Box 1153 Wagner, SD 57380

OFFICERS: Robert Flying Hawk, Chairman Jason Cooke, Vice Chairman Glenford "Sam" Sully, Secretary Kenny Cook, Treasurer



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> COUNCIL: Greg Cournoyer Jr. Pete Kazena Derrick Marks Christopher Traversie Sr. Jody Zephier

## MEMORANDUM

To:

All YST Employees

From: Robert Flying Hawk, YST Chairman-Yankton Sioux Tribe

THRU: Lisa Arrow, YST Administrative Officer

Date: March 27, 2020

TRIBE CLOSURE EXTENDED TO APRIL 14, 2020/ADMINISTRATIVE LEAVE RE:

The Yankton Sioux Tribe still continues to battle the CoVID 19 (coronavirus disease), we will continue to work hard at keeping our Elders, Children, families and communities safe. Through this effort we have closed business and have made arrangements for those staff who are able to work from home. There are a few "Essential Programs" that are required to check in to make sure that the paper work is getting completed, applications are processed contingent upon funding.

Those Programs are: YST Roads, YST EPP/Emergency Management, YST Transit (ADA van only), YST Finance (when needed), YST Procurement (when needed), ICWA (taking applications online), YST Child Welfare, SORNA (Keeping in contact with clients), Title VI (meal deliveries), EDA/CDFI (teleconferencing-Telework), YST Law Enforcement, YST Tribal Courts, YST Utilities (when needed), IT Office( when needed for repairs/correction to internet-email, specific orders), YST Food Distribution (food deliveries), YST Transportation Planning (teleconferencing-telework) Childcare services (1st & 15th of month to submit time for providers)

<u>Directors:</u> If there is any information that you want disseminated, use the YST Website or our local radio station, YST Facebook page PLEASE CHECK YOUR EMAIL ON A DAILY BASIS.

THE PROCESS STILL REMAINS IN PLACE FOR THOSE WHO WILL TELEWORK FROM HOME FOR CHECK REQUESTS: Email to dicooke59@yahoo.com or fax to finance office 605-384-5520 Have your check request to her BY TUESDAY OF EACH WEEK!