TRAINING ANNOUNCEMENT

*National Training Conference*

## June 15 – 16, 2022



### The Grand Casino Hotel & Resort
777 Grand Casino Blvd, Shawnee, OK 74804

The National Indian Gaming Commission is excited to announce the return of in-person training events with its first ever National Training Conference.  This two-day training event will continue to give attendees flexibility and the choice of attending both or just one of the days.  Day one, June 15th, will consist of general sessions and after lunch, breakout trainings in Audit and Compliance.  Day two, June 16th, will continue with full day tracks in Audit and Compliance training.

In addition to new courses, the NIGC is bringing back additional updated courses.  This agenda is designed to be appropriate for, and the NIGC highly encourages, the attendance of tribal leaders, gaming commissioners, commission staff, operations staff and managers of the tribe/tribal facilities.

## VIRTUAL ATTENDANCE Through Zoom will continue this year!

In an effort to assist and accommodate all of our regulatory partners and tribal leaders, select trainings will be livestreamed and available to watch virtually through Zoom and available for all to attend.

 *Access to the virtual trainings will require prior individual registration using the 'Virtual Training' tab found under this announcement.  Once registered, access will be provided via an emailed link.  Please note: you must register for each training you wish to watch, individually, and login using that link for attendance to be recorded.*

**In Person Check-in**: 2pm-5pm June 14th, and 8am-8:30am June 15th.

**Training Topics**: Agenda and course descriptions can be viewed on the NIGC Events Calendar and are included at the end of this announcement.

**Completion Notification**: Completion Certificates will be given on the last day of training for in-person or emailed upon completion for virtual attendees.

Again, for your convenience, registration is online!
Each attendee must register individually for attendance purposes.

In-Person Attendance – Use this link to register: NTC In-Person Registration Link

Virtual Attendance – Use the link located associated with the course you wish to attend in the table below.

| Date - Wednesday  June 15, 2022 | | |
|---|---|---|
| **Course Name** | **Start Time** | **Zoom Registration Link** |
| Introduction to Self-Regulation | 10:30a – 12:00p EST | Click HERE to register for Introduction to Self-Regulation |
| Understanding Intent and Testing (Audit Toolkits) | 3:30 - 4:30p EST | Click HERE to register for Understanding Intent and Testing |
| Date - Thursday June 16, 2022 | | |
| **Course Name** | **Start Time** | **Zoom Registration Link** |
| Auditing to the SICS | 8:30 – 10:45a EST | Click HERE to register for Auditing to the SICS |
| Auditing Digital Wallets | 11:00a – 12:00p EST | Click HERE to register for Auditing Digital Wallets |

Once registered, links/login instructions will be emailed after registration is complete.

**Materials/Participant Guides:** All registered attendees will have the choice between printed participant guides and digital copies.  ***All course materials will be available for download from the NIGC website prior to the start of each training session.***

There is no cost to attend this training event!  Attendees are responsible for travel, lodging and meal cost.

The NIGC staff is looking forward to meeting you and presenting these trainings. If you have any questions about the National Training Conference, please contact traininginfo@nigc.gov.

The NIGC Training Program

## Accommodations

For your convenience, a block of rooms has been reserved for this event at the rate of $96.00/night +tax at
**The Grand Casino Hotel & Resort**
**777 Grand Casino Blvd, Shawnee, OK 74804**

To book rooms head to:
Online: www.grandresortok.com (enter 220613NIGC when booking)
Phone: 405.964.7777 (mention "NIGC National Training Conference" when booking)

# AGENDA

**\*indicates courses to be virtually streamed via Zoom**

| | START TIME | NIGC National Training Conference<br>June 15th & 16th, 2022<br>Grand Casino<br>Shawnee, Oklahoma | |
|---|---|---|---|
| **Day One** | 08:00 | **Welcome/Registration** | |
| | 09:00 | **Leadership Discussion** | |
| | 10:00 | Break/Networking | |
| | 11:00 | **Introduction to Self-Regulation\*** | |
| | 12:00 | *Lunch (On Your Own)* | |
| | | **AUDITING TRACK** | **COMPLIANCE TRACK** |
| | 1:00 | How to Audit to 543.20 (IT) risk based | Mission Statements |
| | 2:00 | Break | Break |
| | 2:15 | How to Audit to 543.20 (IT) risk based | Overview of the Indian Gaming Regulatory Act |
| | 3:15 | Break | Break |
| | 3:30 | Understanding Intent and Testing (Audit Toolkits) \* | Tribal Gaming Ordinances |
| | 4:30 | **Day One Wrap up, Q&A** | |
| | | **DAY Two- TRACKS** | |
| **Day Two** | 8:30 | Auditing to the SICS \* | How to Avoid IGRA Violations "Misuse of Gaming Revenue" |
| | 9:30 | Break | Break |
| | 9:45 | Auditing to the SICS \* | How To Avoid IGRA Violations "Management without an Approved Contract" |
| | 10:45 | Break | Break |
| | 11:00 | Auditing Digital Wallets \* | Intro to Emergency Preparedness Plans |
| | 12:00 | *Lunch (On Your Own)* | |
| | 1:00 | Auditing Revenue a Deep Dive (risk based) | Background Investigations |
| | 2:00 | Break | Break |
| | 2:15 | Auditing Revenue a Deep Dive | Licensing Files |
| | 3:15 | Break | Break |
| | 3:30 | Auditing Revenue a Deep Dive | CJIS Discussion Panel |
| | 4:30 | **Course Close** | |

# Course Descriptions

## General Track

**Leadership Discussion:** This panel presentation will provide an opportunity for attendees to hear from the NIGC Leadership and staff regarding agency updates, outreach efforts, and operational priorities.

