake Lena) ..... 320/384-0149  
.....monica.haglund@millelacsband.com  
Mike Kettner, *Chemical Dependency Counselor* (Hinckley) ..... 320/384-6696  
.....mike.kettner@millelacsband.com

## ALCOHOLICS ANONYMOUS

This group intervenes and supports individuals battling chemical dependency.

### District I

Meetings are held every Tuesday at 6:30 p.m. at the Chemical Dependency Outpatient building.

James McFarland, *Chemical Dependency Counselor* ..... 320/532-7770  
.....james.mcfarland@millelacsband.com

### District II

Meetings are held every Monday at 6 p.m. at the East Lake ALU.

Mark Watters, *Chemical Dependency Counselor* ..... 218/768-2431  
.....mark.watters@millelacsband.com

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### District III – Wellbriety AA

Meetings are held every Tuesday at noon at the Aazhomoog Clinic, Lake Lena.

Monica Haglund, *Chemical Dependency Counselor* . . . . . 320/384-0149  
 . . . . . monica.heglund@millelacsband.com

Meetings are held every Wednesday at 6 p.m. at the Hinckley ALU.

Mike Kettner, *Chemical Dependency Counselor* . . . . . 320/384-6696  
 . . . . . mike.kettner@millelacsband.com

### RELAPSE PREVENTION /AFTERCARE PROGRAM

This group works toward preventing relapses in individuals recovering from chemical dependency.

#### District I

Meetings are held every Wednesday at 6 p.m. at the Ne-la-Shing Clinic conference room.

James McFarland, *Chemical Dependency Counselor* . . . . . 320/532-7770  
 . . . . . james.mcfarland@millelacs.com

#### District II

Meetings are held every Thursday at 6 p.m. at the East Lake ALU.

Mark Watters, *Chemical Dependency Counselor* . . . . . 218/768-2431  
 . . . . . mark.watters@millelacsband.com

#### District III

Meetings are held every Thursday at 1 p.m. at the Aazhomoog Clinic, Lake Lena.

Monica Haglund, *Chemical Dependency Counselor* . . . . . 320/384-0149  
 . . . . . monica.haglund@millelacsband.com

Meetings are held every Tuesday at 6 p.m. at the Hinckley ALU.

Mike Kettner, *Chemical Dependency Counselor* . . . . . 320/384-6696  
 . . . . . mike.kettner@millelacsband.com

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## **ADOLESCENT CHEMICAL HEALTH GROUP**

This support group helps youth who are trying to stay chemical free or who need support because a family member is abusing drugs or alcohol.

### **District I**

Meetings are held every Wednesday at 5:30 p.m. at the Chemical Dependency Outpatient building.

Lisa Finnerty, *Adolescent Chemical Dependency Counselor* ..... 320/532-7772  
..... .lisa.finnerty@millelacsband.com

### **District II**

Meetings are held every Monday at 3:30 p.m. at the East Lake ALU.

Monica Haglund, *Chemical Dependency Counselor* ..... 218/768-2431  
..... .monica.haglund@millelacsband.com

### **District III**

Meetings are held every Thursday at 4 p.m. at the Hinckley ALU.

Mike Kettner, *Chemical Dependency Counselor* ..... 320/384-6696  
..... .mike.kettner@millelacsband.com

## **CHEMICAL DEPENDENCY OUTPATIENT TREATMENT PROGRAM**

This program allows individuals to reside at home and be employed while participating in outpatient chemical dependency treatment. Referrals are accepted from either County or Tribal Rule 25 Chemical Dependency Assessors/Counselors.

Joe Nayquonabe, *Chemical Dependency Outpatient Counselor* ..... 320/532-5292  
..... .joe.nayquonabe@millelacsband.com  
Ken Anderson, *Chemical Dependency Outpatient Counselor* ..... 320/532-4427  
..... .ken.anderson@millelacsband.com

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## HALFWAY HOUSE PROGRAM

This program provides a clean and sober living environment for adult Native American men suffering from the effects of alcohol and/or drug addiction.

- Patrick Zerwas, *House Manager/Lead Counselor* ..... 320/532-4768  
.....patrick.zerwas@millelacsband.com
- Lloyd Keoke, *HWH Case Aide* ..... 320/532-4777
- Thomas Mitchell, *HWH Case Aide* ..... 320/532-4777
- Lisa Levig, *HWH Case Aide* ..... 320/532-4777

## SOBRIETY FEAST

A sobriety feast is held at the District I Community Center the last Tuesday of each month and at the District IIa (Isle) Community Center the last Thursday of each month. Please contact Behavioral Health Services for the speaker/presenter of the month.

## MENTAL HEALTH SERVICES

Mental health evaluations and counseling are provided to individuals and families. To make an appointment, please contact Deanna Sam at 320/532-7773 for District I or the Mental Health Counselor in the outer districts.

- Kate Sand, *Doctoral Level Psychologist* ..... 320/532-7768  
.....kate.sand@millelacsband.com
- Crystal Houle, *Mental Health Therapist* ..... 320/532-7769  
.....crystal.houle@millelacsband.com
- Tuesday in Hinckley office ..... 320/384-6696
- Wednesday in Aazhomoog-Lake Lena ..... 320/384-0149
- Gina Cohen, *Mental Health Therapist* ..... 320/532-7776, ext. 2416  
.....gina.cohen@millelacsband.com
- Tuesdays and Thursdays in East Lake ..... 218/768-2563
- Dorothy Sam, *Cultural Consultant* (available Wednesdays) ..... 320/532-7773

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## **NON-VIOLENCE GROUP**

This support group is for individuals dealing with anger issues.

### **District I Men’s Non-Violence Group**

This group meets on Mondays at 3 p.m. at the Behavioral Health building.

Gina Cohen, *Contracted Mental Health Therapist* .....320/532-7776, ext. 2416  
.....gina.cohen@millelacsband.com

### **District I Women’s Non-Violence Group**

Meetings for this group are on Mondays at 11 a.m. at the Behavioral Health building.

Gina Cohen, *Contracted Mental Health Therapist* .....320/532-7776, ext. 2416  
.....gina.cohen@millelacsband.com

### **District III Men’s and Women’s Non-Violence Group**

The District III group meets on Wednesdays at 2 p.m. at Aazhomoog Clinic.

Monica Haglund & Crystal Houle .....320/384-0149  
.....monica.haglund@millelacsband.com, crystal.houle@millelacsband.com

### **Women’s Circle – District III**

The Women’s Circle meets Tuesdays at 4 p.m. at the Hinckley corporate building.

Monica Haglund, *Chemical Dependency Counselor* .....320/384-0149  
.....monica.haglund@millelacsband.com

## **FAMILY SERVICES**

Case management and other social services are provided to Band families that have children in the foster care system.

