Oneida Tribe of Indians of Wisconsin

Oneidas bringing several hundred bags of corn to Washington' s starving army at Valley Forge, after the colonists had consistently refused to aid them.

UGWA DEMOLUM YATEHE
Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possble.

BC Meeting Materials <u>March 30, 2016</u>

Open Session

CERTIFICATION

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the following 327 pages are the Open Session meeting materials presented at a meeting duly called, noticed and held on the 30th day of MARCH, 2016.

Lisa Summers, Tribal Secretary
Oneida Business Committee

Oneida Business Committee

Executive Session
9:00 a.m. Tuesday, March 29, 2016
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
9:00 a.m. Wednesday, March 30, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

To get a copy of the agenda, go to: http://oneida-nsn.gov/

I. CALL TO ORDER AND ROLL CALL

II. OPENING

A. Recognition of the 5th grade Oneida Future Thunderhawks girls' basketball team *page 9*
Sponsor: Fawn Billie, Councilwoman

III. ADOPT THE AGENDA

IV. OATHS OF OFFICE

A. Oneida Pow Wow Committee – William King *page 11*

B. Oneida Personnel Commission – Tomas Escamea *page 13*

V. MINUTES

A. Approve March 9, 2016, regular meeting minutes *page 15*
Sponsor: Lisa Summers, Tribal Secretary

VI. RESOLUTIONS

A. Adopt resolution titled Older Americans Month 2016 *page 37*
Sponsor: Don White, Division Director/Governmental Services Division

B. Adopt resolution titled Oneida Representation on Midwest Tribal Energy Resources Association Board and Support of Association's Department of Energy Grant Application *page 40*
Sponsor: Tehassi Hill, Councilman

C. Adopt resolution titled Revising Standard Oath for Elected and Appointed Positions *page 44*
Sponsor: Lisa Summers, Tribal Secretary

VII. APPOINTMENTS *(No Requested Action)*

VIII. STANDING COMMITTEES

A. Legislative Operating Committee
Sponsor: Councilman Brandon Stevens, Chair

1. **Accept March 2, 2016, Legislative Operating Committee meeting minutes** *page 48*

B. Finance Committee
Sponsor: Tribal Treasurer Trish King, Chair

1. **Approve March 14, 2016, Finance Committee minutes** *page 53*
2. **Accept Finance Committee FY '16 1st quarter report** *page 60*

C. Community Development & Planning Committee
Sponsor: Tribal Vice-Chairwoman Melinda J. Danforth, Chair

1. **Defer Community Development & Planning Committee FY '16 1st quarter report to the April 13, 2016, regular Business Committee meeting** *page 68*

D. Quality of Life Committee
Sponsor: Councilwoman Fawn Billie, Chair

1. **Accept February 11, 2016, Quality of Life Committee meeting minutes** *page 70*
2. **Accept Quality of Life Committee FY '16 1st quarter report** *page 74*

IX. GENERAL TRIBAL COUNCIL

A. Review letters and make recommendation regarding Petitioner Frank Cornelius: Special GTC meeting to address four resolutions *page 78*
1) Investigation into Oneida Seven Generations Corporation
2) Enforcing Salaries for Oneida Seven Generations Corporation
3) Freedom of Speech, Press, and Assembly
4) Imposing a Tax on the Business Committee
Sponsor: Tina Danforth, Tribal Chairwoman

*EXCERPT FROM MARCH 9, 2016: **(1)** Motion by Jennifer Webster to accept the updated legal opinion regarding F. Cornelius petition and move to open session, seconded by Brandon Stevens. Motion carried unanimously. **(2)** Motion by David Jordan to accept the legal opinion and to direct the Tribal Secretary to begin scheduling a General Tribal Council meeting, seconded by Jennifer Webster. Motion carried unanimously.*
EXCERPT FROM JANUARY 27, 2016: Motion by Lisa Summers to approve this item for the July 4, 2016, Semi-Annual General Tribal Council meeting, seconded by Jennifer Webster. Motion carried unanimously.
EXCERPT FROM DECEMBER 23, 2015: Motion by Jennifer Webster to accept the legal update as information, seconded by Lisa Summers. Motion carried unanimously.

*EXCERPT FROM DECEMBER 9, 2015: **(1)** Motion by Lisa Summers to accept the fiscal analyses of the four (4) resolutions, seconded by Brandon Stevens. Motion carried unanimously. **(2)** Motion by Lisa Summers to defer the legal analyses of the four (4) resolutions to the December 23, 2015, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.*
EXCERPT FROM NOVEMBER 25, 2015: Motion by Lisa Summers to defer the fiscal analyses to the December 9, 2015, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried with one abstention.
*EXCERPT FROM SEPTEMBER 9, 2015: **(1)** Motion by Jennifer Webster to accept the update from Chief Counsel regarding legal analyses of resolutions 1-4, seconded by Brandon Stevens. Motion carried unanimously. **(2)** Amendment to the main motion by Melinda J. Danforth to provide a new due date of November 25, 2015, for the legal and financial analyses of resolutions 1-4, seconded by Lisa Summers. Motion carried unanimously.*
EXCERPT FROM AUGUST 26, 2015: Motion by David Jordan to accept the legislative analyses for resolution 1-4, seconded by Jennifer Webster. Motion carried unanimously.
*EXCERPT FROM AUGUST 17, 2015: **(1)** Motion by Lisa Summers to take this item from the table, seconded by David Jordan. Motion carried unanimously. **(2)** Motion by Jennifer Webster to forward the four resolutions to the Legislative, Law, Finance Offices for the appropriate analyses and for those analyses to be due at the September 9, 2015, regular Business Committee meeting, seconded by Lisa Summers. Motion carried unanimously. **(3)** Motion by Lisa Summers to request the Law Office provide a legal opinion about what occurs when a petition is submitted which does not have all the appropriate documentation that would go with the petition, seconded by Tehassi Hill. Motion carried with one abstention.*
EXCERPT FROM AUGUST 12, 2015: Motion by Lisa Summers to adjourn at 2:06 p.m. and to direct the Tribal Secretary to coordinate Business Committee special meeting date for the remainder of this agenda, seconded by Brandon Stevens. Motion carried unanimously.
EXCERPT FROM JULY 22, 2015: Motion by Brandon Stevens to table this item to next regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.
EXCERPT FROM JULY 8, 2015: Motion by Tehassi Hill to accept the update as information and defer this item to the July 22, 2015, regular Business Committee meeting as agreed upon by the Business Committee members and the petitioner, seconded by David Jordan. Motion carried unanimously.
EXCERPT FROM JUNE 24, 2015: Motion by Fawn Billie to defer this item to the next regular Business Committee meeting and direct the Secretary to work with the petitioner to find a solution to the concerns, seconded by Tehassi Hill. Motion carried unanimously.
EXCERPT FROM MAY 27, 2015: Motion by David Jordan to direct the Secretary to reach out to Petitioner Frank Cornelius to request the four (4) resolutions mentioned in the petition be submitted in thirty (30) days, seconded by Lisa Summers. Motion carried unanimously.
*EXCERPT FROM MAY 13, 2015: **(1)** Motion by Trish King to acknowledge receipt of the petition submitted by Frank Cornelius, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Trish King to send the verified petition to the Law, Finance, Legislative Reference and Direct Report Offices for legal, financial, legislative and administrative analyses to be completed; to direct the Law, Finance and Legislative Offices to submit the analyses to the Secretary within sixty (60) days and a that a progress report is submitted in forty-five (45) days, seconded by David Jordan. Motion carried unanimously. **(3)** Motion by David Jordan to direct the Direct Report Offices to submit the appropriate administrative analyses to the Secretary within thirty (30) days, seconded by Trish King. Motion carried unanimously.*

B. Enter E-poll results into the record for approval of accepting the legislative, legal, and financial analyses regarding Petitioner Yvonne Metivier: FY '17- FY '21 Per Capita Payment Proposal and adding the petition to the May 23, 2016, Special General Tribal Council meeting agenda *page 86*

Sponsor: Lisa Summers, Tribal Secretary

C. Determine and approve appropriate date for the 2016 Semi-Annual General Tribal Council meeting *page 106*
Sponsor: Lisa Summers, Tribal Secretary

D. Forward Oneida Higher Education Scholarship (Law) and supporting documents to the General Tribal Council for consideration *page 111*
Sponsor: Brandon Stevens, Councilman

X. STANDING ITEMS

A. Accept update regarding Work Plan for CIP # 14-002 Cemetery Improvements *page 155*
Sponsor: Troy Parr, Assistant Division Director/Development

B. Accept Constitutional Amendment Team update *page 158*
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

XI. UNFINISHED BUSINESS *(No Requested Action)*

XII. TABLED BUSINESS *(No Requested Action)*

XIII. NEW BUSINESS

A. Approve six (6) requests regarding CIP # 14-012 Oneida Nation Farms Barn *page 167*
Sponsor: James Petitjean, Interim Assistant Division Director/Development

B. Enter E-poll results into the record for the approved amendment to the 2016 Indian Housing Plan to include the Tribal HUD-VASH Program in the amount of $204,939 and to authorize the Chair to sign off on the amendment *page 194*
Sponsor: Lisa Summers, Tribal Secretary

C. Approve Election Board's recommended date for 2016 Special Election *page 206*
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

D. Accept Oneida Total Integrated Enterprises as it relates to the February 20, 2016, General Tribal Council Directive *page 208*
Sponsor: Tina Danforth, Tribal Chairwoman

E. Approve Memorandum of Understanding with Brothertown Nation and authorize the Tribal Chair and Tribal Historic Preservation Officer to sign off on agreement *page 211*
Sponsor: Tina Danforth, Tribal Chairwoman

F. Approve Oneida Business Committee Standard Operating Procedure titled O.B.C. Special Projects Budget *page 215*
Sponsor: Trish King, Tribal Treasurer

XIV. TRAVEL

A. TRAVEL REPORTS *(No Requested Action)*

B. TRAVEL REQUESTS

1. **Enter E-poll results into the record for approved travel request – Treasurer Trish King – All Nippon Airways (ANA) Inspiration Pro-Am – Rancho Mirage, CA – March 28-April 3, 2106** *page 220*

2. **Enter E-poll results into the record for approved travel request – Secretary Lisa Summers and Councilwoman Fawn Billie – National Indian Child Welfare Association (NICWA) 34th Annual Conference – St. Paul, MN – April 3-7, 2016** *page 224*

3. **Enter E-poll results into the record for approved travel request – Chairwoman Tina Danforth – Tribal Grantmaking Leadership Gathering – Brooks, CA – April 12-13, 2016** *page 234*

4. **Approve travel request – Chairwoman Tina Danforth – Midwest Alliance of Sovereign Tribes (MAST) Impact Week – Washington D.C. – April 26-29, 2016** *page 246*

5. **Approve travel request – Secretary Lisa Summers – Midwest Alliance of Sovereign Tribes (MAST) Impact Week – Washington D.C. – April 26-29, 2016** *page 251*

XV. REPORTS *(This section of the agenda is scheduled to begin at 1:30 p.m.)*

A. OPERATIONAL REPORTS

1. **Accept Oneida Retail Enterprise FY '16 1st quarter report** *page 256*
   Sponsor: Michele Doxtator, Area Manager/Retail Profits

B. CORPORATE REPORTS

1. **Accept Bay Bancorporation Inc. FY '16 1st quarter report** *page 285*
   President: Jeff Bowman
   Liaison: Tina Danforth, Tribal Chairwoman

   EXCERPT FROM MARCH 9, 2016: Motion by Jennifer Webster to defer the Bay Bancorporation Inc. FY '16 1st quarter report to the March 30, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.

C. BOARDS, COMMITTEES, AND COMMISSIONS

1. **Accept Oneida Personnel Commission FY '16 1st quarter report** *page 290*
   Chair: Yvonne Jourdan
   Liaison: Lisa Summers, Tribal Secretary

2. **Accept Land Commission FY '16 1st quarter report** *page 315*
   Vice-Chair: Rae Skenandore
   Liaison: Tehassi Hill, Councilman

XVI. EXECUTIVE SESSION

A. REPORTS

1. **Accept Bay Bancorporation Inc. FY '16 1st quarter report** ***(9:00 a.m.-9:30 a.m.)*** *page 318*
   President: Jeff Bowman
   Liaison: Tina Danforth, Tribal Chairwoman

   EXCERPT FROM MARCH 9, 2016: Motion by David Jordan to defer the Bay Bancorporation Inc. FY '16 1st quarter report to the March 30, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.

