

# Oneida Business Committee Agenda Request

XIV.A.01. Accept Organizational Development Specialist FY '15 3rd quarter report

1. Meeting Date Requested: 09 / 09 / 15

## 2. General Information:

Session: ☒ Open ☐ Executive - See instructions for the applicable laws, then choose one:

Agenda Header:

☐ Accept as Information only

☒ Action - please describe:

Motion to accept the Quarterly Report

## 3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1.

3.

2.

4.

☐ Business Committee signature required

## 4. Budget Information

☐ Budgeted - Tribal Contribution

☐ Budgeted - Grant Funded

☐ Unbudgeted

## 5. Submission

Authorized Sponsor / Liaison:

Primary Requestor:

Melanie Burkhart, Organizational Development Specialist

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

\_\_\_\_\_  
Name, Title / Dept.

Additional Requestor:

\_\_\_\_\_  
Name, Title / Dept.

Quarterly Report  
To the  
Oneida Business Committee  
For the period April 2015 – June 2015

Melanie Burkhart  
Organizational Development Specialist

#### Tribal Treasurer Office

- Started Facilitated Sessions for the Budget Gap
  - Meet with Treasurer to determine outcomes for the facilitated sessions
  - Review PIP form and its use for the budget gap meeting
  - Met for 2 days with the direct reports and boards, committees, and commission to bring the budget into alignment from the \$23.5M gap
  - At the end of the initial 2 days the group was still at a \$2.5M gap
  - Report to OBC determined additional time would be requested in July to close the gap
- Met with OBC to reduce their portion of the budget in the Special Projects Line

#### Policy

- Met with BC and LRO to review the Comprehensive Policy Governing Boards, Committees and Commissions
  - Brought forward work that had been the prior quarter
  - Provided input on the policy for language changes and updates
- Work with a team to review SOP's that need to be created for OBC.
  - Provide a list to OBC for priority

#### OBC Reorganization

- Continue to research and put together analysis on past reorganization efforts
- Create definitions and intent on the proposed reorganization plan
- Brought forward an updated plan on reorganization for the OBC

#### Day to Day

- Facilitate OBC Strategic Work Meetings
- Research tools/techniques for daily work