After hours on call Social Worker ..... (C) 320/630-2444  
Ryan Champagne, *Director of Family Services* .....320/532-7764  
.....ryan.champagne@millelacsband.com  
Kristie Vance, *Lead Social Worker* .....320/532-7764  
.....kristie.vance@millelacsband.com  
Kristy LeBlanc, *Intake and Referral Screener* .....320/532-7764  
.....kristy.leblanc@millelacsband.com  
Vacant, *Administrative Case Aide* .....320/532-7764

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Jeannie Reams, *Office and Financial Coordinator* ..... 320/532-7764  
.....jeannie.reams@millelacsband.com

### **District I**

Kim Benjamin-Rivers, *Elder Medical Outreach Social Worker* ..... 320/532-7764  
.....kim.benjamin-rivers@millelacsband.com

Donna Newgren, *Elder Medical Outreach Social Worker* ..... 320/532-7764  
.....donna.newgren@millelacsband.com@millelacsband.com

Kathy Robertson, *Social Worker* ..... 320/532-7764  
.....kathy.robertson@millelacsband.com

Michele Bollenbeck, *Social Worker* ..... 320/532-7764  
.....michele.bollenbeck@millelacsband.com

Lynnette Golden, *Social Worker* ..... 320/532-7764  
.....lynnette.golden@millelacsband.com

Vacant, *Family Support Worker* ..... 320/532-7764

Ashley Burr, *Adoption-Permanency Worker* ..... 320/532-7764  
.....ashley.burr@millelacsband.com

### **District II**

Deb Stewart, *Social Worker* ..... 218/768-4432  
.....debra.stewart@millelacsband.com

Vacant, *Family Support Worker* ..... 218/768-7042

### **District III**

Mike Carlson, *Social Worker* ..... 320/384-0149, ext. 305  
.....mike.carlson@millelacsband.com

Beldonna Brown, *Family Support Worker* ..... 320/384-0149, ext. 306  
.....beldonna.brown@millelacsband.com

### **Urban Office**

Mary Jorgenson, *Social Worker* ..... 612/870-3795  
.....mary.jorgenson@millelacsband.com

### **FOSTER CARE PROGRAM**

This program licenses and trains Band members to become foster families and monitors placement of children with these families. Call for information about foster care support groups.

Valerie Eli, *Foster Care Coordinator* ..... 320/532-7820  
.....valerie.eli@millelacsband.com

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## ELDER MEDICAL SOCIAL WORKER/ELDER ADVOCATE

A medical social worker is available to assist Mille Lacs Band Elders with Medicare and insurance issues, and any additional medical and social issues they are facing. Contact the Elder Medical Social Worker for more information.

Kim Benjamin-Rivers, *Elder Medical Social Worker* . . . . . 320/532-7814  
. . . . . kim.benjamin-rivers@millelacsband.com  
Donna Newgren, *Elder Medical Social Worker* . . . . . 218/768-3311  
. . . . . donna.newgren@millelacsband.com

## COMMUNITY SUPPORT SERVICES

Freedom Porter, *Director of Community Support Services* . . . . . 320/532-4163, ext. 7539  
. . . . . freedom.porter@millelacsband.com  
Doreen Mitchell, *Administrative Assistant* . . . . . 320/532-4163, ext. 7532  
. . . . . doreen.mitchell@millelacsband.com

## ELDER SERVICES

Elder Services offers lawn mowing and snow shoveling to Elders free of charge.

Denise Sargent, *Elder Services/Food Distribution Coordinator* . . . . . 320/532-7854  
. . . . . denise.sargent@millelacsband.com  
LeeAnn Benjamin, *Program Manager* . . . . . 320/532-7496  
. . . . . leeann.benjamin@millelacsband.com

## ELDER ASSISTED LIVING UNITS

Assisted living units in all three districts – Mille Lacs, Hinckley, and East Lake – offer housing, basic daily living services, nutrition, nursing assistance, occupational therapy, and activities. The units are available for Mille Lacs Band Elders.

Dr. Salina Rizvi, *Health Director* . . . . . 320/532-4163  
. . . . . salina.rizvi@millelacsband.com  
Stacie Papenfuss, *Assisted Living Unit Nurse Manager/Registered Nurse* . . 320/532-7565  
. . . . . stacie.papenfuss@millelacsband.com

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## EMERGENCY ASSISTANCE

This program is a loan and grant program that provides limited assistance to Band members living in the United States. Services include:

- Loan services – signed promissory note required
- Grocery voucher – two per household per year allowed
- Rent/deposit – available once every two years
- Electric/gas bill – maximum of 75% of bill paid
- Clothing – one-time loan for clients leaving a treatment or correctional facility
- Elder energy
- Medical/funeral travel – must be more than a 12-hour stay to qualify; for immediate family (spouse, parent, child, sibling, step-child, grandparent, grandchild, aunt, uncle, niece, nephew, in-law)

Patricia Charlson, *Coordinator* ..... 320/532-4181, ext. 2552  
.....patricia.charlson@millelacsband.com  
After hours ..... 320/630-2687  
..... (f) 320/532-7546  
Renaë Boyd, *Support Technician* ..... 320/532-4181, ext. 7850  
.....renaë.boyd@millelacsband.com

## ENERGY PROGRAMS

The Band's energy programs provide state grants for energy assistance, crises, energy-related repairs, and weatherization of homes for Band members who live on the Mille Lacs Reservation. Reach Out for Warmth, a year-round fuel fund, is also available. Band members who live off of tribal lands can contact their local community action program listed in the yellow pages. However, Elders who live anywhere in the continental United States are eligible for electric and heating bill assistance if they have exhausted their local energy assistance grants (documentation is required).

Patricia Charlson, *Coordinator* ..... 320/532-4181, ext. 2552  
.....patricia.charlson@millelacsband.com  
After hours ..... 320/237-6693  
..... (f) 320/532-7546  
Brandi Wagner, *Eligibility Technician* ..... 320/532-4181, ext. 7850  
.....brandi.wagner@millelacsband.com

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## **WISDOM STEPS**

This program encourages Elders to become more aware of and responsible for their health by advocating for proper nutrition, regular exercise, and health screenings. This program is available in all districts.

Marlene Poukka, *Community Health Educator* ..... 320/532-4163, ext. 7812  
.....marlene.poukka@millelacsband.com  
Vacant, *Director of Community Support Services* ..... 320/532-4163, ext. 7539  
Karen Sam, *Board Member/Mille Lacs* ..... 320/237-6693

## **MILLE LACS BAND TITLE VI INDIAN ELDER NUTRITION PROGRAM**

This program provides home-delivered noon meals to Elders. Group dining is also offered in the community centers in all three districts.