2. **Accept Gaming General Manager report –** Louise Cornelius, GGM ***(11:00 a.m.-12:00 p.m.)*** *page 331*

   a. **Approve request to remove and rescind prior Business Committee action and to allow for the Marketing Director position to remain a regular exempt employee position** *page 333*

3. **Accept Oneida Retail Enterprise FY '16 1st quarter report** ***(1:30 p.m.-2:00 p.m.)*** *page 344*
   Sponsor: Michele Doxtator, Area Manager/Retail Profits

4. **Accept Chief Counsel report –** Jo Anne House, Chief Counsel *page 375*

5. **Accept Intergovernmental Affairs and Communication report –** Nathan King, Dir./IGAC *page 376*

B. STANDING ITEMS

1. **Land Claims Strategy** ***(No Requested Action)***

2. **Oneida Golf Enterprise – Ladies Professional Golf Association** *page 478*
   Liaison: Trish King, Tribal Treasurer

C. AUDIT COMMITTEE

Sponsor: Councilman Tehassi Hill, Chair

1. **Accept February 11, 2016, Audit Committee meeting minutes** *page 484*

2. **Accept Audit Committee FY '16 1st quarter report** *page 487*

D. UNFINISHED BUSINESS

1. **Review Print Shop – Mail Center Operational plan** *page 490*
   Sponsor: Joanie Buckley, Division Director/Internal Services Division

   EXCERPT FROM DECEMBER 9, 2015: (1) Motion by David Jordan to accept the report, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Lisa Summers to require the next update be brought back to the March 23, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.
   EXCERPT FROM SEPTEMBER 23, 2015: Motion by Brandon Stevens to accept the update as information, seconded by Fawn Billie. Motion carried unanimously.
   *EXCERPT FROM SEPTEMBER 9, 2015: **(1)** Motion by Jennifer Webster to accept this item as information, seconded by Lisa Summers. Motion carried unanimously. **(2)** Amendment to the main motion by Melinda J. Danforth to request the Internal Services Director bring back the assessment to the Business Committee in three months, seconded by Lisa Summers. Motion carried unanimously.*

2. **Approve continuation of additional duties compensation for Division Director of Land Management until June 31, 2016** *page 496*
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

*EXCERPT FROM DECEMBER 9, 2015: **(1)** Motion by Lisa Summers to extend the recommended additional duties compensation up to three (3) months, seconded by David Jordan. Motion carried unanimously. **(2)** Motion by Lisa Summers to approve the implementation of the approved Comprehensive Housing Concept and to defer item to the next Business Committee work meeting for the coordination of a team to begin working on a transition and implementation plan, seconded by Tehassi Hill. Motion carried unanimously. **(3)** Motion by Lisa Summers to request the new transition team provide an update at the March 23, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.*

3. **Defer update regarding Complaint # 2015-DR11-01** *page 499*
Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM MARCH 9, 2016: David Jordan to defer the update regarding complaint # 2015-DR11-01 to the March 30, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.
EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
EXCERPT FROM DECEMBER 9, 2015: Motion by Lisa Summers to accept complaint # 2015-DR11-01 and to defer item to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Jennifer Webster. Motion carried unanimously.
EXCERPT FROM DECEMBER 9, 2015: Motion by Lisa Summers to accept complaint # 2015-DR11-01 and to defer item to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Jennifer Webster. Motion carried unanimously.

4. **Defer update regarding Complaint # 2015-DR11-02** *page 501*
Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM MARCH 9, 2016: Motion by David Jordan to defer the update regarding complaint # 2015-DR11-02 to the March 30, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.
EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
EXCERPT FROM DECEMBER 9, 2015: Motion by Lisa Summers to accept complaint # 2015-DR11-02 and to defer item to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Fawn Billie. Motion carried unanimously.

5. **Defer update regarding Complaint # 2015-DR14-01** *page 503*
Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM MARCH 9, 2016: Motion by David Jordan to defer the update regarding complaint # 2015-DR14-01 to the March 30, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.
EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

EXCERPT FROM DECEMBER 9, 2015: Motion by David Jordan to defer complaint # 2015-DR14-01 to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Lisa Summers. Motion carried unanimously.

E. NEW BUSINESS

1. **Accept update from Midwest Area Tribal Health Board Director** ***(10:00 a.m.-10:30 a.m.)*** *page 505*
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

2. **Accept Town of Oneida Service Agreement Team update as information** *page 507*
   Sponsor: Lisa Summers, Tribal Secretary

3. **Enter E-poll results into the record regarding Emergency Location Closure Standard Operating Procedure** *page 548*
   Sponsor: Lisa Summers, Tribal Secretary

4. **Approve limited waiver of sovereign immunity – LexisNexis-Time Matters Annual Maintenance Agreement – Contract # 2016-0243** *page 556*
   Sponsor: Jo Anne House, Chief Counsel

5. **Approve 7th Amendment to Attorney Contract # 2016-0242** *page 566*
   Sponsor: Jo Anne House, Chief Counsel

6. **Accept update regarding Governmental & Organization Reform as FYI and forward to next General Tribal Council meeting** *page 570*
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

7. **Review Complaint # 2016-DR06-01** *page 580*
   Sponsor: Lisa Summers, Tribal Secretary

8. **Approve limited waiver of sovereign immunity – BDO Consulting – Contract # 2016-0279** *page 632*
   Sponsor: Patrick Pelky, Division Director/Environmental Health & Safety Division

9. **Review February 2016 Treasurer's Report and determine appropriate next steps** *page 645*
   Sponsor: Lisa Summers, Tribal Secretary

XVII. ADJOURN

Posted on the Tribe's official website, www.oneida-nsn.gov, at 12:00 p.m., on Friday, March 25, 2016, pursuant to the Open Records and Open Meetings Law, section 7.17-1. For additional information, please call the Business Committee Support Office at (920) 869-4364.

The packet of the open session materials for this meeting is available to Tribal members by going on to the Members-Only section of the Tribe's official website at: www.oneida-nsn.gov/MembersOnly

For information about this meeting, please call the Business Committee Support Office at (920) 869-4364 or (800) 236-2214.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Annoucement/Recognition

☐ Accept as Information only

☒ Action - please describe:

Recognize the Oneida Futures 5th grade girls basketball team.

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: Phil Wisneski, Team Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The Oneida Futures 5th grade girls basketball team place second in the Wisconsin State Basketball Tournament. The team lost to McDonnel Douglas from Chippewa Falls in the championship game by 2 points. The tournament featured 20 teams from throughout the state.
The team advanced to the championship game by handing the Siren Dragons their only loss of the season.
For the season, the team won 3 tournaments and finished with an overall record of 25-3. They even participated in a 6th grade tournament this year to measure themselves against local competition.
The team is coached by Derrick and Mariea King and Derrick Denny assisted.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Oaths of Office

☐ Accept as Information only

☒ Action - please describe:

Administer Oath of office to William King to the Oneida Pow Wow Committee

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: Lisa Summers, Tribal Secretary

Primary Requestor: Kathleen M. Metoxen, Executive Tribal Clerk
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The posting was in the December 17, 2015 issue of the Kalihwisaks for (1) vacancy on the Oneida Pow Wow Committee for a (3) year term with the deadline of January 15, 2016. There were (3)applicants for the (2) vacancies on the Oneida Pow Wow Committee. The appointment was made on the February 10, 2016 BC Agenda. At the February 24, 2016 meeting William King wasn't present. At the March 9, 2016 meeting William King wasn't present.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Oaths of Office

☐ Accept as Information only

☒ Action - please describe:

Administer Oath of Office to Tomas Escamea to the Oneida Personnel Commission.

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: Lisa Summers, Tribal Secretary

Primary Requestor: Kathleen M. Metoxen, Executive Tribal Clerk
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The posting was in the January 7, 2016 issue of the Kalihwisaks for (1) vacancy on the Oneida Personnel Commission for a (5) year term with the deadline of February 8, 2016. There were (3) applicants for the (1) vacancy on the Oneida Personnel Commission. The appointment was made on the March 9, 2016 BC Agenda.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Minutes

☐ Accept as Information only

☒ Action - please describe:

Approve March 9, 2016, regular meeting minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. March 9, 2016, regular meeting minutes
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: Heather Heuer, Information Mgmt Specialist/BC Support Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

D R A F T

Oneida Business Committee

Executive Session
9:00 a.m. Tuesday, March 8, 2016
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
9:00 a.m. Wednesday, March 9, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Minutes - DRAFT

EXECUTIVE SESSION
Present: Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster;
Not Present: Chairwoman Tina Danforth, Secretary Lisa Summers, and Councilwoman Fawn Billie;
Arrived at: ;
Others present: Jo Anne House, Steve Ninham, Josh Doxtator, Mary Shaw, Kelly Losey, Butch Rentmeester, Jackie Zalim, Leslie Wheelock, Jeff House, Francine Skenandore, Wayne Metoxen, Larry Barton, Justin Fox, Cheryl Skolaski, Michele Doxtator;

REGULAR MEETING
Present: Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster;
Not Present: Chairwoman Tina Danforth, Secretary Lisa Summers, and Councilwoman Fawn Billie;
Arrived at: ;
Others present: Jo Anne House, Heather Heuer, Brad Graham, Bill Graham, Loretta Metoxen, Don White, Troy Parr, Paul Witek, Becky Webster, Nate King, Nancy Barton, Phil Wisneski, Kathy Metoxen, Lou Green, Gina Buenrostro, Pat Pelky, Danelle Wilson, Debbie Danforth, Paula King Dessart, April Skenandore, Leyne Orosco, Chris Johnson, Rae Skenandore, Cathy Metoxen, Neset Skenandore, Casey Houtsinger, Mike Debraska, Larry Barton, Doug Skenandore, Krystal John, Taniquelle Thurner, Raquelle Hill, Maureen Perkins, Dawn Moon-Kopetsky, Dennis Johnson, Rhiannon Metoxen, Susan White, Madelyn Genskow, Susan House, Joyce Hoes, Pete King III, Dianne McLester-Heim, Chris Johns, Kaylynn Gresham, Anita Barber, Butch Rentmeester, Janice Skenandore Hirth, Maxine Thomas, Bev Skenandore, Marsha Danforth, Sheila Huntington, Jamie Betters, Cheryl Skolaski, Julie Denny, Bonnie Pigman, Nicole Rommel, Lori Elm, Daniel Brooks, Dan Skenandore, Jay Rasmussen, Tehatkwa Skenandore, Tracy Williams, Matt W Denny, Donald Webster, Roxanne Anderson;

I. CALL TO ORDER AND ROLL CALL by Vice-Chairwoman Melinda J. Danforth at 9:00 a.m.

For the record: Chairwoman Tina Danforth is on vacation. Secretary Lisa Summers and Councilwoman Fawn Billie are away on approved travel to attend the Tribal Caucus/Intertribal Criminal Justice Council Meeting and PL280 Training in Wisconsin Dells, WI.

II. OPENING by Councilman Tehassi Hill

A. Recognition of Amelia Cornelius for years of service to the Oneida Nation
Sponsor: Jennifer Webster, Councilwoman

D R A F T

III. ADOPT THE AGENDA (00:18:50)

Motion by Jennifer Webster to adopt the agenda with the following changes: [Delete item IX.D. Forward the Oneida Higher Education Scholarship (Law) to the General Tribal Council for consideration; combine item XI.A. Approve request to reschedule March 23, 2016, regular Business Committee meeting date to March 30, 2016, with Executive Session discussion to be held on March 29, 2016 with item XIII.J. Enter e-poll results into the record for the approval of request to reschedule March 23, 2016, regular Business Committee meeting date to March 30, 2016, with Executive Session discussion to be held on March 29, 2016; combine item XVI.D.5. Approve next steps and timeline for filling Assistant Development Division Director position with item XVI.E.07. Enter e-poll results into the record regarding approval of next steps and timeline for filling Assistant Development Division Director position; combine item XVI.D.7. Approve two (2) actions for the special project regarding economic development with item XVI.E.09. Enter e-poll results into the record regarding approval of two (2) actions for the special project regarding economic development; move items X.A. Accept update regarding Work Plan for CIP # 14-002 Cemetery Improvements, XIII.A. Approve activation of $63,000 from approved FY 2016 CIP Budget for CIP # 14-002 Cemetery Improvements, and XIII.B. Accept presentation regarding Oneida Sacred Burial Grounds per GTC Directive to after the Oaths of Office; and approve add-on request for item XVI.E.11. Approve limited waiver of sovereign immunity – Logicalis-IBM-Software Maintenance – contract # 2016-0202], seconded by Tehassi Hill. Motion carried unanimously[1]:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

IV. OATHS OF OFFICE (00:27:16) by Treasurer Trish King

A. Southeastern Oneida Tribal Services Advisory Board – Casey Houtsinger

B. Oneida Pow Wow Committee – William King *(Not Present)*

C. Oneida Nation School Board – Neset Skenandore

V. MINUTES (2:02:18)

A. Approve February 24, 2016, regular meeting minutes
Sponsor: Lisa Summers, Tribal Secretary

Motion by Brandon Stevens to approve the February 24, 2016, regular meeting minutes, seconded by Trish King. Motion carried with two abstentions:

Ayes:	Trish King, Brandon Stevens, Jennifer Webster
Abstained:	Tehassi Hill, David Jordan
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

[1] Tribal Member Madelyn Genskow's verbal add-on agenda request regarding Oneida Police Department wearing body cameras was denied by the Business Committee due to her not following the process as there was not a written request nor any backup information provided. However, the Business Committee recommended the requestor to submit an agenda request form with backup information for the next regular Business Committee meeting.

D R A F T

VI. RESOLUTIONS (2:04:54)

A. Adopt resolution titled Appointing Representative to the State of Wisconsin Special Committee on State-Tribal Relations

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM FEBRUARY 24, 2016: Motion by Trish King to defer the adoption of resolution titled Amending Resolution 09-24-14-H Appointing Representative to the State of Wisconsin Special Committee on State-Tribal Relations to the March 9, 2015, regular Business Committee meeting, seconded by Fawn Billie. Motion carried with one abstention.

