

TRIBAL OPERATIONS

Holiday & Administrative Closures

Tribal Operations will be closed
Monday, Dec. 25, 2023
through
Monday, Jan. 1, 2024
**Excluding 24/7 departments*

- **ACFS:** Closed. Parenting time visitations scheduled on case-by-case basis. On-call worker available, contact Dispatch: **989-775-4700**
- **Andahwod:** Open with the administration staff on-call. Will also be open Dec. 27-28 from 8 a.m. - 5 p.m.
- **Behavioral Health RTC:** Open (fully staffed)
- **Behavioral Health Outpatient, Domestic Violence Program and Prevention:** Closed, except on-call crisis therapists. *On-call help: 989-775-4850*
- **Fire Department:** Open (fully staffed)
- **Gaming Commission:** Closed with a commissioner on call daily. The compliance office will stay 24/7 at the casino, they also will pass out licenses and do renewals.
- **Grants:** Closed. *For emergencies call: 989-429-6565*
- **Housing:** Closed. *Mt. Pleasant 24/7 emergency line: 989-621-2669. Saganing: 989-330-8165.*
- **Human Resources:** The Black Elk offices will be closed. SECR and SELC Satellite Offices will be open Dec. 27-29. Mail room will run mail Dec. 27-28.
- **Information Technology:** Open (skeleton crew during closure)
- **Motor Pool:** Closed. Available in case of vehicle/equipment failures, maintenance supplies needed, inclement weather or transportation needs.
- **Nimkee Pharmacy:** Open Dec. 26-29 from 9 a.m. - 2 p.m.
- **Nimkee Clinic:** Nimkee Medical, Dental, Public Health and Administrative offices will be closed. Provider on call at **989-317-2088**.
- **Nimkee Fitness Center:** Open 24/7
- **Payroll:** Closed (staff teleworking as needed)
- **Per Capita:** Closed. Checks will be processed for the Dec. 29 pay date. All changes will need to be in the office by end of day Dec. 22 or emailed to percapita@sagchip.org by end of Dec. 26.
- **Planning:** Closed. Members encouraged to get hunting tags prior to holidays. *Contact: KMcCoy@sagchip.org or 989-775-4014*
- **Police Department:** Open (24/7)
- **Prosecutor:** Open. Prosecutor available remotely. Victim Advocates available remotely and on site.
- **Saganing Tribal Center:** Closed. Medication pick-up and deliveries on 12/27. Maintenance on call for snow removal. *Call 989-775-5820*
- **Seventh Generation:** Closed (available for rentals that weekend)
- **Tribal Clerk/Enrollment:** Closed with monitoring for burial assistance by calling: **989-775-4072**
- **Tribal Council:** Closed (available for signatures during closure).
- **Tribal Court:** Judicial Officer on-call to process cases/hold hearings when required. *Call 989-775-4800*
- **Warehouse:** Open. Staff on site Dec. 26-29

Most closed departments will be monitoring their emails and voicemails to provide services throughout the closure, be sure to leave a message.



Saginaw Chippewa Indian Tribe of Michigan
"Working Together for Our Future"

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