Denise Sargent, *Elder Services/Food Distribution Coordinator* ..... 320/532-7494  
.....denise.sargent@millelacsband.com

## **FOOD DISTRIBUTION PROGRAM ON INDIAN RESERVATIONS (FDPIR)**

FDPIR is an alternative to food stamps for American Indian households. The program provides food packages rather than coupons or cards and operates primarily in rural areas where food stores are not conveniently located.

LeeAnn Benjamin, *Program Manager* ..... 320/532-7496  
.....leeann.benjamin@millelacsband.com  
Sharon Pendegayosh, *Warehouse Technician* ..... 320/532-7510

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## WOMEN’S PROJECT

This program provides women in abusive relationships with information, referrals, legal advocacy, emergency shelter, transportation, and support groups. Please contact one of the people listed below for days, times and locations of meetings.

Marianne Washburn, *Women’s Project Administrator* ..... 320/532-7793  
.....(c) 320/630-2499  
.....marianne.washburn@millelacsband.com

### District I

Karen Boyd, *Women’s Project Advocate* ..... 320/532-4780  
.....(c) 320/630-2691  
.....karen.boyd@millelacsband.com  
Cinnamon Quale, *Sexual Assault Advocate* ..... 320/532-4780  
.....cinnamon.quale@millelacsband.com

### District II

Cindy Olin, *Women’s Project Coordinator* ..... 218/768-4412  
.....(c) 320/630-2676  
.....cindy.olin@millelacsband.com

### District III

June Evans, *Women’s Advocate* .....(c) 320/630-2678

## Women’s Project Shelter

The Women’s Project Shelter provides secure shelter for battered women and their children.

Raina Killspotted, *Women’s Project Shelter Manager* ..... 320/495-3514  
.....raina.killspotted@millelacsband.com

Toll-free crisis hotline ..... 866/867-4006

# Department of Justice

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**IN AN EMERGENCY, CALL 911**

## **OFFICE OF THE SOLICITOR GENERAL**

The Office of the Solicitor General (OSG) provides legal advice and representation for the Mille Lacs Band Tribal Government and oversees the Tribal Police Department. The OSG represents the Band in tribal, state and federal courts on all legal matters, including Indian Child Welfare, business, family, and federal Indian law.

Barbara Cole, <i>Solicitor General</i> .....	320/532-7845
.....barbara.cole@millelacsband.com	
Shauna Coons, <i>Deputy Solicitor General</i> .....	320/532-7827
.....shauna.coons@millelacsband.com	
Nichole Johnson, <i>Deputy Solicitor General</i> .....	320/532-7829
.....nichole.johnson@millelacsband.com	
Heidi Halverson, <i>Paralegal</i> .....	320/532-4783
.....heidi.halverson@millelacsband.com	
Erik Parsons, <i>Administrative Assistant</i> .....	320/532-7894
.....erik.parsons@millelacsband.com	

## **TRIBAL POLICE**

The Tribal Police Department ensures the safety and security of Band members and local communities. The Department, which began in 1984 with one officer, has grown to employ 20 full-time officers.

Dwight Reed, <i>Chief of Police</i> .....	320/532-7411
.....dwight.reed@millelacsband.com	
Justin Churchill, <i>Deputy Chief</i> .....	320/532-7412
.....justin.churchill@millelacsband.com	

## **COPS IN SCHOOL PROGRAM**

This program provides a proactive, community-oriented law enforcement presence at the Nay Ah Shing Schools. Information about drugs, alcohol, gangs, safety, and other issues facing youth is also disseminated.

Joshua Kimball, <i>School Resource Officer</i> .....	320/532-7410
.....joshua.kimball@millelacsband.com	

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## EMERGENCY MANAGEMENT

The Band’s Emergency Operations Plan is designed to protect Band property and Band members’ lives and property through preparedness, response, mitigation and recovery related to natural, technical, hazardous material, and terrorism disasters. The plan delegates 24-hour disaster coordination to the Band’s Tribal Emergency Response Committee.

Monte Fronk, *Coordinator* ..... 320/532-4181, ext. 2558  
.....monte.fronk@millelacsband.com  
..... (f) 320/532-7546  
..... (c) 320/362-0435

## PUBLIC SAFETY

The Public Safety Department sponsors several programs to help ensure the safety of Band members and local communities, including a neighborhood watch group, a child passenger safety seat program, and Project Jumpstart. The department also offers canine registration and issues motor vehicle licenses.

### NEIGHBORHOOD WATCH GROUP

Community members are invited to join this group of concerned citizens who proactively watch over their neighborhoods to discourage unlawful activity.

Sid Lucas, *Director of Public Safety* ..... 320/532-7540  
.....sid.lucas@millelacsband.com

### CHILD PASSENGER SAFETY SEAT PROGRAM

The purpose of this program is to ensure that young passengers are properly fitted with car safety seats and to offer parents and child care providers information on child passenger safety.

LeRoy Lassard, *Community Services Officer* ..... 320/532-7531  
.....leroy.lassard@millelacsband.com

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## **MOTOR VEHICLE LICENSES**

The Mille Lacs Band Department of Public Safety provides licenses to owners of motorized vehicles, including cars, trucks, boats, ATVs, and snowmobiles for all districts. The department no longer issues Band identification cards.

Louise Davis, *Deputy Registrar* ..... 320/532-7498  
..... [louise.davis@millelacsband.com](mailto:louise.davis@millelacsband.com)

## **CANINE REGISTRATION**

Band members are asked to register their dogs through the Department of Public Safety.

LeRoy Lassard, *Community Services Officer* ..... 320/532-7531  
..... [leroy.lassard@millelacsband.com](mailto:leroy.lassard@millelacsband.com)

## **PROJECT JUMPSTART**

Project Jumpstart is an early defibrillation program that provides access to A.E.D.s (portable defibrillators) at the assisted living units, schools, and clinics in all three districts. Law enforcement, health care, and emergency response individuals are trained to use A.E.D.s.

## **PUBLIC SAFETY SCHOLARSHIP PROGRAM**

The Public Safety Department offers one scholarship annually to a qualified Band member who is majoring in criminal justice and is in his or her second year at an accredited college. For eligibility requirements and additional information, contact Sid Lucas, Director of Public Safety, at 320/532-7540.

Sid Lucas, *Director of Public Safety* ..... 320/532-7540  
..... [sid.lucas@millelacsband.com](mailto:sid.lucas@millelacsband.com)

## MILLE LACS BAND LEGAL AID

Mille Lacs Band Legal Aid provides legal services free of charge to low-income enrolled Band members. The office’s three attorneys and managing attorney can assist with a wide range of civil and criminal issues, including family law, housing law, criminal defense, education law, and probate in tribal court. The program handles matters arising in Aitkin, Benton, Crow Wing, Hennepin, Kanabec, Mille Lacs, Morrison, Pine, and Ramsey counties. The attorneys have office hours in the urban area and all reservation districts.