Motion by Trish King to adopt resolution 03-09-16-A Appointing Representative to the State of Wisconsin Special Committee on State-Tribal Relations, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

VII. APPOINTMENTS (2:06:08)

A. Accept recommendation and appoint Tomas Escamea to the Oneida Personnel Commission

Sponsor: Tina Danforth, Tribal Chair

Motion by Jennifer Webster to accept the recommendation and appoint Tomas Escamea to the Oneida Personnel Commission, seconded by David Jordan. Motion carried with three abstentions:

Ayes: David Jordan, Jennifer Webster
Abstained: Tehassi Hill, Trish King, Brandon Stevens
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

VIII. STANDING COMMITTEES (2:08:00)

A. Legislative Operating Committee

Sponsor: Councilman Brandon Stevens, Chair

1. Approve February 17, 2016, Legislative Operating Committee meeting minutes

Motion by Brandon Stevens to accept the February 17, 2016, Legislative Operating Committee meeting minutes, seconded by Jennifer Webster. Motion carried with one abstention:

Ayes: Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Abstained: David Jordan
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

2. Accept Legislative Operating Committee FY '16 1st quarter report

Motion by David Jordan to accept the Legislative Operating Committee FY '16 1st quarter report, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

B. Finance Committee
Sponsor: Tribal Treasurer Trish King, Chair

1. Approve February 29, 2016, Finance Committee meeting minutes

Motion by Jennifer Webster to approve the February 29, 2016, Finance Committee meeting minutes, seconded by Trish King. Motion carried with one abstention:

Ayes:	Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Abstained:	David Jordan
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

C. Community Development & Planning Committee ***(No Requested Action)***

D. Quality of Life Committee ***(No Requested Action)***

IX. GENERAL TRIBAL COUNCIL (2:34:27)

A. Accept legal analysis regarding Petitioner Nancy Barton: Emergency food pantry
Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to accept the verbal update from Chief Counsel and Chief Finance Officer on the status of the analyses and the item be deferred for sixty (60) days, seconded by Brandon Stevens. Motion carried unanimously.
EXCERPT FROM JANUARY 13, 2016: Motion by Lisa Summers to accept the legislative analysis, seconded by David Jordan. Motion carried unanimously.
EXCERPT FROM DECEMBER 23, 2015: Motion by Jennifer Webster to accept the progress report as information and to defer the legal and financial analyses to the February 24, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
EXCERPT FROM OCTOBER 28, 2015: Motion by David Jordan to accept the verified petition submitted by Nancy Barton: To open an Emergency Food Pantry; to send the verified petition to the Law, Finance, Legislative Reference, and Direct Report Offices for the legal, financial, legislative, and administrative analyses to be completed; to direct the Law, Finance, and Legislative Reference Offices to submit the analyses to the Tribal Secretary's Office within sixty (60) days, and that a progress report be submitted in forty-five (45) days; and to direct the Direct Report Offices to submit the appropriate administrative analyses to the Tribal Secretary's Office within thirty (30) days, seconded by Fawn Billie. Motion carried unanimously.

Motion by David Jordan to accept the legal analysis noting the financial analysis is due at the May 11, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

B. Accept petition submitted by Yvonne Metivier regarding per capita FY '17 through FY '21
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to accept the verified petition from Yvonne Metivier regarding per capita FY '17 through FY '21; to send the verified petition to the Law, Finance, Legislative Reference, and Direct Report Offices for the legal, financial, legislative, and administrative analyses to be completed; to direct the Law, Finance, and Legislative Reference Offices to submit the analyses to the Tribal Secretary's Office within sixty (60) days, and that a progress report be submitted in forty-five (45) days; and to direct the Direct Report Offices to submit the appropriate administrative analyses to the Tribal Secretary's Office within thirty (30) days, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

C. Accept petition submitted by Michael Debraska regarding establishing a Health Care Board
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to accept the verified petition submitted by Michael Debraska regarding establishing a Health Care Board; to send the verified petition to the Law, Finance, Legislative Reference, and Direct Report Offices for the legal, financial, legislative, and administrative analyses to be completed; to direct the Law, Finance, and Legislative Reference Offices to submit the analyses to the Tribal Secretary's Office within sixty (60) days, and that a progress report be submitted in forty-five (45) days; and to direct the Direct Report Offices to submit the appropriate administrative analyses to the Tribal Secretary's Office within thirty (30) days, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

~~**D. Forward the Oneida Higher Education Scholarship (Law) to the General Tribal Council for consideration**~~
~~Sponsor: Brandon Stevens, Councilman~~

Item deleted at the adoption of the agenda.

Councilwoman Jennifer Webster departs at 11:43 a.m.
Councilwoman Jennifer Webster returns at 11:46 a.m.

E. Approve meeting materials for the April 11, 2016, special General Tribal Council meeting
Sponsor: Lisa Summers, Tribal Secretary

Motion by Brandon Stevens to approve the meeting materials for the April 11, 2016, special General Tribal Council meeting, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

X. STANDING ITEMS (00:33:20)

Councilman Tehassi Hill departs at 9:52 a.m.
Councilman Tehassi Hill returns at 9:54 a.m.

A. Accept update regarding Work Plan for CIP # 14-002 Cemetery Improvements
Sponsor: Troy Parr, Assistant Division Director/Development

EXCERPT FROM FEBRUARY 24, 2016: Motion by Brandon Stevens to defer the update regarding Work Plan for CIP # 14-002 Cemetery Improvements to the March 9, 2016, regular Business Committee meeting, seconded by Lisa Summers. Motion carried unanimously.

Motion by Jennifer Webster to accept the status updates regarding Work Plan for CIP # 14-002 Cemetery Improvements, seconded by Brandon Stevens. Motion carried with one abstention:

Ayes:	Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Abstained:	David Jordan
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers
For the record:	Councilman David Jordan abstained due to family conflict.

XI. UNFINISHED BUSINESS (2:53:00)

~~**A. Approve request to reschedule March 23, 2016, regular Business Committee meeting date to March 30, 2016, with Executive Session discussion to be held on March 29, 2016**~~
~~Sponsor: Lisa Summers, Tribal Secretary~~

~~*EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.*~~

This item was combined with item XIII.J. Enter e-poll results into the record for approval of request to reschedule March 23, 2016, regular Business Committee meeting date to March 30, 2016, with Executive Session discussion to be held on March 29, 2016, at the adoption of the agenda.

B. Approve request to reschedule April 26, 2016, Executive Session meeting date to April 25, 2016
Sponsor: Kaylynn Gresham, Director/Emergency Management

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Jennifer Webster to approve the request to reschedule the April 26, 2016, Executive Session meeting date to April 25, 2016, seconded by David Jordan. Motion carried unanimously:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

C. Approve request to post three (3) vacancies on the Oneida Arts Board
Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Jennifer Webster to approve the request to post three (3) vacancies on the Oneida Arts Board, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

XII. TABLED BUSINESS *(No Requested Action)*

XIII. NEW BUSINESS

Treasurer Trish King departs at 10:05 a.m.
Treasurer Trish King returns at 10:07 a.m.

A. Approve activation of $63,000 from approved FY 2016 CIP Budget for CIP # 14-002 Cemetery Improvements (1:08:20)
Sponsor: Troy Parr, Assistant Division Director/Development Division

Motion by Tehassi Hill to approve the activation of $63,000 from the approved FY 2016 CIP Budget for CIP # 14-002 Cemetery Improvements, seconded by Trish King. Motion carried with one abstention:

Ayes: Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Abstained: David Jordan
Not Present: Tina Danforth, Fawn Billie, Lisa Summers
For the record: Councilman David Jordan abstained due to family conflict.

B. Accept presentation regarding Oneida Sacred Burial Grounds per GTC Directive (1:13:18)
Sponsor: Brandon Stevens, Councilman

Motion by Tehassi Hill to accept the presentation regarding the Oneida Sacred Burial Grounds per GTC Directive, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

Amendment to the main motion by Tehassi Hill to request an update at the first regular Business Committee meeting in June regarding potential locations of the cemetery, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

C. Approve activation of $395,000 from approved FY 2016 CIP Budget for CIP # 13-002 One Stop Replacement (2:56:25)
Sponsor: Troy Parr, Assistant Division Director/Development Division

Motion by Trish King to approve the activation of $395,000 from the approved FY 2016 CIP Budget for CIP # 13-002 One Stop Replacement, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D. Approve limited waiver of sovereign immunity – Brown County-Aging & Disability Resource Center – contract # 2016-0031 (2:56:49)
Sponsor: Don White, Division Director/Governmental Services Division

Motion by Trish King to approve the limited waiver of sovereign immunity – Brown County-Aging & Disability Resource Center – contract # 2016-0031, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

Motion by David Jordan to recess at 12:00 p.m. and to reconvene at 1:30 p.m., seconded by Trish King. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

Meeting called to order by Vice-Chairwoman Melinda J. Danforth at 1:34 p.m.

Chairwoman Tina Danforth, Secretary Lisa Summers, and Councilwoman Fawn Billie not present.

Councilman Brandon Stevens departs at 3:43 p.m.
Councilman Brandon Stevens returns at 3:44 p.m.

E. Accept Operation plan from Language Department for language implementation as information (4:56:56)
Sponsor: Don White, Division Director/Governmental Services Division

Motion by Jennifer Webster to accept the Operation plan from the Language Department for language implementation as information, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

F. Approve Chair or Vice-Chair to sign SBA Form 1010 regarding Mission Support Services' Annual Report to the Small Business Administration (5:35:30)
Liaison: Tehassi Hill, Councilman

Motion by Jennifer Webster to approve the Chair or Vice-Chair to sign SBA Form 1010 regarding Mission Support Services' Annual Report to the Small Business Administration, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

G. Approve Chair or Vice-Chair to sign SBA Form 1010 regarding Sustainment & Restoration Services' Annual Report to the Small Business Administration (5:35:53)
Liaison: Tehassi Hill, Councilman

Motion by Jennifer Webster to approve the Chair or Vice-Chair to sign SBA Form 1010 regarding Sustainment & Restoration Services' Annual Report to the Small Business Administration, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

H. Approve Chair or Vice-Chair to sign SBA Form 1010 regarding Oneida Total Integrated Enterprises, LLC's Annual Report to the Small Business Administration (5:36:12)
Liaison: Tehassi Hill, Councilman

Motion by Jennifer Webster to approve the Chair or Vice-Chair to sign SBA Form 1010 regarding Oneida Total Integrated Enterprises, LLC's Annual Report to the Small Business Administration, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

I. Enter e-poll results into the record for message approval regarding the implementation of the Constitutional Amendments for the February 20, 2016 General Tribal Council meeting
Sponsor: Lisa Summers, Tribal Secretary **(5:36:31)**

Motion by David Jordan to retro-approve the entering of the e-poll results into the record for message approval regarding the implementation of the Constitutional Amendments for the February 20, 2016 General Tribal Council meeting, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

J. Enter e-poll results into the record for approval of request to reschedule March 23, 2016, regular Business Committee meeting date to March 30, 2016, with Executive Session discussion to be held on March 29, 2016 (5:36:53)
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to enter the e-poll results into the record for approval of request to reschedule March 23, 2016, regular Business Committee meeting date to March 30, 2016, with Executive Session discussion to be held on March 29, 2016, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers
For the record: Councilman Brandon Stevens stated I just wanted to note that I have two previously scheduled employment meetings on those two days that I didn't enter into the e-poll that I wanted the community and Business Committee to know. I won't be at the afternoon portion of the meeting.

D R A F T

K. Enter e-poll results into the record for memo approval regarding Direct Reports allowing staff to attend Employment Law Information meetings (5:39:42)
Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to enter the e-poll results into the record for the memo approval regarding Direct Reports allowing staff to attend Employment Law Information meetings, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

XIV. TRAVEL (5:40:00)

A. TRAVEL REPORTS *(No Requested Action)*

B. TRAVEL REQUESTS

1. Approve travel request – Councilman Tehassi Hill – 2016 Tribal Environmental Program Management Conference – Chicago, IL – April 6-7, 2016

Motion by David Jordan to approve the travel request – Councilman Tehassi Hill – 2016 Tribal Environmental Program Management Conference – Chicago, IL – April 6-7, 2016, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

XV. REPORTS (3:02:30) *(This section of the agenda is scheduled to begin at 1:30 p.m.)*

A. OPERATIONAL REPORTS

1. Accept Emergency Management FY '16 1st quarter report *(1:30 p.m. – 1:40 p.m.)*
Sponsor: Kaylynn Gresham, Director/Emergency Management Department

Motion by David Jordan to accept the Emergency Management FY '16 1st quarter report, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

2. Accept Self-Governance FY '16 1st quarter report *(1:40 p.m. – 1:50 p.m.)*
Sponsor: Chris Johns, Coordinator/Self-Governance Department

Motion by Trish King to accept the Self-Governance FY '16 1st quarter report, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

3. **Accept Ombudsman FY '16 1st quarter report** ***(1:50 p.m. – 2:00 p.m.)***
   Sponsor: Dianne McLester-Heim, Ombudsman

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the Ombudsman FY '16 1st quarter report to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Trish King to accept the Ombudsman FY '16 1st quarter report, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

B. CORPORATE REPORTS

1. **Defer Bay Bancorporation Inc. FY '16 1st quarter report to the March 30, 2016, regular Business Committee meeting**
   President: Jeff Bowman
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to defer the Bay Bancorporation Inc. FY '16 1st quarter report to the March 30, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

2. **Accept Oneida Seven Generations Corporation FY '16 1st quarter report**
   Agent: Pete King III ***(2:00 p.m. – 2:20 p.m.)***
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by David Jordan to accept the Oneida Seven Generations Corporation FY '16 1st quarter report, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

3. **Accept Oneida Golf Enterprise FY '16 1st quarter report**
   Agent: Janice Skenandore Hirth ***(2:20 p.m. – 2:40 p.m.)***
   Liaison: Trish King, Tribal Treasurer

Motion by David Jordan to accept the Oneida Airport Hotel Corporation FY '16 1st quarter report, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

4. **Accept Oneida Airport Hotel Corporation FY '16 1st quarter report**
   President: Janice Skenandore Hirth ***(2:40 p.m. – 3:00 p.m.)***
   Liaison: Trish King, Tribal Treasurer

Motion by Trish King to accept the Oneida Airport Hotel Corporation FY '16 1st quarter report, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

Councilman Brandon Stevens departs at 3:06 p.m.

