

Downstream Authority of the Quapaw Tribe of Oklahoma Regular Meeting
March 2, 2016

Meeting Called to Order: 3:00 pm

ROLL CALL:	John Berrey, Chairman	Present
	Larry Ramsey, Secretary	Present
	Ranny McWatters, Treasurer	Present
	Marilyn Rogers, Member	Present
	Tamara Reeves, Member	Present

DECLARATION OF QUORUM: announced by Larry Ramsey

Jani

Tribal Team Member Meeting review

- Housekeeping – overworked and understaffed
 - Working on staffing levels
- Daycare – calls for sick children, supervisors are taking it out on employees
 - Meet with supervisors to see what is going on
- Daycare costs – want tribal discount
 - Already in place

Hotel - grave shift

- Would like mirrors in hallways on floors in Osotouy so you can see other carts coming and guest can see around corners?
 - Consensus of the DDA to approve
- Can canine officer do floor checks and we could post in rooms they are doing it to cut down on illegal drugs. It is very smelly and bad to breathe in?
 - Consensus of the DDA to approve

Cell Phone Policy

- See attached
 - As a Downstream team member, I understand that upon termination, I will return all property of Downstream Casino Resort and that the property will be returned in proper working order and I will be required to provide passwords associated with that device. I understand my final paycheck can be withheld until the device is returned and all passwords are provided to unlock the device.
- Consensus of the DDA to approve

Pavilion Windows

- Add window tint (cling) to the glass (and door glass) around and across the two sets of entry doors to the new pavilion when you come down the ramp.
- Currently we must pipe and drape that area for all concerts and some events.
- DDA to walk and review location

Q Club stools

- Having carpal tunnel issues standing and typing at poor range of motion levels; good work candidates but not willing to stand 8 hours
- Consensus of the DDA to approve

Valet

- Possibly sew pockets shut on their uniform pants & jackets? Taking keys home & carrying cell phones
- Recent accident (Monday 2/29 – valet NOT paying any attention driving guest truck out of porte – hits pedestrian (video)
- Consensus of the DDA to approve sewing shut Valet pockets

Q Store

- Joplin Health Inspection – couple of small observed violations – all were corrected and reinspected on Friday – we passed.

Team Member Picnic

- H R suggesting Silver Dollar City - discount tickets month of June
 - Admission Ticket/Meal Ticket \$47.56/adult & \$38.51/child (estimated cost this option \$85,600 + tax)
 - Admission Ticket only - \$35/Adult & \$33/child (estimated cost this option \$64,700 + tax)
- last year total cost was \$51,000 plus our team did lots of set up, clean up, etc.
- DDA does not want to go with Silver Dollar City

Professional Boxing proposal

- No interest by DDA

Security payscale

- See attached

Motion by DDA Secretary Larry Ramsey to approve new payscale as presented. Seconded by DDA Treasurer Ranny McWatters. VOTE: JB: y; RM: y; LR: y; MR: y; TR: y (5 yes, 0 no, 0 absent) Motion Carries.

Learning Center

- Request has been made to open it up to non-employees
- Not at this time.

- Adjourn: 4:28 pm



Downstream Casino Resort Cell Phone Policy

Downstream Casino Resort issues individual cellular phones to company representatives who are required to be in close contact with the company at all times. We require that our employees follow the guidelines listed below.

POLICY:

All employees are required to be professional and conscientious at all times when using company phones. It is Downstream Casino Resort's policy that representatives of our organization who are issued a cellular phone understand the phones are issued for business use. Downstream policy clearly states that team members utilizing company issued property have "no expectation of privacy" regarding phones, laptops, tablets, etc.

As a Downstream team member, I understand that upon termination, I will return all property of Downstream Casino Resort and that the property will be returned in proper working order and I will be required to provide passwords associated with that device. I understand my final paycheck can be withheld until the device is returned and all passwords are provided to unlock the device.

Downstream Casino Resort reserves the right to amend or alter the terms of this policy.

Acknowledgment of Cell Phone Policy

I, _____, have received, read and understand the Downstream Casino Resort Cell Phone Usage Policy.

Employee Signature

Badge #

Date

Security Wage Increase Proposal

Starting Security Officer Wages

- ❖ High Winds \$8.00
- ❖ Wyandotte \$8.00
- ❖ Quapaw \$9.00
- ❖ Indigo Sky \$10.25
- ❖ River Spirit \$11.30
- ❖ Buffalo Run \$11.33
- ❖ Mercy \$13.00

Proposed Pay Grade

9	New Wage	Non-exempt	\$11.65	\$13.98	\$16.78	\$20.14	\$24.17
---	----------	------------	---------	---------	---------	---------	---------

- Our starting pay is \$9.25
- 18 Officers declined in 2015
- 37 terms total in 2015
- 14 left for Job Advancement or more money

- Total Annual Salary \$998,195.78
- Average Annual Salary \$23,213.86
- Number of Employees 43 *officers + 2 MTS*

- Proposed Amount Increased \$557,985.5
- Total Annual Salary \$1,160,609.77
- Average Annual Salary \$27,633.56

*44,499 - 232,493.75
5 months
May - Sept.*

SECURITY

PAY GRADE	PAY BAND	Job Title	Head Count	FLSA Code	MIN	25%tile	MEDIAN	75%tile	MAX
	0	Shift Supervisor		Exempt	\$25,000.00 27,650	\$30,000.00	\$36,000.00	\$43,200.00	\$51,840.00
	1	Traning Supervisor		Exempt	\$27,650.00	\$33,180.00	\$39,816.00	\$47,792.00	\$57,350.00
	1	Security Investigator		Exempt	\$27,650.00	\$33,180.00	\$39,816.00	\$47,792.00	\$57,350.00
	2	Shift Manager		Exempt	\$32,000.00 35,000	\$38,400.00	\$46,080.00	\$55,296.00	\$66,355.20
	6	Security Director		Exempt	\$65,000.00 75,000	\$78,600.00	\$94,320.00	\$112,320.00	\$135,820.00
5		Dispatch Key Control		Non-exempt	\$9.25 11.65	\$11.10	\$13.32	\$15.98	\$19.18
5		Security Officer		Non-exempt	\$9.25 11.65	\$11.10	\$13.32	\$15.98	\$19.18
7		Lead Security Officer		Non-exempt	\$10.30 12.75	\$12.36	\$14.83	\$17.80	\$21.36
9		Administrative Assistant		Non-exempt	\$11.65	\$13.98	\$16.78	\$20.14	\$24.17
10		Security Officer/EMT		Non-exempt	\$13.05	\$15.66	\$18.80	\$22.56	\$27.07