Christopher Sailors, <i>Managing Attorney</i> .....	320/532-7714
.....chris.sailors@millelacsband.com	
Stephanie Shook, <i>Attorney</i> .....	320/532-7726
.....stephanie.shook@millelacsband.com	
Mary Mullen, <i>Attorney</i> .....	320/532-7708
.....mary.mullen@millelacsband.com	
Andrea Braun, <i>Attorney</i> .....	320/532-4709
.....andrea.braun@millelacsband.com	
Jennifer Kern, <i>Paralegal</i> .....	320/532-4702
.....jennifer.kern@millelacsband.com	
Claire Boyd, <i>Administrative Assistant</i> .....	320/532-7798
.....claire.boyd@millelacsband.com	
Office number .....	320/532-7798

## DISTRICT COURT LIAISON SERVICES

The liaison program transports Band members living on the reservation to tribal, county and state court-ordered activities. Activities include court appearances, counseling meetings, and community service.

Transportation is provided in the following counties:

Aitkin, Benton, Carlton, Crow Wing, Hennepin, Kanabec, Morrison, Pine, Ramsey, Sherburne, Stearns, and St. Louis counties; and Burnett County in Wisconsin

Mike Quinn, <i>Liaison Supervisor</i> .....	320/532-7501
.....(c) 320/279-0054	
Janice Sam, <i>Liaison, District I</i> .....	320/532-7501
.....(c) 320/279-0059	
Jill Valentino, <i>Liaison, District II</i> .....	218/768-3311
.....(c) 320/279-0056	
Oliver Gibbs, <i>Liaison, District III</i> .....	320/384-6240
.....(c) 320/279-2470	

# Office of Management and Budget

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The Office of Management and Budget performs financial services for the tribal government, including financial report preparation, payroll processing for employees, per capita payments for Band members, vendor check processing, purchase order issuance, cash receipts, grant reporting, government budget preparation and monitoring, personal loan program administration, discretionary loan program administration, burial insurance program administration, risk management, and general financial inquiry response.

Angella Roby, *Commissioner of Finance* ..... 320/532-7475  
.....angella.robymillelacsband.com

## EMPLOYEE PAYROLL SERVICES

Band employees can contact the office with any payroll, vacation, or sick leave questions.

Jean Schaefer, *Payroll Specialist* ..... 320/532-7879  
.....jean.schaefermillelacsband.com

## INSURANCE SERVICES

Band employees can contact the office with any auto or property insurance claims or coverage matters.

Bette Sam, *Administrative Assistant* ..... 320/532-7470  
.....bette.sam@millelacsband.com

## REVOLVING LOAN FUND

Band members over the age of 18 can apply for personal loans from this fund. Borrowers can contact the loan specialist for loan balance information.

(See Appendix C for loan policies.)

Pam Boyd, *Loan Specialist* ..... 320/532-7467  
.....pam.boydmillelacsband.com

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## BURIAL INSURANCE

Burial insurance benefits cover the funeral-related expenses of all enrolled Band members.

(See Appendix D for the burial insurance policy.)

Bette Sam, *Administrative Assistant* ..... 320/532-7470  
..... bette.sam@millelacsband.com

## DISCRETIONARY LOAN PROGRAM

Band members who have received their minor trust fund and have funds available for garnishment from their per capita payments, may qualify for a loan of up to \$500 to be repaid from the Band member's next per capita payment. Borrowers may contact the Discretionary Loan Assistant for loan guidelines and information on the application process.

(See Appendix E for information on the Band Member Discretionary Loan Program.)

Danni Jo Boyd, *Discretionary Loan Assistant* ..... 320/532-7846  
..... danijo.boyd@millelacsband.com

# Natural Resources

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The Department of Natural Resources (DNR) develops and implements wildlife, fish and forestry improvement activities and regulates hunting, fishing and gathering on the reservation. It also provides many other services, including conservation enforcement, environment protection, natural resource permits, and historical preservation.

Vacant, *Commissioner of Natural Resources* ..... 320/532-7439  
Rachel Shaugobay, *Administrative Assistant to the Commissioner* ..... 320/532-7439  
..... rachel.shaugobay@millelacsband.com  
Rose Holmquist, *DNR Assistant* ..... 320/532-7439  
..... rose.holmquist@millelacsband.com

## WILDLIFE PROGRAM

The Wildlife Program enhances wildlife areas and natural environments.

Kelly Applegate, *Wildlife Biologist* ..... 320/532-7747  
..... kelly.applegate@millelacsband.com

## WILD RICE PROGRAM

This program manages and monitors wild rice beds.

Leonard Sam, *DNR Supervisor* ..... 320/532-7443  
..... (c) 320/630-2429

## DNR ENFORCEMENT PROGRAM

This program utilizes Band game wardens to enforce game, fish and environmental laws.

Mike Taylor, *Chief Conservation Officer* ..... 320/532-7451  
..... (c) 320/630-2473  
..... mike.taylor@millelacsband.com  
Jared Rasoti, *Conservation Officer* ..... 320/532-7451  
..... (c) 320/630-2470  
..... jared.rasoti@millelacsband.com  
Eric Hanneken, *Conservation Officer* ..... 320/532-7451  
..... (c) 320/630-2472  
..... eric.hanneken@milleacsband.com  
Sara Rice, *Conservation Officer* ..... 320/532-7451  
..... (c) 320/630-2471  
..... sara.rice@milleacsband.com

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## HUNTING AND FISHING LICENSES

The Mille Lacs Band provides Band members with licenses to hunt and fish on tribally-owned land or off the reservation. Issuers can also assist people with other natural resource issues.

### DISTRICT I

Kevin Stobb, *Lead Licensing Agent* ..... 320/532-7896  
..... kevin.stobb@millelacsband.com

### DISTRICT II

Randi Harrington, *Licensing Agent* ..... 218/768-2197, ext. 3  
..... randi.harrington@millelacsband.com

### DISTRICT IIA

Carmen Green, *Program Administrator* ..... 320/676-1102  
..... carmen.green@millelacsband.com

### DISTRICT III

Vanessa Gibbs, *Licensing Agent* ..... 320/384-6240, ext. 229  
..... vanessa.gibbs@millelacsband.com

### URBAN OFFICE

Pat Clark, *Receptionist/Secretary/Licensing Agent* ..... 612/872-1424  
..... minneapolis.urb@millelacsband.com

## AIR PROGRAM

The Air Program monitors air quality, measures air contaminants, and works to correct any problems.

Charles Lippert, *Air Quality Technician* ..... 320/532-4704  
..... charlie.lippert@millelacsband.com

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## GROUND WATER PROGRAM

This program monitors the quality of ground water, measures contaminants, and works to correct any problems.

Ryan Rupp, *Aquatic Research Biologist* ..... 320/532-7442  
.....ryan.rupp@millelacsband.com

## SURFACE WATER PROGRAM

This program monitors the quality of surface water in lakes and streams, measures contaminants, and works to correct any problems.