5. Accept Oneida Total Integrated Enterprise FY '16 1st quarter report
Chair: Butch Rentmeester ***(3:00 p.m. – 3:20 p.m.)***
Liaison: Tehassi Hill, Councilman

Motion by Trish King to accept the Oneida Total Integrated Enterprise FY '16 1st quarter report, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens, Lisa Summers

Councilman Brandon Stevens returns at 3:09 p.m.

6. Accept Oneida Engineering Science & Construction, LLC FY '16 1st quarter report
Chair: Jacquelyn Zalim ***(3:20 p.m. –3:40 p.m.)***
Liaison: Tehassi Hill, Councilman

Motion by Trish King to accept the Oneida Engineering Science & Construction, LLC FY '16 1st quarter report, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

C. BOARDS, COMMITTEES, AND COMMISSIONS

Councilman Tehassi Hill departs at 3:12 p.m.
Councilman Tehassi Hill returns at 3:15 p.m.
Councilman David Jordan departs at 3:17 p.m.

1. Accept Land Claims Commission FY '16 1st quarter report
Vice-Chair: Loretta Metoxen ***(3:40 p.m. – 3:50 p.m.)***
Liaison: Brandon Stevens, Councilman

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the Land Claims Commission FY '16 1st quarter report to the March 9, 2016, regular Business Committee meeting and to request the Liaison to contact them and ask for a representative to be present, seconded by Brandon Stevens. Motion carried unanimously.

Motion by Jennifer Webster to accept the Land Claims Commission FY '16 1st quarter report, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, David Jordan, Lisa Summers

Councilman David Jordan returns at 3:22 p.m.

D R A F T

2. **Accept Oneida Library Board FY '16 1st quarter report**
   Vice-Chair: Roxanne Anderson *(3:50 p.m. – 4:00 p.m.)*
   Liaison: Fawn Billie, Councilwoman

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Fawn Billie to defer the Oneida Library Board FY '16 1st quarter report, seconded by Trish King. Motion carried unanimously. Motion by Fawn Billie to halt the Oneida Library Board stipends until the FY '16 1st quarter report is received, seconded by Lisa Summers. Motion carried unanimously.

Motion by Jennifer Webster to accept the Oneida Library Board FY '16 1st quarter report, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

XVI. EXECUTIVE SESSION (5:40:38)

A. REPORTS

1. **Accept Intergovernmental Affairs & Communications report –** Nathan King, Director/ Intergovernmental Affairs & Communications

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Trish King to accept the Intergovernmental Affairs & Communications report, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

2. **Accept Chief Counsel report –** Jo Anne House, Chief Counsel

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Trish King to accept the Chief Counsel report, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

Motion by Trish King to approve request to not support the amicus for cert petition and await the decision to determine whether to participate in a full brief if the cert is accepted regarding Shinnecock appeal to the U.S. Supreme Court, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

Motion by Jennifer Webster to approve the requested budget modifications regarding moving litigation funds to the personnel line and to authorize an increased work force level of one attorney, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

3. **Accept Chief Financial Officer report –** Larry Barton, Chief Financial Officer

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Tehassi Hill to accept the Chief Financial Officer report, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

4. **Defer Bay Bancorporation Inc. FY '16 1st quarter report to the March 30, 2016, regular Business Committee meeting**
   President: Jeff Bowman
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by David Jordan to defer the Bay Bancorporation Inc. FY '16 1st quarter report to the March 30, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

5. **Accept Oneida Seven Generations Corporation FY '16 1st quarter report**
   Agent: Pete King III ***(9:00 a.m. – 10:00 a.m.)***
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by Trish King to accept the Oneida Seven Generations Corporation FY '16 1st quarter report, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

Motion by Tehassi Hill to direct the Business Committee Liaison to work with the Oneida Seven Generations Corporation, Finance Department, Intergovernmental Affairs and Communication Department, and the Law Office to begin scheduling work meetings to dialogue around the transition of Oneida Seven Generations Corporation, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

6. **Accept Oneida Golf Enterprise FY '16 1st quarter report**
   Agent: Janice Skenandore Hirth *(10:00 a.m. – 10:30 a.m.)*
   Liaison: Trish King, Tribal Treasurer

Motion by David Jordan to accept the Oneida Golf Enterprise FY '16 1st quarter report, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

7. **Accept Oneida Airport Hotel Corporation FY '16 1st quarter report**
   President: Janice Skenandore Hirth *(10:30 a.m. – 11:00 a.m.)*
   Liaison: Trish King, Tribal Treasurer

Motion by Trish King to accept the Oneida Airport Hotel Corporation FY '16 1st quarter report, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

8. **Accept Oneida Total Integrated Enterprise FY '16 1st quarter report**
   Chair: Butch Rentmeester *(11:00 a.m. – 11:30 a.m.)*
   Liaison: Tehassi Hill, Councilman

Motion by Tehassi Hill to accept the Oneida Total Integrated Enterprise FY '16 1st quarter report, seconded by Trish King. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

9. **Accept Oneida Engineering Science & Construction, LLC FY '16 1st quarter report**
   Chair: Jacquelyn Zalim *(11:30 a.m. – 12:00 p.m.)*
   Liaison: Tehassi Hill, Councilman

Motion by Tehassi Hill to accept the Oneida Engineering Science & Construction, LLC FY '16 1st quarter report, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

B. STANDING ITEMS

1. **Land Claims Strategy** *(No Requested Action)*

2. **Oneida Golf Enterprise – Ladies Professional Golf Association**
   Liaison: Trish King, Tribal Treasurer

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Trish King to accept the report regarding Oneida Golf Enterprise – Ladies Professional Golf Association, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

C. AUDIT COMMITTEE

Sponsor: Councilman Tehassi Hill, Chair

1. Accept January 14, 2016, Audit Committee meeting minutes

Motion by Trish King to accept the January 14, 2016, Audit Committee meeting minutes, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D. UNFINISHED BUSINESS

1. Accept update regarding Native Diversification Network–Procurement Technical Assistance Center donation request and delete from agenda

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
EXCERPT FROM DECEMBER 23, 2015: Motion by Jennifer Webster to defer this item to the February 24, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.
*EXCERPT FROM NOVEMBER 25, 2015: **(1)** Motion by Lisa Summers to accept the request for support and to defer item to the Finance Committee to review the request; to identify funding source; and to bring back a final recommendation for the December 23, 2015, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Lisa Summers to defer this item to a four (4) member Business Committee team to work with the presenters on other opportunities NDN-PTAC may be able to provide for the Tribe, seconded by Jennifer Webster. Motion carried unanimously.*

Motion by Trish King to accept the update regarding the Native Diversification Network–Procurement Technical Assistance Center donation request and delete from agenda, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

2. **Defer update regarding complaint # 2015-DR11-01**
   Sponsor: Tina Danforth, Tribal Chairwoman

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
   EXCERPT FROM DECEMBER 9, 2015: Motion by Lisa Summers to accept complaint # 2015-DR11-01 and to defer item to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Jennifer Webster. Motion carried unanimously.
   EXCERPT FROM DECEMBER 9, 2015: Motion by Lisa Summers to accept complaint # 2015-DR11-01 and to defer item to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Jennifer Webster. Motion carried unanimously.

Motion by David Jordan to defer the update regarding complaint # 2015-DR11-01 to the March 30, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

3. **Defer update regarding complaint # 2015-DR11-02**
   Sponsor: Tina Danforth, Tribal Chairwoman

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
   EXCERPT FROM DECEMBER 9, 2015: Motion by Lisa Summers to accept complaint # 2015-DR11-02 and to defer item to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Fawn Billie. Motion carried unanimously.

Motion by David Jordan to defer the update regarding complaint # 2015-DR11-02 to the March 30, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

4. **Review update regarding complaint # 2015-DR14-01**
   Sponsor: Tina Danforth, Tribal Chairwoman

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.
   EXCERPT FROM DECEMBER 9, 2015: Motion by David Jordan to defer complaint # 2015-DR14-01 to Chairwoman Tina Danforth, Councilman David Jordan, and Councilman Brandon Stevens for follow-up, seconded by Lisa Summers. Motion carried unanimously.

Motion by David Jordan to defer the update regarding complaint # 2015-DR14-01 to the March 30, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

5. ~~**Approve next steps and timeline for filling Assistant Development Division Director position**~~
~~Sponsor: Lisa Summers, Tribal Secretary~~

~~*EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.*~~

Item was combined with item XVI.E.07. Enter e-poll results into the record regarding approval of two (2) actions for the special project regarding economic development, at the adoption of the agenda.

Motion by Tehassi Hill to delete this item from the agenda, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

6. **Authorize release of executive session documents to the Land Claims Commission**
Sponsor: Jennifer Webster, Councilwoman

EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Jennifer Webster to defer this item to a joint meeting between the Business Committee and Land Claims Commission and to direct the Tribal Secretary to follow up on a meeting date with the Land Claims Commission, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

7. ~~**Approve two (2) actions for the special project regarding economic development**~~
~~Sponsor: Lisa Summers, Tribal Secretary~~

~~*EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.*~~

Item was combined with item XVI.E.09. Enter e-poll results into the record regarding approval of two (2) actions for the special project regarding economic development, at the adoption of the agenda.

Motion by David Jordan to delete this item from the agenda, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

8. **Approve three (3) actions regarding Sovereign Finance – Economic Development Training Proposal**
   Sponsor: Trish King, Tribal Treasurer

   EXCERPT FROM FEBRUARY 24, 2016: Motion by Lisa Summers to defer the remainder of the agenda to the March 9, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Trish King to approve the proposal with Sovereign Finance not to exceed $13,000; that the funding would come under the Special Project budget of the Business Committee Subcontracted Services expense line; and that the Chief Financial Officer be responsible for overseeing the contract, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

E. NEW BUSINESS

1. **Approve forty-two (42) new enrollments and two (2) relinquishments**
   Sponsor: Brandon Stevens, Councilman

Motion by David Jordan to approve the forty-two (42) new enrollments and two (2) relinquishments, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

2. **Adopt resolution titled Regarding Pardon of Judith Saldana**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to adopt resolution 03-09-16-B Regarding Pardon of Judith Saldana, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

3. **Adopt resolution titled Regarding Pardon of Tammy VanDenBloomer**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to adopt resolution 03-09-16-C Regarding Pardon of Tammy VanDenBloomer, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

4. **Approve attorney contract # 2016-0108**
   Liaison: Lisa Summers, Tribal Secretary

Motion by David Jordan to approve attorney contract # 2016-0108, motion fails for lack of support.

Motion by Jennifer Webster to table this item, motion fails for lack of support.

Motion by Jennifer Webster to table this item, seconded by Trish King. Motion carried with one opposed and one abstention:

Ayes:	Tehassi Hill, Trish King, Jennifer Webster
Opposed:	David Jordan
Abstained:	Brandon Stevens
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

5. **Review Oneida Investment Report**
   Sponsor: Larry Barton, Chief Financial Officer

Motion by David Jordan to accept the Oneida Investment Report, seconded by Brandon Stevens. Motion carried unanimously:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

6. **Accept updated legal opinion regarding F. Cornelius petition and move to open session**
   Sponsor: JoAnne House, Chief Counsel

Motion by Jennifer Webster to accept the updated legal opinion regarding F. Cornelius petition and move to open session, seconded by Brandon Stevens. Motion carried unanimously:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

Motion by David Jordan to accept the legal opinion and to direct the Tribal Secretary to begin scheduling a General Tribal Council meeting, seconded by Jennifer Webster. Motion carried unanimously:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

7. **Enter e-poll results into the record regarding approval of next steps and timeline for filling Assistant Development Division Director position**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to enter the e-poll results into the record regarding approval of next steps and timeline for filling the Assistant Development Division Director position, seconded by Brandon Stevens. Motion carried unanimously:

Ayes:	Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

D R A F T

8. **Discussion regarding concern 2016-DR13-01** ***(scheduled for 1:30 p.m.)***
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to accept the discussion regarding concern # 2016-DR13-1 as FYI, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

9. **Enter e-poll results into the record regarding approval of two (2) actions for the special project regarding economic development**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to enter the e-poll results into the record regarding approval of two (2) actions for the special project regarding economic development, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

10. **Accept community complaint # 2016-CC-01 as information and forward to the appropriate area for follow up**
    Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to accept the community complaint # 2016-CC-01 as information and forward to the appropriate area for follow up, seconded by David Jordan. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

11. **Approve limited waiver of sovereign immunity – Logicalis-IBM-Software Maintenance – contract # 2016-0202**
    Sponsor: Joanie Buckley, Division Director/Internal Services Division

Motion by David Jordan to approve the limited waiver of sovereign immunity – Logicalis-IBM-Software Maintenance – contract # 2016-0202, seconded by Trish King. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

XVII. ADJOURN

Motion by David Jordan to adjourn at 4:34 p.m., seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Lisa Summers

Minutes prepared by Heather Heuer, Information Management Specialist
Minutes approved as presented/corrected on _____.