**Introduction to Self-Regulation:** The Indian Gaming Regulatory Act and 25 C.F.R Part 518 allow for a tribe to petition the Commission of the NIGC for a certificate of self-regulation for its Class II gaming. This discussion will detail what the requirements are for a tribe to submit a petition for self-regulation and provide a general overview of the petition review process.

## Compliance

**Mission Statements:** Join us for a hands on session where we will be creating a mission statement for your organization. The mission statement is a specific description of your organization's core purpose. The statement answers the question: "Why do we exist?" The best mission statements details with ease and clarity, the organization's core purpose and why it exists.

**Overview of the Indian Gaming Regulatory Act:** In this hands on activity based training, we will be identifying the tribe's authority to regulate gaming. In this hands on course, you will learn about the statutory basis for tribal gaming, which promotes economic development and strong tribal governments. We will explore how this act shields tribal gaming from corrupting influence and ensures the tribe is the primary beneficiary of the gaming enterprise.

**Tribal Gaming Ordinance:** Prior to tribes engaging in gambling on Indian lands, an ordinance approved by the NIGC Chairperson is required. Each ordinance issued is unique to each specific tribe, its regulatory structure and operation, establishing the foundation for gaming occurring on approved land. Your tribal gaming ordinance should include the tools necessary to effectively regulate your gaming facilities. We will be working through this activity based training to identify some of your tribe's specific requirements and help you understand what your authority is as it relates to regulating gaming.

**Misuse of Gaming Revenue:** MGR is a violation of the Indian Gaming Regulatory Act. The Indian Gaming Regulatory act identifies five specific purposes for the use of gaming revenue. When used for something other than those purposes, violations can occur. Join us for an activity-filled hour to understand how violations may occur and what you can do to prevent it.

**Managing without a contract:** This presentation will discuss what a management contract consists of and what role tribal gaming regulatory authorities have for ensuring your operations doesn't violate IGRA and NIGC regulations. Join us for an hour long activity based training on managing without a contract and what red flags to look out for!

**Introduction to Emergency Preparedness Plans:** This session will help attendees understand what an Emergency Preparedness Plan is, what it consists of, why it's critically important to have, practice and exercise the plan. In addition, a model template will be discussed and made available

**Background and Investigation**: Let's take a close look at the requirements for 25 C.F.R Parts 556 and 558. In this activity filled hour we will look at the definition of the Key and Primary Management official and look at some job description that may or may not signify an individual is Key or Primary official as well as submission requirements and timelines.

**Licensing files:** This session will focus on delving into the files held by the TGRA for at least three years after termination. We'll explore some of the most common areas of non-compliance and work collectively in groups to develop a checklist to ensure accuracy of the information.

**Criminal History Record Information (CHRI) and compliance with 25 CFR Part 558.3(e):** Join staff from the NIGC Criminal Justice Information Services Audit Unit (CAU) for a discussion about CHRI and compliance with 25 CFR Part 558.3(e).

## Audit

**How to Audit to 543.20:** This course is designed for tribal gaming regulators, operational and IT personnel. It will explore the 25 C.F.R. Part 543.20 Minimum Internal Control Standards for Class II Gaming. We will discuss and step through each section of the IT MICS and how to apply relevant best practices for overcoming the recognized concerns. Utilizing real world examples, we will highlight various MICS and emphasize common IT compliance issues.

**Understanding Intent and Testing (Cage Toolkit):** This course will introduce the Cage Tool Kit, discuss how it can be used, and identify the top Cage findings from the FY20 agreed-upon procedures (AUP) reports. Attendees will engage in practical exercises and discuss the intent and testing to help build better controls. This course will help tribal regulators, internal auditors and operations cage personnel better understand the MICS for class II gaming.

**Auditing to the SICS:** This training is designed to help auditors understand, through practical exercises, and hands-on activities, how to develop an audit checklist that includes auditing down to the System of Internal Controls (SICs, i.e. policies and procedures).

**Auditing Digital Wallets:** This Panel discussion will discuss TGRA and Internal Audit considerations as it relates to Digital Wallets and Cashless Wagering.

**Auditing Revenue "A Deep Dive":** The objectives for this course are to identify the standards for auditing revenue, discuss the intent of the standards, and the importance of implementing procedures. This course will focus on providing specific information for MICS auditing revenue sections by providing handouts, practical exercises, and discussions about implementing procedures. Exercises include identifying, documenting, and reporting errors and non-compliance.