Perry Bunting, *Aquatic Research Biologist* ..... 320/532-7446  
.....perry.bunting@millelacsband.com

## WATER QUALITY LAB

The Water Quality Lab conducts tests on air as well as on ground, surface, drinking and waste water.

Scott Hansen, *Environmental Programs Manager* ..... 320/532-7445  
.....(c) 320/630-2439  
.....scott.hansen@millelacsband.com  
Jeremy J. Harrington, *Water Quality Technician* ..... 320/532-7721  
.....jeremy.harrington@millelacsband.com  
Andrew Boyd, *Environmental and Ecosystem Technician* ..... 320/532-7779  
.....andy.boyd@millelacsband.com

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## LAND AND REAL ESTATE SERVICES

Services are provided to Band members who have questions about land leases, purchases, probates, or other real estate activities.

Lisa Johnson, *Real Estate Director* ..... 320/532-7552  
..... (c) 320/630-2432  
..... .lisa.johnson@millelacsband.com  
Jenny Kegg, *Real Estate Clerk* ..... 320/532-7449  
..... .jenny.kegg@millelacsband.com  
Sue Engberg, *Probate Clerk* ..... 320/532-7571  
..... .susan.enberg@millelacsband.com  
Jammie Thomas, *Brownsfield Program Coordinator* ..... 320/532-4772  
..... .jammie.thomas@millelacsband.com  
..... (f) 320/532-7780

## HISTORICAL PRESERVATION

This program works to preserve archaeological sites and repatriate artifacts.

Natalie Weyaus, *Director of Tribal Historic Preservation Office* ..... 320/532-7450  
..... .natalie.weyaus@millelacsband.com  
Elisse Aune, *Tribal Historic Preservation Review/Compliance  
Officer/NAGPRA Officer* ..... 320/532-7513  
..... .elisse.aune@millelacsband.com

## FIRE PROGRAM

The Fire Program is responsible for preventing and fighting wildfires.

Dean Staples, *Fire Management Technician* ..... 320/532-7589  
..... (c) 320/630-2431  
..... .dean.staples@millelacsband.com

## FORESTRY

Dean Staples, *Forestry* ..... 320/532-7589  
..... (c) 320/630-2431  
..... .dean.staples@millelacsband.com

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## LAND MAINTENANCE

Richard Martin, *Lead Land Maintenance Technician* ..... 320/532-7439  
.....(c) 320/630-2428  
Wendell Leecy, *Land Maintenance Technician* ..... 320/532-7439  
Fred Schaefer, *Land Maintenance Technician* ..... 320/384-6564  
Dan Schaefer, *Land Maintenance Technician* ..... 320/384-6564

## TRIBAL OPERATIONS DEPARTMENT

### ARCHIVES

The tribal government's archives department collects and preserves written materials for the Band and makes them available to researchers and other interested people.

Donald Graves, *Archivist* ..... 320/532-7535  
.....archives@millelacsband.com

### ORAL HISTORY PROGRAM

This program collects oral histories from Band members to preserve for future generations.

Caryn Day, *Director of Tribal Operations* ..... 320/532-7897  
.....(c) 320/630-2430  
.....caryn.day@millelacsband.com

### BLOOD QUANTUM

This program researches and amends Band members' blood quantum data.

Caryn Day, *Director of Tribal Operations* ..... 320/532-7897  
.....(c) 320/630-2430  
.....caryn.day@millelacsband.com

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## TRIBAL ENROLLMENT

This service assists people who want to enroll as a Mille Lacs Band member. It also provides enrolled Band members with tribal identification cards.

- Caryn Day, *Director of Tribal Operations* ..... 320/532-7897  
..... (c) 320/630-2430  
..... caryn.day@millelacsband.com
- Darcie Big Bear, *Enrollments Technician* ..... 320/532-7440  
..... darcie.bigbear@millelacsband.com
- Ginny Davis, *Enrollment Assistant* ..... 320/532-7512  
..... ginny.davis@millelacsband.com
- Brenda Bedausky, *Tribal Operations Specialist* ..... 320/532-7730  
..... brenda.bedausky@millelacsband.com

# Appendix A

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## DIRECTORY OF CORPORATE COMMISSION-OWNED BUSINESSES

### GRAND CASINO MILLE LACS

700 Grand Avenue, PO Box 343, Onamia, MN 56359 .....800/626-5825

#### Restaurants at Grand Casino Mille Lacs:

- Grand Northern Grill
- Grand Buffet
- The Woodlands Steakhouse
- Plums Snack Bar

Grand Casino Mille Lacs Hotel .....800/468-3517

Grand Casino Mille Lacs Events & Convention Center .....800/447-6877

Grand Venture for Kids .....320/532-4584 or 800/686-5825, ext. 8444

### GRAND CASINO HINCKLEY

777 Lady Luck Drive, Hinckley, MN 55037 .....800/472-6321

#### Restaurants at Grand Casino Hinckley:

- Grand Grill Americana
- Grand Buffet
- The Winds Steakhouse
- Cherries Snack Bar
- Silver Sevens Lounge

Grand Casino Hinckley Hotel .....800/468-3517

Grand Hinckley Inn .....800/468-3517

Grand Northern Inn .....800/468-3517

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**Grand Casino Hinckley RV Resort & Chalets** ..... 800/995-4726

**Grand Casino Hinckley Events & Convention Center** ..... 800/447-6877

**Grand Casino Hinckley Amphitheater** ..... 800/472-6321

**Grand Harmony Spa** ..... 320/384-4836

**Grand Venture for Kids** ..... 800/472-6321

**GRAND NATIONAL GOLF COURSE**

300 Lady Luck Drive, Hinckley, MN 55037 ..... 320/384-7427

**EDDY’S RESORT**

41334 Shakopee Road, Onamia, MN 56359 ..... 320/532-3657

**GRAND MARKET GROCERY STORE**

16600 Ataage Drive, Onamia, MN 56359 ..... 320/532-4055

**MLB CONVENIENCE STORE**

40955 U.S. Hwy. 169, Onamia, MN 56359 ..... 320/532-3940

**EAST LAKE CONVENIENCE STORE**

36040 State Hwy. 65, McGregor, MN 55760 ..... 218/768-3344

**CROSSROADS CONVENIENCE STORE**

63144 State Highway 48, Hinckley, MN 55037 ..... 320/655-4412

**MLB SUBWAY RESTAURANT**

40955 U.S. Hwy. 169, Onamia, MN 56359 ..... 320/532-3142

**GRAND MAKWA CINEMA**

16550 Ataage Drive, Onamia, MN 56359 ..... 320/532-3929

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## GRAND AUTO & RV CARE

651 Lady Luck Drive, Hinckley, MN 55037 ..... 320/384-4822

## ML WASTEWATER MANAGEMENT, INC.

ML Wastewater Management, Inc. is a non-profit corporation owned by the Corporate Commission and under the authority of its own board of directors. The company operates the regional wastewater treatment plant on the west side of Mille Lacs Lake. In partnership with the Garrison Kathio West Mille Lacs Lake Sanitary District, ML Wastewater Management, Inc. provides wastewater treatment services to the West Mille Lacs region, both on and off the reservation.