_____
Lisa Summers, Secretary
ONEIDA BUSINESS COMMITTEE

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Other - type reason

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Need signature on the attached Resolution for Older Americans Month - May, 2016

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☐ Other:

1. Resolution for Older Americans Month
3.
2.
4.

☒ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Don White, Division Director/GSD Sit for Don White

Primary Requestor/Submitter: Florence Petri, Director Elder Services FP 3/15/16
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Debra Powless, Social Services Area MAnag Debra Powless Debra Powless 2016.03.17 14:38:59 -05'00'
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:
Describe the purpose, background/history, and action requested:

May is Older Americans Month - The 2016 Older Americans Month theme is Blaze a Trail.

History of Older Americans Month
When Older Americans Month was established in 1963, only 17 million living Americans had reached their 65th birthday. About a third of older Americans lived in poverty and there were few programs to meet their needs. Interest in older Americans and their concerns was growing. A meeting in April 1963 between President John F. Kennedy and members of the National Council of Senior Citizens led to designating May as "Senior Citizens Month," the prelude to "Older Americans Month."

Historically, Older Americans Month has been a time to acknowledge the contributions of past and current older persons to our country, in particular those who defended our country. Every President since Kennedy has issued a formal proclamation during or before the month of May asking that the entire nation pay tribute in some way to older persons in their communities. Older Americans Month is celebrated across the country through ceremonies, events, fairs, and other such activities.

Link for Older Americans Mon th information: http://www.acl.gov/NewsRoom/Observances/oam/2016/Resources.aspx

Older Americans Month 2016: "Blaze a Trail"
Older adults are a growing and increasingly vital part of our country. The contributions they make to our communities are varied, deeply rooted, and include influential roles in the nation's economy, politics, and the arts. From 69-year-old NASA Administrator Charles Bolden, Jr. to 84-year-old actress Rita Moreno to 83-year-old Ruth Bader Ginsberg, who took her seat as a Supreme Court Justice at age 60, older adults are blazing trails in all aspects of American life.

In 1963, we began to acknowledge the contributions of older people by using the month of May to celebrate Older Americans Month (OAM). Led by the Administration for Community Living, the annual observance offers the opportunity to learn about, support, and celebrate our nation's older citizens. This year's theme, "Blaze a Trail," emphasizes the ways older adults are reinventing themselves through new work and new passions, engaging their communities, and blazing a trail of positive impact on the lives of people of all ages.

While the Oneida Nation provides a variety of services to older adults year-round, we will use OAM 2016 to focus on how older adults in our community are leading and inspiring others, how we can support and learn from them, and how we might follow their examples to blaze trails of our own.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

BC Resolution # __-__-__-_
Older Americans Month 2016

WHEREAS, the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and

WHEREAS, the Oneida General Tribal Council is the governing body of the Oneida Nation; and

WHEREAS, the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and

WHEREAS, the Oneida Nation includes a community of older Americans who deserve recognition for their contributions to our nation; and

WHEREAS, the Oneida Nation recognizes that older adults are trailblazers—advocating for themselves, their peers, and their communities—paving the way for future generations; and

WHEREAS, the Oneida Nation is committed to raising awareness about issues facing older Americans and helping all individuals to thrive in communities of their choice for as long as possible; and

WHEREAS, we appreciate the value of inclusion and support in helping older adults successfully contribute to and benefit from their communities; and

WHEREAS, our community can provide opportunities to enrich the lives of individuals of all ages by:

- Promoting and engaging in activity, wellness, and social involvement.
- Emphasizing home- and community-based services that support independent living.
- Ensuring community members can benefit from the contributions and experience of older adults.

NOW THEREFORE BE IT RESOLVED, we of the Oneida Nation do hereby proclaim May 2016 to be Older Americans Month. We urge every resident to take time this month to acknowledge older adults and the people who serve them as powerful and vital individuals who greatly contribute to our community.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approve resolution to:
1) Allow a designated staff or other Tribal representative to hold office on the Midwest Tribal Energy Resources Association (MTERA) board,
2) Appoint Michael Troge to represent Oneida Tribe,
3) Support the Association application for a Department of Energy grant.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☐ Other:

1. MTERA Executive Overview
2.
3.
4.

☒ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☒ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Tehassi Hill, Council Member

Primary Requestor/Submitter: Michael Troge, Project Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

In 2014, staff from several Wisconsin and Minnesota Tribes recognized a need for a Midwest regional organization to provide information, services, and representation to the Tribes for various technical energy needs.

The Midwest Tribal Energy Resources Association (MTERA) has been meeting monthly to discuss projects, share information, and consider funding ideas for future work.

The recent Department of Energy grant, "Establishment of an Inter-Tribal Technical Assistance Energy Providers Network", offers a funding opportunity for MTERA to provide greater assistance to Midwest Tribes.

Department of Energy does require MTERA to "provide written evidence of their authority to submit an application to this funding opportunity announcement", which includes resolutions from two or more Tribes.

The request is for Business Committee to approve resolution to:
1) Allow a designated staff or other Tribal representative to hold office on the Midwest Tribal Energy Resources Association (MTERA) board,
2) Appoint Michael Troge to represent Oneida Tribe,
3) Support the Association application for a Department of Energy grant.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

BC Resolution # __-__-__-_
Oneida Representation on Midwest Tribal Energy Resources Association Board and Support of Association's Department of Energy Grant Application

WHEREAS, the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and

WHEREAS, the Oneida General Tribal Council is the governing body of the Oneida Nation; and

WHEREAS, the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and

WHEREAS, the Oneida Business Committee has supported past energy initiatives that support energy sovereignty and clean energy development; and

WHEREAS, the Oneida Nation has been an Energy Star Partner since 2008; and

WHEREAS, the Oneida Business Committee passed resolution 06-25-14-A, recognizing the Midwest Tribal Energy Resources Association (MTERA) as an inter-Tribal organization; and

WHEREAS, MTERA's mission is "To bring energy opportunities to Midwest Tribes that advance energy policy and development by leveraging resources, sharing information, gaining experience, identifying opportunities, and benefiting from real world projects."; and

WHEREAS, MTERA has approved its by-laws to further establish itself with its member Tribes; and

WHEREAS, the Department of Energy funding opportunity DE-FOA-0001453, Establishment of an Inter-Tribal Technical Assistance Energy Providers Network, will allow MTERA to pursue its mission; and

NOW THEREFORE BE IT RESOLVED, the Oneida Business Committee approves that an Oneida staff person or other Tribal representative will be duly assigned to participate with the MTERA organization.

BE IT FURTHER RESOLVED, that the representative is allowed to hold office on the MTERA board.

BE IT FURTHER RESOLVED, the Oneida Business Committee approves the pursuit of the Department of Energy grant for up to $1 million during a grant period of up to 5 (five) years to further its organizational endeavors.

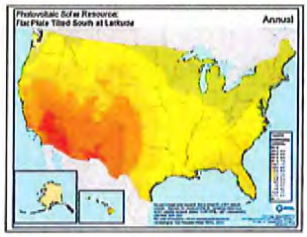
BE IT FINALLY RESOLVED, the Oneida Nation commits up to 260 hours per year of in-kind support during the grant period.

MTERA

MIDWEST TRIBAL ENERGY RESOURCES ASSOCIATION

Initiated April, 2014

Updated: March, 2016



Organization

Outreach

Advocacy

Policy

WORKING VISION

"MTERA enhances the collaborative spirit between Midwest Tribes where the advancement of energy policy and development has created a clean, secure, sustainable energy future for Tribes and our neighbors."

WORKING MISSION

"To bring energy opportunity to Midwest Tribes that advances energy policy and development by leveraging resources, sharing information, gaining experience, identifying opportunities, and benefiting from real world projects."

OBJECTIVES (evolving)

⇒ Develop a clearinghouse to provide useful information, education, and outreach for Tribal communities and their neighbors

⇒ Be a liaison assisting federal and state agencies in the creation of comprehensive energy policy that assures Tribal and regional energy success

⇒ Support energy planning, provide research for financing opportunities, and investigate procurement strategies

⇒ Support training or apprenticeship initiatives

PARTNERS & ALLIES

* Tribes
* Non-Tribal communities
* Department of Energy
    * Tribal Energy Program
    * Office of Indian Energy
* State energy offices
* Educational Institutions
* Non-profit organizations
* Regional energy consortiums
* State utility commissions
* Investor-owned utilities
* Municipal and regional cooperatives

CONTACTS

Sara Drescher
Forest County Potawatomi Community
414-847-7750, sara.drescher@fvpotawatomi-nsn.gov

Charlie Opferman
Greenfire Management Services, LLC
414-290-9413, copferman@greenfirellc.net

Michael Troge
Oneida Tribe of Indians of Wisconsin
920-869-4572, mtroge@oneidanation.org

Bryan Van Stippen
Ho-chunk Nation
920-277-8442, Bryan.vanstippen@ho-chunk.com

Bruno Zagar
Fond du Lac Tribe
218-878-7165, brunozagar@fdlrez.com

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Adopt resolution titled Revising the standard oath for elected and appointed positions

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: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Lisa Liggins, Executive Assistant II

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Nation
Legislative Reference Office

Krystal L. John, Staff Attorney
Douglass A. McIntyre, Staff Attorney
Taniquelle J. Thurner, Legislative Analyst
Maureen Perkins, Legislative Analyst, LTE

P.O. Box 365
Oneida, WI 54155
(920) 869-4375
(800) 236-2214
https://oneida-nsn.gov/Laws

Statement of Effect

Resolution: Revising the standard oath for appointed and elected positions

Summary

This resolution revises the standard oath for elected and appointed positions to the Nation's boards, committees and commissions that is currently contained in the Comprehensive Policy Governing Boards, Committees and Commissions. These revisions are based on the Constitutional amendments that changed the Nation's name from the Oneida Tribe of Indians of Wisconsin to the Oneida Nation.

Submitted by Krystal L. John, Staff Attorney, Legislative Reference Office

Analysis by the Legislative Reference Office

The current standard oath of office for members appointed and elected to the Nation's boards, committees and commissions is contained in the Comprehensive Policy Governing Boards, Committees and Commissions. The current oath is contained in article 6.3.c. and 7.3.c. and reads as follows:

*I, (name), do hereby promise to uphold the laws and regulations of the **Oneida Tribe of Indians of Wisconsin**, the General Tribal Council, and the **Tribal Constitution**. I will perform my duties to the best of my ability and on behalf of the Oneida people with honor, respect, dignity, and sincerity and with the strictest confidentiality.*

*I will carry out the duties and responsibilities as a member of the "entity name", and all recommendations shall be made in the best interest of the **Oneida Tribe** as a whole.*

As highlighted in the bold text of the current oaths of office above, the current oaths reference the Oneida Nation as the Oneida Tribe of Indians of Wisconsin and the Oneida Tribe. This reference does not align with the amendments to the Nation's Constitution approved by the Nation's enrolled members in the BIA's May 2, 2015 Secretarial Election. Among other amendments to the Constitution, the Secretarial Election changed the name from the Oneida Tribe of Indians of Wisconsin to the Oneida Nation.

The Oneida Business Committee has delayed implementation of the Constitutional amendments because of a tribal member's challenge regarding the BIA's Secretarial Election. The Oneida Business Committee is now aggressively implementing the Constitutional amendments approved by the Nation's enrolled members because of the Interior Board of Indian Appeals' decision

issued on February 11, 2016 which dismissed the said challenge and affirmed the results of the May 2, 2015 Secretarial Election.

Articles 6.3.d. and 7.3.d. authorize the oath to be revised so long as the revised oath is approved by the Oneida Business Committee before it is used; articles 6.3.d. and 7.3.d. read as follows:

Revisions of oaths shall be approved by the Oneida Business Committee prior to usage.

This resolution revises the oath as follows:

I, [name], do hereby promise to uphold the laws and regulations of the Oneida Nation, the General Tribal Council, and the Nation's Constitution. I will perform my duties to the best of my ability and on behalf of the Oneida people with honor, respect, dignity, and sincerity and with the strictest confidentiality.

I will carry out the duties and responsibilities as a member of the [entity name], and all recommendations shall be made in the best interest of the Oneida Nation as a whole.

This resolution satisfies the requirement that the revised oath be approved by the Oneida Business Committee prior to usage.

Conclusion

There are no legislative bars to adopting Resolution: Revising the standard oath for appointed and elected positions.

