



Mille Lacs Band of Ojibwe Indians

Executive Branch of Tribal Government

Office of the Chief Executive

Via E-mail

May 22, 2025

Sheldon Boyd, Speaker of the Assembly
Carolyn Beaulieu, District I Representative
Wendy Merrill, District II Representative
Harry Davis, District III Representative

Re: Nomination Letter for Darcie Big Bear to Serve Subsequent Term as Commissioner of Administration

Aaniin. It is with great confidence and respect that I nominate Darcie Big Bear to serve a four-year term as Commissioner of Administration for the Mille Lacs Band of Ojibwe. Darcie is an outstanding public servant who has dedicated the past 24 years of her life to serving the Band. Her work across all branches of government has given her a comprehensive and practical understanding of the Band's structure, operations, and core values. And yet she is always striving to improve. Over the past eight months, she has undergone a tremendous degree of professional development, including the ability to assess and manage high-level talent. I only look forward to more great things to come from her in the future.

When I first nominated Darcie to the post of Commissioner of Administration last August, I believed that Darcie was someone who could "stabilize and improve Band government over the next five years." I also wrote that:

Darcie has demonstrated throughout her life that she is an integral part of the Mille Lacs Band Community. From dancing in powwows and attending ceremonies to helping out at youth activities, Darcie has contributed to the betterment of our communities in so many ways. She is the exact type of person I want representing the Mille Lacs Band both here at home and before outside entities. Said differently, Darcie is a fantastic representative of who we are as people. She is an Anishinaabe ikwe through and through.

I believe those words as much now as I did then. And that's why I've trusted Darcie with so much.

In her current leadership role, Darcie has taken on major initiatives that have significantly improved government operations. She has begun the Modernization of Information Technology in Administration, proposed a restructure of Administration and Human Resources to increase functionality, and introduced more efficient processes through innovative systems. Her strategic thinking and meticulous attention to detail have led to greater efficiency and effectiveness throughout the organization.

Letter from Chief Executive Virgil Wind to the Band Assembly
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Beyond her technical and organizational strengths, Darcie is a strong writer and a dependable team player. She leads with confidence and a solutions-oriented mindset that motivates those around her. Whether working on complex policy revisions—such as the forthcoming proposed amendments to the Child Support Code, forthcoming proposed amendments to the Band’s Personnel Policy and Procedures Manual, or day-to-day administrative needs—she approaches each responsibility with thoughtfulness and dedication.

If confirmed into a four-year term, Darcie plans to advance the IT modernization process which she has already begun; implement a new and expansive human resources management system for quick and efficient access to data; implement robust policies, procedures, and live-streaming of the Administration Policy Board; expedite background check processing through the Tribal Access Program; and continue improving Administration processes and workflows.

Darcie Big Bear exemplifies the highest level of dedication and service to the Mille Lacs Band, demonstrating unwavering loyalty, humility, strength, and determination. Her extensive experience and forward-thinking leadership make her a great candidate, and an exceptional choice to carry forward the mission of the Band with integrity and vision.

I offer my full support for Darcie’s nomination and have every confidence that she will continue to lead with distinction and serve the Band with honor. I look forward to her confirmation hearing and subsequent vote for ratification.

Miigwech,



Virgil Wind
Chief Executive

CC:

Darcie Big Bear, Commissioner of Administration
Caleb Dogeagle, Solicitor General
Jared Miller, Legislative Counsel
Danielle Smith, Parliamentarian / Clerk of the Assembly

Enclosure:

Darcie Big Bear’s Resume

DARCIE BIG BEAR

I have dedicated my life to working for the Mille Lacs Band for the last 24 years. I have worked in all branches of government and have firm knowledge of how the Band operates. I have an excellent and proven work history. I am a professional communicator with excellent writing, typing, and record keeping skills. I am highly motivated, a team player, embody leadership skills, and a problem-solver. I pride myself in getting tasks done in a timely manner as well as paying close attention to detail.

EXPERIENCE

OCTOBER 2024-CURRENT

COMMISSIONER OF ADMINISTRATION, MILLE LACS BAND OF OJIBWE

JANUARY 2024 – CURRENT

ACTING COMMISSIONER OF CORPORATE AFFAIRS, MILLE LACS BAND OF OJIBWE

APRIL 2015 – OCTOBER 2024

PARLIAMENTARIAN/CLERK OF THE ASSEMBLY, MILLE LACS BAND OF OJIBWE

FEBRUARY 2012 – JULY 2012

ELECTION JUDGE CHAIRPERSON, MILLE LACS BAND OF OJIBWE

FEBRUARY 2010 – JULY 2010

ELECTION BOARD CHAIRPERSON, MILLE LACS BAND OF OJIBWE

SEPTEMBER 2004 – APRIL 2015

ENROLLMENT TECHNICIAN, MILLE LACS BAND OF OJIBWE

NOVEMBER 2003 – SEPTEMBER 2004

DATA ENTRY/ENROLLMENT ASSISTANT, MILLE LACS BAND OF OJIBWE

OCTOBER 2000 – NOVEMBER 2003

ASSISTANT CLERK OF COURT, MILLE LACS BAND OF OJIBWE

EDUCATION

MASTERS OF TRIBAL ADMINISTRATION AND GOVERNANCE, UNIVERSITY OF MINNESOTA – DULUTH – GPA 3.972

BACHELORS OF APPLIED SCIENCE – BUSINESS ADMINISTRATION, AMERICAN PUBLIC UNIVERSITY – GPA 3.8350

ASSOCIATES OF APPLIED SCIENCE – BUSINESS ADMINISTRATION, NATIONAL AMERICAN UNIVERSITY

GENERAL EDUCATION DIPLOMA, BRAINERD HIGH SCHOOL ALC

HIGHLIGHTS IN MY CURRENT ROLE

- 1) Simultaneously fulfilled two commissioner positions.
- 2) Implementation of the Modernization of Information Technology for the Band.
- 3) Currently drafting a re-structure of Administration and Human Resources for more functionality.
- 4) Working on streamlining the APB process through Laserfiche.
- 5) Streamlining processes within Administration to be more efficient and effective.
- 6) Tribal Access Program Resolution approved.
- 7) Currently working on a proposed Child Support Statute amendment with OSG.