ML Wastewater Management, Inc.

43282 Timber Trails Road, Onamia, MN 56359 ..... 320/532-4901

David Sam, *Acting Plant Manager* ..... 320/532-4901

## WOODLANDS NATIONAL BANK

Under the authority of a Band-appointed board of directors, the Mille Lacs Band owns and operates Woodlands National Bank branches in Cloquet, Hinckley, Minneapolis, Onamia, and Sturgeon Lake as well as the Grand Market Branch.

240 North Road, Cloquet, MN 55720 ..... 218/878-5999

26040 Main Street, Zimmerman, MN 55398 ..... 763/634-6030

122 East Main Street, P.O. Box 190, Hinckley, MN 55037 ..... 320/384-6191

1113 East Franklin Avenue, Suite 108, Minneapolis, MN 55404 ..... 612/230-6960

424 Main Street, P.O. Box B, Onamia, MN 56359 ..... 320/532-4142

8981 Market Street, P.O. Box 187, Sturgeon Lake, MN 55783 ..... 218/372-3105

Grand Market Branch, 16602 Ataage Drive, Onamia, MN 56359 ..... 320/532-5463

## CHI NOODIN MANUFACTURING PLANT

Located in District II, the Chi Noodin Manufacturing Plant produces parts for the Windspire, a vertical wind turbine. The factory is part of the Corporate Commission's investment in Mariah Power, the Windspire's producer.

421 Country Meadows Drive, McGregor, MN 55760 ..... 218/768-3791

..... (f) 218/768-3794

# Appendix B

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## DIRECTORY OF MILLE LACS BAND MEMBER-OWNED BUSINESSES

### AGRICULTURE:

#### Morning Sun Angus Co.

Curt Kalk  
21862 County Road 10, Deerwood, MN 56444 .....218/534-3778

#### Running Home Farms

Gordon Matrious  
56706 North Hwy. 123, Askov, MN 55704 .....320/224-4772

#### Willow Ridge Boarding Stables

Jackie McRae  
willowr@brainerd.net  
24383 Williams Road, Hillman, MN 56338 .....320/277-3540

### ARTISTS:

#### Beadwork Art

Barbara Benjamin-Robertson  
robertsonb@qwest.net  
3300 38th Avenue South, Minneapolis, MN 55406 .....612/722-3281

#### Migizii Regalia

Robert Kegg  
16031 Migizii Drive, Onamia, MN 56359 .....320/532-4289

#### Native Images

Vincent Merrill  
16235 Nay Ah Shing Drive, Onamia, MN 56359 .....320/532-0984

#### Skin-O-Vations

Perry Skinaway, Sr.  
2481 Evergreen Court, Apt. C, Hinckley, MN 55037 .....320/279-2070

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**Woyak Indian Crafts**

Lucille May Woyak  
Hinckley Flea Market, Hinckley, MN 55037 .....218/251-2431

**BUSINESS SERVICES:**

**Black Dog Computer Services, LLC**

Joe Hendren  
blackdog@blackdogcomputers.com  
20570 Iteri Avenue, Lakeville, MN 55044 .....651/387-0946

**Day Break Senior Care Center**

Jack Thomas  
321 Fire Monument Road, Hinckley, MN 55037 .....218/316-1487

**Eagle Clan Productions**

Rick Anderson  
14661 94th Place N, Maple Grove, MN 55369 .....320/282-5650

**Eagle Rock Associates**

Hank Bonga  
11533 Bay Pointe Drive, Breezy Point, MN 56472 .....218/562-5069

**Eagle Signs**

Cheryl Miller  
cgmiller@ecenet.com  
1855 Moose Drive, Isle, MN 56342 .....320/279-0026

**First Nation's Distributing, Inc.**

William Schaaf  
schaafb@hotmail.com  
9462 State Hwy. 27, Onamia, MN 56359 .....320/492-5686

**Paramount Embroidery**

Scott Meyer  
ParaEmb@mn.rr.com  
www.ParamountEmbroidery.com  
6941 Ticonderoga Trail, Eden Prairie, MN 55346 .....952/294-8530

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**Red Circle Agency**

Chad Germann  
chad@redcircleagency.com  
www.redcircleagency.com  
251 First Avenue N, Suite 400, Minneapolis, MN 55401 .....612/372-4612

**Shield Services, LLC**

Gary Dorr  
13560 89th Street NE, Otsego, MN 55330 .....612/366-1039

**CONSTRUCTION SERVICES:**

**Anthony Costello Exteriors**

Anthony Costello  
313 10th Avenue North, Sauk Rapids, MN 56379 .....320/230-0503

**Bob's Contracting**

Bobby Eagle  
17375 Noopiming Lane, Onamia, MN 56359 .....218/820-5175

**Churchill Contracting Company**

Albert "Joe" Churchill  
churchill@charter.net  
11575 East Laketown Drive, Albertville, MN 55301 .....612/799-6730

**DECO, Inc.**

Robert A. Dorr  
14275 Golf Course Drive, Suite 250, Baxter, MN 56425 .....800/968-9114

**DMC Builder**

Michael W. Davis  
34490 State Hwy. 65, McGregor, MN 55760 .....218/768-2249

**Double D Construction & Carpet Sales**

David Granger  
gravedangerDD@hotmail.com  
6315 County Road 138, Garrison, MN 56450 .....320/692-6092