BC Resolution # __-__-__-_
Revising the Standard Oath for Elected and Appointed Positions

WHEREAS, the Oneida Tribe of Indians of Wisconsin is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and

WHEREAS, the Oneida General Tribal Council is the governing body of the Oneida Tribe of Indians of Wisconsin; and

WHEREAS, the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and

WHEREAS, the Bureau of Indian Affairs' (BIA) Secretarial Election held on May 2, 2015 approved changes to the Oneida Nation's Constitution, including the name change from the Oneida Tribe of Indians of Wisconsin to the Oneida Nation; and

WHEREAS, the results of the BIA's Secretarial Election were challenged by a tribal member; and

WHEREAS, upon receipt of the Interior Board of Indian Appeals' decision issued on February 11, 2016 dismissing the challenge to the BIA's Secretarial Election, the Oneida Business Committee made the implementation of the Constitutional amendments approved by enrolled Oneida members a top priority; and

WHEREAS, the Comprehensive Policy Governing Boards, Committees and Commissions (the "Policy") contains the oath of office required to be administered to members appointed or elected to the Oneida Nation's boards, committees and commissions in articles 6.3. and 7.3.; and

WHEREAS, the current oaths of office contain reference to the Oneida Nation as the Oneida Tribe of Indians of Wisconsin and the Oneida Tribe; and

WHEREAS, the Policy, in articles 6.3.d. and 7.3.d., authorizes the standard oaths of office to be revised, provided that Oneida Business Committee approval is required prior to usage of the revised oaths; and

NOW THEREFORE BE IT RESOLVED, the Oneida Business Committee hereby adopts the following standard oath for elected and appointed positions to the Oneida Nation's boards, committees and commissions:

"I, [name], do hereby promise to uphold the laws and regulations of the Oneida Nation, the General Tribal Council, and the Tribal Constitution. I will perform my duties to the best of my ability and on behalf of the Oneida people with honor, respect, dignity, and sincerity and with the strictest confidentiality.

I will carry out the duties and responsibilities as a member of the [entity name], and all recommendations shall be made in the best interest of the Oneida Nation as a whole."

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: Standing Committees

☐ Accept as Information only

☐ Action - please describe:

Accept the March 2, 2016 LOC Meeting Minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Minutes
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Council Member

Primary Requestor: Submitted by: Doug McIntyre, Staff Attorney/Legislative Reference Office

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The purpose of this request is to ask the OBC to accept the attached March 2, 2016 LOC meeting minutes. In accordance with the LOC Bylaws, all minutes shall be submitted to the Tribal Secretary's Office within 30 calendar days after approval by the LOC [See LOC Bylaws, 4-2(a)].

Action Requested:
Accept the LOC meeting minutes of March 2, 2016.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Tribe of Indians of Wisconsin

Legislative Reference Office
P.O. Box 365
Oneida, WI 54155
(920) 869-4376
(800) 236-2214
http://oneida-nsn.gov/LOC

Committee Members
Brandon Stevens, Chairperson
Tehassi Hill, Vice Chairperson
Fawn Billie, Councilmember
David P. Jordan, Councilmember
Jennifer Webster, Councilmember

LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES

Business Committee Conference Room-2nd Floor Norbert Hill Center
March 2, 2016 9:00 a.m.

Present: Brandon Stevens, Tehassi Hill and Jennifer Webster.
Excused: David P. Jordan and Fawn Billie.
Others Present: Taniquelle Thurner, Krystal John, Douglass McIntyre, Maureen Perkins, Michelle Mays, Rae Skenandore, Leyne Orosco, Nancy Barton, Cathy L. Metoxen, Mike Debraska, Bonnie Pigman, Danelle Wilson, Rhiannon Metoxen, and Jo Anne House.

I. Call to Order and Approval of the Agenda

Brandon Stevens called the March 2, 2016 Legislative Operating Committee meeting to order at 9:00 a.m.

Motion by Tehassi Hill to approve the agenda; seconded by Jennifer Webster. Motion carried unanimously.

II. Minutes to be approved

1. **February 17, 2016 LOC Meeting Minutes**
   Motion by Tehassi Hill to approve the February 17, 2016 LOC meeting minutes; seconded by Jennifer Webster. Motion carried unanimously.

III. Current Business

1. **Administrative Hearing Court** *(02:54-33:11)*
   Motion by Jennifer Webster to defer discussion of the Administrative Hearing Court to a work meeting; seconded by Tehassi Hill. Motion carried unanimously.

2. **Workplace Violence Policy** *(33:45-48:17)*
   Motion by Jennifer Webster to accept the draft of the Workplace Violence Policy and forward to the Legislative Reference Office for a legislative analysis; seconded by Tehassi Hill. Motion carried unanimously.

3. **Trust/Enrollment Committee By-Laws** *(48:24-01:07:51)*
   Motion by Jennifer Webster to accept the memorandum regarding the status of the Trust/Enrollment Committee By-Laws as FYI and defer item back to sponsor for further development; seconded by Tehassi Hill. Motion carried unanimously.

4. **Comprehensive Policy Governing Boards, Committees and Commissions Amendments** *(01:07:55-01:11:04)*
   Motion by Jennifer Webster to accept the updated draft of the Comprehensive Policy Governing Boards, Committees and Commissions Amendments and to forward the draft to the Legislative Reference Office for an updated legislative analysis; seconded by Tehassi Hill. Motion carried unanimously.

   For the record: The changes to the Comprehensive Policy Governing Boards, Committees and Commissions Amendments are technical rather than substantive and do not require a second public meeting.

5. **Employment Law** *(01:11:37-01:32:56)*
   Motion by Jennifer Webster to accept the legislative analysis for the Employment Law, approve the public meeting packet and set a public meeting date for March 31, 2016; seconded by Tehassi Hill. Motion carried unanimously.

6. **Eviction Law** *(01:33:11-01:33:49)*
   Motion by Jennifer Webster to accept the Eviction Law status update memorandum and defer to the sponsor to bring this item back when ready; seconded by Tehassi Hill. Motion carried unanimously.

7. **Garnishment Law Amendments** *(01:33:52-01:45:13)*
   Motion by Tehassi Hill to accept the Garnishment Law Amendments public meeting comments; seconded by Jennifer Webster. Motion carried unanimously.

   Motion by Jennifer Webster to defer the Garnishment Law Amendments public meeting comments to the sponsor to schedule a work meeting; seconded by Tehassi Hill. Motion carried unanimously.

8. **Per Capita Law Amendments** *(01:45:20-02:00:28)*
   Motion by Jennifer Webster to accept the Per Capita Law Amendments status update memorandum and defer to the sponsor to bring back an updated draft with an updated legislative analysis; seconded by Tehassi Hill. Motion carried unanimously.

IV. New Submissions

V. Additions

VI. Administrative Updates *(02:00:30-02:15:18)*

1. **Quarterly Report**
   Motion by Tehassi Hill to accept the quarterly report and forward to the Oneida Business Committee; seconded by Jennifer Webster. Motion carried unanimously.

2. **Memorandum regarding Legislative Procedures Act**
   Motion by Jennifer Webster to defer this issue to a staff meeting with the Legislative Reference Office; seconded by Tehassi Hill. Motion carried unanimously.

VII. Executive Session

VIII. Recess/Adjourn

Motion by Tehassi Hill to adjourn the March 2, 2016 Legislative Operating Committee meeting at 11:16 a.m.; seconded by Jennifer Webster. Motion carried unanimously.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Standing Committees

☐ Accept as Information only

☒ Action - please describe:

BC approval of Finance Committee Meeting Minutes of March 14, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. FC Mtg Minutes of 3/14/16
2. FC E-Poll approving 3/14/16 Minutes
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Trish King, Tribal Treasurer

Primary Requestor: Denise Vigue, Executive Assistant /Finance Administration
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Oneida Business Committee approval is required to approve all Finance Committee meeting actions as the FC is a standing committee of the OBC.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Tribe of Indians of Wisconsin

Post Office Box 365

Phone: (920) 869-2214 Oneida, Wi 54155

Oneidas bringing several hundred bags of corn to Washington' s starving army at Valley Forge, after the colonists had consistently refused to aid them.

UGWA DEMOLUM YATEHE Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possble.

MEMORANDUM

TO: Finance Committee

CC: Business Committee

FR: Denise Vigue, Executive Assistant

DT: March 22, 2016

RE: **E-Poll Results of: FC Meeting Minutes of March 14, 2016**

An E-Poll vote of the Finance Committee was conducted to approve the March 14, 2016 Finance Committee meeting minutes. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority 5 YES votes from David Jordan, Jennifer Webster, Larry Barton, Patrick Stensloff, and Wesley Martin, Jr. to approve the Mar. 14, 2016 Finance Committee Meeting Minutes.

The minutes will be placed on the next BC agenda of March 30, 2016 for approval and the next Finance Committee agenda of April 4, 2016 to ratify this E-Poll action.

YawΛko

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* Per the Finance Committee By-Laws Article III-Meetings, 3-4 Quorum. Four (4) members of the Finance Committee shall constitute a quorum & 3-6 Voting. (d) The Finance Committee shall act by a majority of vote of the quorum present at any meeting.

ONEIDA FINANCE COMMITTEE

March 14, 2016 – 10:00 A.M.

Business Committee Executive Conference Room

REGULAR MEETING MINUTES

Members Present:

Patricia King, Treasurer/FC Chair
Larry Barton, CFO/FC Vice-Chair
David Jordan, BC Council Member
Jennifer Webster, BC Council Member
Patrick Stensloff, Purchasing Director
Wesley Martin, Jr., Community Elder Member

Members Excused: Chad Fuss, AGM/GGM Alternate

Others Present: Carl Gamand, Ken House, Andrew John, Cletus Ninham, Nate Villarreal, Karen Doyen, Janice Jourdan, Rob Collins, Tami Walls, RaLinda Ninham-Lamberies, Rae Skenandore, and Brian A. Doxtator, note taker

I. **Call to Order:** The meeting was called to order by the FC Chair at 10:00 A.M.

II. **Approval of Agenda:** March 14, 2016

Motion by Wesley Martin, Jr. to approve the Finance Committee agenda for March 14, 2016, with a modification to the agenda where item VII.1 be moved to the top of the agenda. Seconded by Councilman David Jordan. Motion carried unanimously.

III. **Approval of Minutes:** FEBRUARY 15, 2016 (approved via FC E-Poll on 2/16/16)

Motion by Councilwoman Jennifer Webster to ratify the FC E-Poll action of February 16, 2016, approving the Finance Committee meeting minutes of February 15, 2016. Seconded by Patrick Stensloff. Councilman David Jordan abstained. Motion carried.

IV. **Donation Request:**

1. Oneida Robert Cornelius VFW–Honor Event — Amount: $2,500.00
   Requestor: Chris J. Cornelius, VFW Historian

Verbal presentation by Cletus Ninham. Honoring WWII Veterans on May 21, 2016, starting at 11:00 a.m. Preparations are being made to honor Korean Veterans in 2017.

Motion by Wesley Martin, Jr. to approve from the Finance Committee Donation Line $2,500.00. Seconded by Councilman David Jordan. Motion carried unanimously.

V. **Tabled Business:** No Tabled Business

VI. **Capital Expenditures:**

1. Graybar (40) HG Readers
   Janice Jourdan, Gaming Surveillance

Janice Jourdan and Karen Doyen were present to discuss purchasing 40 additional hand (access) readers; which is budgeted within the Fiscal Year 2016 budget.

Motion by C.F.O. Larry Barton to approve the Hand Geometry readers with the stipulation that Purchasing ensure G.S.A. pricing. Seconded by Councilman David Jordan. Motion carried unanimously.

2. Access, Inc.
   Janice Jourdan, Gaming Surveillance

Nate Villarreal, System Administrator – M.I.S., was present to provide information on the scope of work.

Motion by Councilman David Jordan to approve the Access, Inc. Capital Expenditure of $302,169.00. Seconded by Councilwoman Jennifer Webster. Motion carried unanimously.

3. Faith Technologies, Inc.
   Don DeChamps, Gaming M.**I.S.**

Nate Villarreal, System Administrator – M.I.S., was present to provide information on the scope of work.

Motion by Councilman David Jordan to approve the Capital Expenditure of $197,800.00, for Faith Technologies. Seconded by Councilwoman Jennifer Webster. Motion carried unanimously.

4. Mike Maass – Tilling
   RaLinda Ninham Lamberies, Assistant C.F.O.

RaLinda Ninham Lamberies was present to provide information for tilling services (Sole Source) for 52 acres. R.F.P. was provided to three (3) vendors. Mike Maass was able to meet the deadlines provided within the R.F.P.

Motion by David Jordan to approve $100,000. for tilling services from Mike Maass. Seconded by Wesley Martin, Jr. C.F.O. Larry Barton abstained. Motion carried.

VI. New Business:

1. Gitchi Gaming, Inc. - Slot Stool Parts — Amount: $64,025.00
   David Emerson, Gaming Slots

David Emerson was present to provide verbal information for the Gaming Slots Parts for Slot Stools

Motion by Wesley Martin, Jr. to approve the Gitchi Gaming, Inc. in the amount of $64,025.00. Seconded by Councilwoman Jennifer Webster. Motion carried unanimously.

2. Miron Construction – Main Casino Renovation — Amount: $114,809.00
   Tim Skenandore, Gaming Facilities

No one present to provide information

Motion by Councilman David Jordan to approve the Miron Construction contract of $114,809. Seconded by Wesley Martin, Jr. Motion carried unanimously.

3. Miron Construction – WMSC Renovation Amount: $67,037.00
   Tim Skenandore, Gaming Facilities

No one present to provide information

Motion by Councilman David Jordan to approve the WMSC Renovation contract of $67,037. Seconded by Wesley Martin, Jr. Motion carried unanimously.

4. Implementation of the Constitutional Amendments
   Melinda Danforth, OBC Vice-Chairwoman

No one present to provide information.

Motion by Councilwoman Jennifer Webster to defer to the Finance Office to research fiscal impacts and provide a recommendation for additional funding, if necessary; and to be brought back to the April 18, 2016, Finance Committee meeting; Seconded by Wesley Martin, Jr. Larry Barton abstained. Motion carried.

5. Establish Floyd Acheson Endowment Fund
   Susan White, Trust Director

C.F.O. Larry Barton provided an over-all summary of the current status of Floyd Acheson Endowment Fund. C.F.O. recommends the fund be exclusive for scholarship;

Motion by Councilwoman Jennifer Webster to direct the C.F.O. to provide a draft memo to the Business Committee Joint Trust/Enrollment Committee meeting, recommending terms of the Acheson fund to be specifically used towards scholarships. Seconded by Councilman David Jordan. C.F.O. Larry Barton abstained. Motion carried.

VII. Donation Requests:

2. Spirit of the Hoops Amount: $2,500.00
   Requestor: David Powless, Owner

Motion by C.F.O. Larry Barton to approve from the Finance Committee Donation Line $2,500.00, for "Spirit of the Hoops." Seconded by Councilwoman Jennifer Webster. Motion carried unanimously.

3. Woodland Indian Art Show & Market Amount: $2,500.00
   Requestor: Rae Skenandore

Rae Skenandore was present to provide information. 2016 Woodland Indian Art Show to be held July 1 – 3, 2016 - Powwow weekend.

Motion by Councilwoman Jennifer Webster to approve from the Finance Committee Donation Line $2,500.00 for the Woodland Indian Art Show & Market. Seconded by Councilman David Jordan. C.F.O. Larry Barton abstained. Motion carried.

4. Family Access Solutions Program
   Requestor: Tami Polster Walls

Judge Robert Collins and Tami Walls were present to provide information on this request to donate to Family Access Solutions.

Motion by Councilwoman Jennifer Webster to approve $2,500 from the Finance Committee Donation Line; Seconded by Wesley Martin, Jr. Motion carried unanimously.

VIII. Executive Session: None

IX. Follow Up:

1. FY16 – Q1 FC Report to the OBC
   Denise Vigue, Finance

Motion by Councilwoman Jennifer Webster to approve the FY16 – Quarterly 1 FC Report to the O.B.C. Seconded by Councilman David Jordan.

X. FYI and /or Thank You:

1. Thank You: National Indian Child Welfare Association
   Sarah Kastelic, Executive Director

Motion by Wesley Martin, Jr. to accept the National Indian Child Welfare Association thank you as FYI. Seconded by C.F.O. Larry Barton. Motion carried unanimously.

2. FYI: Green Bay Service Agreement Payment
   Paula King-Dessart, BC Office

Motion by Wesley Martin, Jr. to accept the Green Bay Service Agreement Payment as FYI. Seconded by C.F.O. Larry Barton. Motion carried unanimously.

3. FYI: Bally (2) Game Conversions
   David Emerson, Gaming Slots

Motion by Wesley Martin, Jr. to accept the Bally Conversions as FYI. Seconded by C.F.O. Larry Barton. Motion carried unanimously.

4. FYI: Bally (1) Game Conversion
   David Emerson, Gaming Slots

Motion by Wesley Martin, Jr. to accept the Bally Conversion as FYI. Seconded by C.F.O. Larry Barton. Motion carried unanimously.

XI. Adjourn: Motion by Councilman David Jordan to adjourn. Seconded by C.F.O. Larry Barton. Motion carried unanimously. The meeting ended at 11:10 A.M. The next Finance Committee meeting is scheduled for Monday, April 4, 2016 at 10:00 A.M. in the BC Executive Conference Room. Wesley Martin, Jr. is excused due to prior commitments.

Minutes taken and transcribed by:
Brian Doxtator, Assistant to the Treasurer

Finance Committee- E-Poll Minutes Approval Date: March 22, 2016

Oneida Business Committee- FC Minutes- Approval Date: _____

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Reports

☐ Accept as Information only

☒ Action - please describe:

Accept/approve the Finance Committee 1st Quarter Report (October - December 2015)

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. FC 1st Qtr Report
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Trish King, Tribal Treasurer

Primary Requestor: Denise Vigue, Exec. Assist. in Finance
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Per the Tribal Secretary's Office Schedule - all Boards, Committees, & Commissions are to provide quarterly reports to the OBC - 1st Quarter Report of the Finance Committee due on 3/22/16 for the 3/30/16 BC agenda.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Tribe of Indians of Wisconsin
FINANCE ADMINISTRATION
N7210 Seminary Road
P.O. Box 365
Oneida, WI 54155
Phone: 920- 869-4325
FAO@oneidanation.org

FINANCE COMMITTEE

1st Quarter Report
(Oct to Dec 2015)

PURPOSE

The Finance Committee is responsible for recommending financial policies, and budgets that support the mission values, and strategic goals of the organization. The FC's role is to review the organization's financial performance against its goals and recommends policies, long-range financial plans, and sustainability strategies to ensure the continued financial health of the Oneida Tribe.

WHO WE SERVE

The Finance Committee (FC) works with all departments within the organization to ensure all expenditures of any substantial amounts are procured in the most cost effective manner through the established Purchasing Process Manual. The FC also serves Oneida Community groups, Oneida charitable organizations, and Oneida tribal members through the Finance Committee Donation Policy and the Community Fund.

FC MEMBERS

The Finance Committee members include 3 BC members including the Treasurer who chairs the Finance Committee meetings; the Chief Financial Officer who acts as the Vice Chair; one member from Executive Management; one member from Program Management; and one Community Elder Member. Current members include:

Patricia King, Treasurer/FC Chair
David Jordan, BC Council Member
Patrick Stensloff, Purchasing Director
Wesley Martin, Jr., Community Elder member
Larry Barton, CFO/FC Vice-Chair
Jennifer Webster, BC Council Member
Louise Cornelius, Gaming GM

FC Alternate members: Fawn Billie, BC Council Member, Chad Fuss, Gam AGM & Terry Cornelius, CFA

MEETINGS

In the 1st Quarter the FC met six times on: Oct. 5, 2015; Oct. 19, 2015; Nov. 2, 2015; Nov 16, 2015; Nov 30, 2015; and Dec. 14, 2015. Meeting run times averaged 1 hour and 6 minutes. The FC Community Elder member attended six meetings and was paid a stipend for five meetings (one mtg. was less than an hour) for a total of $250 paid in stipends in the 1st Quarter.

*ACTIVITIES SUMMARY

Organizational Requests:

In the 1st Quarter the FC reviewed/approved and/or accepted as FYI: thirty-one (31) Departmental requests for supplies, capital expenditures, Purchase Order increases and/or contracted services for an amount total of $8,296,905.20 The FC also reviewed fifteen (15) Gaming requests for gaming slot machines, gaming marketing services, and food & beverage services for a total amount of $3,439,146.24.

Investment Updates:

In the 1st Quarter there were two investment updates provided by the Chief Financial Advisor. For each quarter a synopsis of the tribes' investment portfolio is provided by Callan Associates, Inc. In order to provide cost savings to the Finance Department it was decided not to renew this service for FY16 and to rely on the update reports from the investment managers from Northern Trust and to summarized by Finance. Although the services from Callan were quite detailed, they were not timely, which is another reason not to renew their contract.

From the Callan Quarterly Review for period ending 6/30/15 the main information from this quarter was globally all money managers had a .57% total portfolio gain and as a group outperformed their indexes. As an FYI the portfolio is made up of a diversification of stocks and bonds representing large cap, small cap core, international, and bond markets; each with different objectives such as growth, value and long term duration. From the Callan Quarterly review for period ending 9/30/15 a review of all the managers as compared to their indices was discussed. The main concern in this period was oil prices and how it affected the market as a whole. It is noted that our managers are very defensive in their investments so although returns were down slightly they did outperform overall from the benchmarks. An RFP for a new manager was done this quarter and will be represented in the next update.

FC Donations:

Due to the FY16 budget not being approved by GTC until December only two Donation Requests were reviewed; both were approved for a total of $5,000.00. Another request deferred from the BC was reviewed and determined not to fit any of the Donation Policy categories. It was denied and referred back to the next BC work meeting. The 1st Quarter Donation activity sheet the FC receives is attached.

Community Fund:

The FC reviewed fifteen (15) Community Fund requests. All were approved for a total of $4,380.00 in funding assistance. One request was to assist an elder artist with art show fees, one was for a youth educational trip (fees), and the remaining requests were for youth development in the form of extracurricular sports activities. There was also one Community Fund Product request that was approved for 13 cases for an Elder/Community Event. The 1st Quarter CF balance sheet the FC receives is attached.

* Details of all requests/activities by the Finance Committee can be found in the minutes that are submitted to the OBC at each of their regularly scheduled meeting.

Oneida Tribe of Indians of Wisconsin

Post Office Box 365

Phone: (920) 869-2214 Oneida, Wi 54155

Oneidas bringing several hundred bags of corn to Washington' s starving army at Valley Forge, after the colonists had consistently refused to aid them.

UGWA DEMOLUM YATEHE Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possble.

Finance Committee Donation Line for FY2016

The Finance Committee has established a Donation Policy and process that has been updated for the new fiscal year. Specific changes include the maximum amount a group can request in the fiscal year, which is $2,500. As noted in the FC meeting of 9/11/15, "…this is to accommodate the increased number of requests being received."

The other change for FY16 is the specific donation provisions in Article V., 5.3., of the Donation Policy that clarifies allocation amounts. The FC Donation line for FY16 is $44,000 and the breakdown within each category is:

1. $17,600 - for Oneida Community Causes (40%)
2. $17,600 - for local groups in surrounding areas/counties (40%)
3. $8,800 - for National Groups (20%)

All Requestors from the Oneida community, local churches/charitable organization, and National Indian affiliated groups who are seeking donations and or sponsorships are asked to complete a Three-Part Form specifying nature of request. The specific focus of groups/requestors from the policy includes:

- Not-for-Profit Charitable Groups;
- Oneida Affiliated Veteran's Groups;
- Socially /Environmentally Conscious Groups; or
- Special Funded Groups

With a limited amount of Donation Funds, the Finance Committee's priority is focused on the Oneida Community here in Wisconsin, all Oneida enrolled members, and organizations that provide services that benefit Oneida members. The Finance Committee will normally review donation requests at their second meeting of each month. The Finance Committee will review requests on a first come first served basis. All requests for donations are sent a donation packet. Following on the next page is the 1st Quarter Donation activities:

Oneida Finance Committee - FY 2016
DONATIONS (Beginning Balance $44,000)

FIRST QUARTER

	Meeting Date	Name of Requester	Representing	Amount Requested	Category/ Type	FC Action
	19-Oct-15		NO REQUESTS FOR OCTOBER			
1	**16-Nov-15**	Rev Ann Bullis	Oneida United Methodist Church	$ 2,500.00	2/Church	Approved- pay when FY16 budget is passed
2	**14-Dec-15**	Janet Saiz	WI Indian Education Association	$ 2,500.00	2/N-f-P	Approved
3	**14-Dec-15**	David Jordan	Council Member-defer from OBC	Not Determined	Not Eligible	**Denied** and defer to BC wk mtg

FC Donation Totals After First Quarter

Percentages/Designations	Allocation per Category	Remainling Balance
1. Oneida Community Causes-40%	$ 17,600.00	$ 17,600.00
2. Local Groups (Chairitable)-40%	$ 17,600.00	$ 12,600.00
3. Nat'l Grps (Indian Affiliated)-20%	$ 8,800.00	$ 8,800.00

Requests reviewed from Not-for-Profits, Oneida Affiliated Vets Grps, Grps Socially/Enviro Conscious Grps, Spl Funded

Donations limited to $2,500 per req/yr

Prepared for the
FINANCE COMMITTEE
Meeting on: January 4, 2016

COMMUNITY FUND

- FUNDING Allocation Update –

FY16 Allocated Funding Amount – $50,000.00

1ST Quarter (Oct-Dec 2015)

OCT - Fund Requests – 7	$2,100.00
NOV - Fund Requests – 5	$1,500.00
* DEC - Fund Requests – 3	$780.00
	$4380.00 Total

Remaining Fund Balance Amount: $45,620.00

* December Monthly Review- Actual Date: 11/30/15

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Product - List of Events

Contract Year (CY) 2015-16 (July 2015 through June 2016)

Q1 (Jul-Sept 2015)
Oneida Relay-for-Life Event - July 2015
Oneida Powwow - July 2015
Oneida 4-H Falling Leaves Club brat barn sales
ONHS Summer Athletic Camp
Community Picnic 7/7
Community Picnics 8/4
Oneida's Big Apple Fest
AO-4th Annual Oneida Baseball Tournament concession sales
Jeffrey Skenandore Jr Golf Fundraiser
On^yote?a.ka. Gathering-Community Evt
Unity of Nations -Art Show
Girls Volleyball Camp

Q2 (Oct-Dec 2015)
Elder Services-Community Open House

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Standing Committees

☐ Accept as Information only

☒ Action - please describe:

Defer Community Development & Planning Committee FY '16 1st quarter 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: Melinda J. Danforth, Tribal Vice Chairwoman

Primary Requestor/Submitter: Lisa Liggins, Executive Assistant II
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The Community Development Planning Committee respectfully requests a deferral to the April 13, 2016, regular Business Committee meeting.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Standing Committees

☒ Accept as Information only

☐ Action - please describe:

Please accept the Quality of Life Committee Meeting Minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. February 11, 2016 Quality of Life Meeting Minutes
3.
2.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Fawn Billie, Council Member

Primary Requestor/Submitter: Nicolas A. Reynolds/Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Quality of Life Committee

Chair:	Fawn Billie	**Date:**	February 11th, 2016
Vice Chair:	Tehassi Hill	**Time:**	8:30 am to 10:30 am
Members:	Trish King	**Location:**	BC Executive Conference Room
	Lisa Summers		
	Brandon Stevens		

Draft Meeting Minutes

I. Call to Order and Roll Call (_8_:_38_ am)

_X_ Fawn Billie, QoL Chair
_X_ Tehassi Hill, QoL Vice Chair
_X_ Trish King, BC Treasurer
___ Lisa Summers, OBC Secretary
_X_ Brandon Stevens, OBC Councilman
(P- present, A- Absent)

Others in Attendance: Pat Pelky, Eric Boulanger, Mandy Schneider, Dr. Ravinder Vir, Melissa Nuthals, Eric Krawczyk, Tina Jorgensen.