**John Sutton Carpentry**

John Sutton  
8730 County Road F, Danbury, WI 54830 .....715/656-3414

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**KLS Construction**

Kevin Schaaf

1440 10th Avenue, #105, Newport, MN 55055 .....651/428-5914

**Northland Quality Builders**

Michael J. Nickaboine

28114 Cindy Street, Detroit Lakes, MN 56501 .....218/847-5812

**MAINTENANCE SERVICES:**

**Badgun Enterprises, Inc.**

Gilda Burr

tabrrr@hotmail.com

10575 360th Street, Onamia, MN 56359 .....320/532-0961

**Go Fetsch Mechanical**

Nikki Fetsch

25884 Quail Ridge Trail, Lindstrom, MN 55045 .....651/216-2426

**Wiikwaibaan Inini**

Robert Dowell

warf60@chartermi.net

915 John Avenue, Superior, WI 54880 .....218/349-7762

**PERSONAL SERVICES:**

**Carole’s Grand Salon, Inc.**

Carole Higgins

777 Lady Luck Drive, Hinckley, MN 55037 .....320/384-7737

**Hear More Hearing Aid Center**

Donald Olson

www.hearmorehearingaidcenter.com

1445 White Bear Avenue, St. Paul, MN 55106 .....651/771-4019

106 Central Avenue, Osseo, MN 55369 .....763/391-7433

1001 Center Avenue, Moorhead, MN 56560 .....800/664-6780

9424 Lyndale Avenue South, Bloomington, MN 55420 .....952/884-3007

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**RECREATION:**

**Backstage Planet, LLC**

Dan Boyd

dan@backstageplanet.com

www.backstageplanet.com

20777 State Highway 6, Deerwood, MN 56444 .....218/534-9204

**Mission Creek Paintball, Inc.**

Timothy Jackson

www.missioncreekpaintball.com

13435 Emma Road, Hinckley, MN 55037 .....651/491-0077

**Warrior's Fight Promotions**

Bobby Anderson

warrior@youbetnet.net

Tobies Mill Mall, Hinckley, MN 55037 .....320/384-7409

**RETAIL:**

**Candy Cupboard**

Billie Jo Sarcia

700 Grand Avenue, Onamia, MN 56359 .....320/532-5178

**Native Grounds Coffee Shop**

Lew Boyd

700 Grand Avenue, P.O. Box 343, Onamia, MN 56359 .....320/532-4548

**Two Eagles Art & Floral**

Rod Matrious

twoeaglesart@wmconnect.com

67093 Old Ferry Drive, Hinckley, MN 55037 .....320/282-8291

**Velvet Bean Coffee Shop**

Solita Reum

777 Lady Luck Drive, Hinckley, MN 55037 .....320/384-7499

# Appendix C

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## **LOAN POLICIES**

Effective date July 2, 1998; revised July 6, 2004

### **LOAN PROGRAM GENERAL INFORMATION**

The Mille Lacs Band shall offer a loan program to Band members. A committee shall be established to approve loans. No other loans shall be given by the tribal government under any circumstances except as dictated by these policies.

Committee members agree to follow the loan policies set forth. Committee members agree to work with the loan clerk from the Office of Management and Budget (OMB) when evaluating loan applications. Committee members agree to meet on a weekly basis unless there are no applications to consider. Additional meetings to consider loans may be requested as necessary. Committee meetings may occur via conference call if deemed necessary. Committee members shall not participate in a loan decision in which their application, the application of a significant other, or an immediate family member's application is being considered. For loan purposes, immediate family members shall be mother, father, son, daughter, brother, sister, grandparent, aunt, uncle, niece, nephew, spouse, or corresponding in-law. In addition, loans to committee members must be approved by the Secretary/Treasurer.

Committee members must approve loan applications by majority vote. In the event that a majority cannot be reached, the loan request will be denied. The loan clerk shall present the loan applications to the committee along with all relevant information.

Under no circumstances will OMB process any loans that DO NOT meet the minimum eligibility guidelines as stated in this policy, regardless of the decision reached by the Loan Committee.

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## **LOAN APPLICATION**

For individuals requesting a loan, the following procedures must be followed:

1. All applicants must complete a standard loan application which may be obtained from OMB, the Government Center receptionist, District II and III administrative assistants, or the Urban Office. Loan policies shall be posted in all three districts, as well as in the Urban Office.
2. All applicants agree to accept the decision of the loan committee as final; however, applicants may appeal a decision to the loan committee in writing.
3. All applicants agree to comply with the loan policies and applicable Band Statutes.
4. All loans shall have an annual percentage rate (APR) of 5%, except loans to Band Elders. Loans to Band Elders shall have an APR of 0%.
5. All applicants shall be at least 18 years of age.
6. All applicants shall be enrolled Mille Lacs Band members.
7. Loan payments must be able to be directly withheld through payroll deductions from the Band member's employer.

## **LENDING GUIDELINES**

### **1. Signature loans**

The Committee may approve a signature loan of up to \$500 for a Band Elder with a maximum repayment term of six months. In the case that an Elder loan must be garnished from a bonus payment, that Elder must then sign a note stating that failure to pay his or her next loan on his or her own shall result in not being able to borrow again for a period of six months. If the Elder defaults again after having signed the note, that will result in not being able to borrow again for a period of one year.

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## 2. Payroll deduction secured loans

The loan applicant must be employed under full-time, permanent status for at least 90 days in order to be considered for a loan. A part-time person who has been employed for one year is eligible for up to \$1,500 provided his or her employer does payroll deduction. Self-employed applicants may be eligible after having been in business for a period of one year, and must repay their loans with a company check. The loan applicant agrees to allow the loan clerk from OMB to ascertain if work attendance and work performance are satisfactory in order to determine the likelihood of continued employment.

The loan applicant's employer must be willing to make payroll deductions and send loan payments directly to OMB. If an applicant's employer is unable or unwilling to make payroll deduction payments, the loan application will be denied. All bonuses of a loan recipient must be garnished if a loan becomes delinquent.

Lending guidelines:

	<u>Loan amount</u>	<u>Repayment terms</u>
Maximum first loan	\$500	6 months
Maximum second loan*	\$750	9 months
Maximum third loan*	\$1,000	12 months
Maximum loan amount until five-year employment criteria is met	\$1,500	12 months
Maximum loan amount with five years consecutive, solid work experience and good loan history with the Band for at least two years	\$3,000	24 months

\*In order to qualify for the next level of loan amounts, good payment experience must have been demonstrated for the stated repayment term.

Refinancing of a loan can occur if the balance of the current loan has been paid down to one half of the original loan balance.

Committee members are not obligated to grant loans for the maximum amounts unless they deem the loan to be sound and appropriate. Committee members shall consider previous loan history with the Band when determining whether to grant a loan. Applicants who are denied shall be notified by letter within two weeks of the loan committee's decision.

Elders who are working part-time at an employer that will honor payroll deductions are eligible for loans up to \$1,500.

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### 3. Promissory note

For all loans granted, a formal promissory note must be signed by the loan recipient. If applicable, a payroll deduction form shall also be signed by the loan recipient. A notice of the delinquent loan follow up and garnishment routine should be given to the loan recipient at the time of the loan disbursement. The loan clerk shall be responsible for the maintenance of proper loan files that include the promissory note, payroll deduction form (if applicable), loan application, amortization schedule, and any delinquency follow-up notices. Applicants must receive a copy of loan policies prior to the disbursement of their loan and acknowledge receipt via signature.

#### **DELINQUENT LOAN FOLLOW-UP**

All loan balances will be maintained on a timely basis by OMB. A monthly outstanding loan status report and delinquency report will be prepared by OMB. If loan payments are not received, the loan clerk will initiate the following collection procedures:

1. Follow up with borrower's employer to check on payroll deduction status if first payment is not received within 15 days of expected payment date.
2. Send a notice of nonpayment to the borrower when a payment is 30 days overdue.
3. Call loan recipient when payment is 60 days overdue and send second notice of nonpayment to the borrower.
4. When a payment is 90 days overdue, send final letter indicating that legal remedies will be pursued if payment is not received in 30 days.
5. When a payment is 120 days overdue, file action in tribal court as needed. OMB may also seek to garnish any per capita payment due to the borrower. Debts owed to the tribal government shall have priority for repayment with per capita payment garnishment. If more than one tribal government debt is owed, garnishment will be prorated to the outstanding debts based on the ratio of total outstanding balances.
6. The Band may utilize a collection agency to recover funds if deemed appropriate on delinquent amounts over \$1,000.
7. The loan clerk may arrange revised repayment schedules for borrowers if it is deemed to be in the best interest of the Band. These revised repayment schedules must be approved by the Loan Committee before they become effective.

---

8. In the unfortunate event that an individual with an outstanding loan passes away, the amount of the loan will not be collected. OMB will maintain an allowance for loan loss to cover such occurrences. In the event that an individual with a loan becomes totally disabled, his or her loan payments shall be put on hold until such time that he or she is able to return to work.

9. OMB may outsource loan servicing and delinquency follow-up as it deems appropriate.

10. Interest on delinquent loans will continue to accrue at the rate stated in the promissory note. In addition, a late penalty of 5% per annum on outstanding balances will be added to all delinquent loan balances except for loans to Elders.

## **REBUILDING PROCESS**

Once a loan is garnished, credit must be rebuilt from the beginning as follows:

First step: \$500

Second step: \$750

Third step: \$1,000

Final step: \$1,500

# Appendix D

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## **BURIAL INSURANCE POLICY**

### **Contact information:**

Upon the death of a family member, please contact the following people/offices for assistance and information related to the funeral.

### **Burial insurance information:**

Bette Sam, *Administrative Assistant in the Office of Management and Budget* .....  
.....320/532-7470  
.....bette.sam@millelacsband.com

### **Purpose:**

The Mille Lacs Band of Ojibwe (MLBO) will provide a self-insured program to assist with payment for burial and/or burial-related expenses. The following criteria shall be followed by the Office of Management and Budget (OMB) for all Band members.

1. Eligibility shall be for Mille Lacs Band of Ojibwe members only. In instances where the deceased is not a Band member, but is eligible for enrollment, payment to assist with the funeral and burial expenses shall be at the discretion of the Band Assembly.
2. A Band member may designate a family member or closest living relative to take responsibility for all arrangements of his or her burial by filling out a “Burial Designation Form.” If a Band member does not designate a specific individual, then the Band member’s spouse, children, parents or siblings shall choose a family member amongst themselves to handle the burial arrangements and make such choice known to the funeral home and OMB. If a family dispute should arise concerning the appointment of a designated family member payee, the family’s Elder shall settle such dispute and make such decision known to OMB before a stipend will be paid.
3. After the designated individual or chosen family member notifies the Band Assembly of a Band member’s death, OMB shall make available a family stipend in the amount of \$500. This stipend is intended to assist the family with expenses for food, travel, lodging or miscellaneous expenses and shall be deducted from the total burial policy amount. Such stipend shall be paid by check to the designated individual or chosen family member who is charged with the responsibility of making burial arrangements.

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4. The cost of the burial, grave-digging, and other related costs shall be covered under this plan, but no more than \$7,000 shall be paid for any Band member's burial/funeral expense. The cost of the burial, grave-digging, and other related costs shall be paid directly to the funeral home within 30 days after OMB's receipt of an itemized billing statement.

5. In the event a Band member owns a private burial insurance policy for payment of his/her personal burial expenses, the Band shall authorize an amount of no more than \$2,000 to the designated responsible individual or chosen family member to pay for a headstone or other funeral-related expenses.

6. The individual Band member's burial funds shall not be transferable to any other person for his or her burial expense and shall be reserved in the MLBO General Fund.

7. In an instance where a deceased Band member has a completed "Burial Insurance Designated Form" on file with OMB and the burial items total less than \$7,000, the balance shall be paid to the designated beneficiary to be used as he or she decide.

8. If, for any reason, the individuals designated on the Burial Insurance Designated Form cannot be found to perform the necessary duties connected to the burial service, the next closest living relative or other family member may be chosen according to the terms of number two of this burial insurance policy.

9. At its sole discretion, the MLBO may donate up to \$200 in monetary or non-monetary gifts to the official of a cultural service from funds appropriated for cultural activities. Such donation is outside of the \$7,000 burial insurance policy.

10. The MLBO assumes no liability for any costs related to an individual's funeral or burial in excess of the benefits provided by this policy.

11. The MLBO may, at its sole discretion and without further notice to Band members, amend or terminate the burial insurance program if it is deemed to be harmful to the Band's financial condition or for any other reason.

# Appendix E

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## **BAND MEMBER DISCRETIONARY LOAN PROGRAM**

Band members who have received their minor trust fund and have funds available for garnishment from their per capita payments, may qualify for a loan of up to \$500 to be repaid from the Band member's next per capita payment. Borrowers may contact the Discretionary Loan Assistant for loan guidelines and information on the application process.

### **GUIDELINES**

1. All applicants shall be enrolled Mille Lacs Band members.
2. All applicants shall be at least 18 years of age and must receive per capita payments.
3. Loans will be made on a first-come, first-served basis only to the extent that funds are available.
4. Loans are available at a \$500 maximum amount. Band members may not receive another loan until all prior discretionary loans are repaid.
5. At the time that loans are repaid, new loans will be distributed until the funds are fully depleted again.

### **APPLYING**

1. Loan applications must be made in writing and either faxed or mailed to the Discretionary Loan Assistant.
2. Applications must include your name, address, and Band enrollment number.
3. The loans may be repaid at any time at the Office of Management and Budget. However, if no repayment is made, the entire loan must be paid in full directly from the next per capita distribution.
4. The applicant must pick up his or her own loan check in person, and sign a loan agreement at that time.
5. Loan checks will be processed in one week. If an application is received on Friday, the check will be available the following Friday.

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6. A \$25 administrative fee will be charged for each loan processed and will be taken directly from the applicant's next per capita distribution.

The Band's elected officials continue to evaluate the guidelines related to the use of the loan proceeds and may implement additional criteria prior to new loans being made. Any changes to the Discretionary Loan Program will be outlined in the *Ojibwe Inaajimowin*.

For more information on the Discretionary Loan Program, contact Danni Jo Boyd in the Office of Management and Budget at 320/532-7846.

# *Notes*

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Mille Lacs Band of Ojibwe  
43408 Oodena Drive  
Onamia, MN 56359  
320/532-4181  
800/709-6445  
[www.millelacsojibwe.org](http://www.millelacsojibwe.org)