II. Approve the Agenda

MOTION by Tehassi Hill to approve the agenda. Second by Brandon Stevens. Motion carried unanimously.

III. Meeting Notes to be approved

A. January 14, 2016 Meeting Minutes

MOTION by Trish King to approve the January 14, 2016 meeting minutes. Second by Tehassi Hill. Motion carried unanimously.

IV. Old Business

V. New Business

A. Quality of Life FY 2017 Budget—Fawn Billie

Discussion Notes: We need to create a budget for FY2017. Want to bring in presenters and fund the initiatives related to the Drug Initiative. Clarification from the Treasurer that standing committee's don't usually have a budget. Wanted to suggest that the Quality of Life Standing Committee handle the sports registration requests that are coming in larger numbers to the Finance Committee. Could Quality of Life then budget for expenses related to the employee exercise program? No. If done, would need to be open for community, not just employees. Might consider the Coke fund being under Quality of Life, and giving specific charge to fund community type events. Finance Committee agreed to a tentative idea of moving it to Quality of Life. Otherwise standing committee's don't have budgets. Currently give out up to $300 per individual, and $1,500 per group. Funds usually run out before end of the year. Is there a criteria that clarifies what is an individual and what is a group? Usually groups and organizations are registered somehow. Can bring back more information next month. Suggestion would be to develop criteria for the program to determine what is the best use of the funds (funding an individual to run the Cellcom Marathon, vs. funding a youth group to participate in a camp, etc.). Suggestion to consider the health ramifications of selling soda in the community and then using the percentage of return on sales to fund health initiatives. Suggestion that there be a specific strategic intent of budget and to not keep lots of small little pots of money all over. Need to stick to the intention of the quality of life committee. Suggestion that maybe the community (Coke) fund should be administered through the same office as the Catastrophic Fund. Clarification that the intent of moving the Coke fund under Quality of Life would be to

use it to fund initiatives, camps, events that are set by the Quality of Life Committee. More information needs to be gathered and bring in the people who are already doing these types of activities so we aren't overlapping.

MOTION by Trish King for herself to bring back the history of the fund, trends of what people request, and the current policy for the fund. Second by Tehassi Hill. Motion carried unanimously.

B. Technical Assistance Grant—Fawn Billie

DISCUSSION: Suggestion to send the information to Rich Vanboxtel to be assigned to someone. Suggestion that it not be held at AJRCCC because people think that it is for elders. Who is the audience? The audience includes anyone who works with youth, police, etc. to help people recognize the signs and symptoms of drug use and presence in the community. Class covers how to recognize signs of drug sales through business fronts, signs of usage and risk factors, and how to do prevention, how to intervene when it happens, etc. Question whether we are ready for helping people once the recognition begins to happen. That is what is being done in the Social Marketing Plan? Questions at community meeting had to do with what to do when they find/see the activity happening. Coping skills are needed now. Awareness is a huge issue.

MOTION by Tehassi Hill to move forward with the grant and send the information to OPD. Second by Trish King. Motion carried unanimously.

C. Spirit of Hoops Request—Fawn Billie

DISCUSSION: David Powless (Wisconsin Oneida) lives in New Mexico and is president of the company doing these basketball camps. He is looking to do a 2-3 day camp here in Oneida. He would need about 8-10 volunteers. Recommendation to send this to finance, however there are limitations on what can be paid for, such as travel. Alternative thought is that we have a lot of people in the area who can do basketball camps. David Powless is really good, but we also need some leadership mentoring to help kids understand and know how to be successful and build self-esteem in other ways to cause they aren't going to get it at home. Could have the local top known players come in and help or at least speak to the participants. Interested in supporting this because it is an member owned business. Maybe it's a wellness camp, week long, could incorporate other things. Suggestion to consider early summer (off time for players, etc.). Request to finance committee would be to sponsor as a host of the event. Finance could sponsor up to $1,500. Maybe St. Norbert could sponsor as well, and consider rec, Oneida Schools, and maybe other schools too. Suggestion to get Rec, Fitness, and Schools involved because they can help promote, coordinate, etc. Fawn would be willing to meet with Ryan and see if they can take the lead. YES might be able to help if funding can be used from local schools. Suggestion that Seymour Schools might be very interested. Suggestion to meet with Don White because those are all his areas. Suggestion that it could maybe be funded through Diabetes Prevention, but not this year. Need an updated flyer, and take off the sponsorships (because it is draft), and update the proposal. Concern that you want to empower people in the community to build relationships with these youth because people that live outside the community leave. Skills camps are starting to focus on making great players instead of great teams, and want to make sure that the camp tackles multiple perspectives. There are people locally who want to do camps but lack the organization to make there offers legitimate. Then those are the people that you want to bring in to learn from this experience on how to get organized. In the past, this effort came through fitness through Scott. Could send this back to Ryan. Suggestion to ask for proposals from community with outline of expectations that they would need to fulfil. Want people in the community to learn to develop and organize like this, with 501(c)3 and having their own financial impacts of these things figured out, etc. Could this proposal include some element of mentoring locals to do the same type of thing. Could direct programs within the organization to do something similar. Could put through 7871. Should check with Fitness to see if they have funding already allocated for this.

MOTION By TH to have Fawn Billie contact Don White and clarify Fitness has funding allocated to this and if not to send it to Finance Committee or bring back here. Second by Trish King. Motion carried unanimously.

VI. Standing Items

A. Drug Task Force Marking Plan Update—Tina Jorgensenr

Excerpt from January 14, 2016 Quality of Life Meeting: *Motion by Trish King to accept the update; to have Fawn contact Housing for additional information, schedule a work meeting with the Task Force and Oneida Tribal School Student Council, YES, and Sarah's group (yetiyatanunha?) to create a social marketing strategy on drug use in Oneida. Second by Tehassi. Motion carried unanimously.*

Excerpt from December 10, 2015 Quality of Life Meeting: *Motion by Tehassi Hill to: Accept the Drug Task Force update, and; The Drug Task Force reach out to Tina Jorgensenr to facilitate them through the social marketing plan, and; The Drug Task Force coordinate a meeting schedule, and; A Community Meeting be held to create awareness of signs of drug abuse coordinated by Tina Jorgensenr on January 12. Second by Brandon Stevens. Motion carried unanimously.*

DISCUSSION: The Social Marketing Plan is about halfway finished. The target audiences and high level goals are identified. Next meeting is Feb. 25th.

MOTION by Tehassi Hill to accept the update. Second by Brandon Stevens. Motion carried unanimously.

B. Youth Treatment Facility *(no update)*

VII. Reports

VIII. Additions

IX. Adjourn (_10_:_35_ am)

MOTION by Trish King to adjourn at 10:35. Second by Brandon Stevens. Motion carried unanimously.

DRAFT

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Standing Committees

☒ Accept as Information only

☐ Action - please describe:

Please accept the FY2016 1st Quarter Report for the Quality of Life Standing Committee

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: Fawn Billie, Council Member

Primary Requestor/Submitter: Nicolas A. Reynolds/Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The Quality of Life Committee is a standing committee of the Oneida Business Committee. In compliance with reporting requirements, the FY2016 1st Quarter Report of the Quality of Life Committee is attached for consideration and approval by the Oneida Business Committee.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Quality of Life Committee

FY 2016 1st Quarter Report (October – December, 2015)

PURPOSE:
The Quality of Life Committee is a standing committee of the Oneida Business Committee that will have oversight responsibility of the following areas of the Tribe: Language and Culture, Health, Human Services and Public Safety. This oversight responsibility also extends to any board, committee, or commission related to these specific areas.

COMMITTEE MEMBERS:

Councilwoman Fawn Billie, Quality of Life Committee Chair
Councilman Tehassi Hill, Quality of Life Committee Vice Chair
Treasurer Trish King, Quality of Life Committee Member
Secretary Lisa Summers, Quality of Life Committee Member
Councilman Brandon Stevens, Quality of Life Committee Member

In addition to OBC members, the Wellness Council, Division Directors, other senior leaders, and their staff are directed to attend the Quality of Life Committee meetings dependent upon relevant agenda topics.

MEETINGS:
Quality of Life Committee meetings are schedule on the 2nd Thursday of every month from 8:30 am to 10:30 am. In the 1st quarter of FY2016 three meetings were scheduled on October 8th, November 12th, and December 10th, 2015.

ACTIVITIES SUMMARY:

During the 1st quarter of FY 2016 the Quality of Life Committee has been revamped and participation has increased. The October meeting was the last time a meeting was canceled due to lack of quorum. Since that time, the Quality of Life Committee prioritized the drug abuse problems in the Oneida Community and is focusing almost exclusively on that topic.

In November, 2015, Councilwoman Billie reported out on a Drug Identification and Recognition training she attended and brought forward information on how to bring the same training to Oneida. The committee decided to begin the work of founding a Drug Task Force. Potential taskforce members were identified and recruitment began. The initial long-term and short-term goals were brainstormed and first steps were outlined including:

- Developing a work plan with dates and deadlines
- Campaigning for awareness
- Coordinating trainings
- Identifying partners to be involved, and more.

In December, 2015, an initiative was brought forward to ask for an employee exercise pilot program, which was referred to and approved by the Oneida Business Committee in January.
(NOTE: The pilot program began on February 29th and concludes on May 20th, 2016.)
The Quality of Life meeting in December also included a presentation was given on the types

of services provided by Oneida Behavioral health related to drugs and alcohol abuse was given by staff. Tina Jorgensen was identified as a facilitator to help the Task Force group through a Strategic Marketing Plan and plans discussed community education.

SUGGESTED ACTION:
Requested action is for the Oneida Business Committee to accept the FY2016 1st Quarter report.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 09 / 16

2. General Information:

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

Agenda Header: General Tribal Council

☐ Accept as Information only

☒ Action - please describe:

BC to review letter and to make a recommendation.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Letter #1 dated 2/13/16
2. BC Oath of Office
3. Letter # 2 dated 3/15/16
4. 2015-2016 GTC Backward Schedule

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman Cristina Danforth

Primary Requestor/Submitter: Submitted by Lora Skenandore, Assistant to Chairwoman
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

RECEIVED BY BC
ADMINISTRATIVE OFFICE
FEB 2 4 2016
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

Feb. 13, 2016

Chairwoman Danforth:

It is with regret that I must inform you that I will NOT be available to attend the General Tribal Council Meeting scheduled for Monday, July 5, 2016.

I have previously-made plans during that period of time. You could have written or called to see if I was available.

Unlike the Tribe, the dates are not changeable, and I will not be available from July 1st to the 15th.

After 2 years and 6 months, 1 month is not a big deal. If it has to be July, please reschedule it for after the 15th of July.

You can schedule a Special GTC now in the next 5 months. Please let me know so that I can mail out my report and the four (4) resolutions to all of the Tribal members 30 days in advance of the special GTC meeting.

Our Constitution, in Article III - Governing Body, Section 4 states the GTC SHALL meet on the first Monday in July.

The Constitution also states that if 50 qualifying voters may, by written notice (my petition was for a special GTC meeting), call special meeting of the General Tribal Council.

You swore an oath to carry out the wishes of the GTC (not yours), and comply with the constitution. If there is any doubt, check with an attorney to prove that I am correct in my statements.

Also check GTC special resolution 8-02-00-A, the 10 day policy which sets requirements or allow membership notice to review materials prior to voting on them and it ***shall*** be published in the Kalihwisaks and posted other places in a timely manner prior to the meeting. Please feel free to check with the Tribal attorney if any of this is unclear.

In addition, the Indian Civil Rights Act states "No Indian Tribe in exercising power of self-government shall make or enforce any law abridging the Constitution."

Our Constitution Article VI - Bill of Rights states "All members ***shall*** be afforded equal opportunities to participate and all members may enjoy, without hindrance, freedoms guaranteed by the US Constitution."

Our Constitution Article IV, Section 3 states This Constitution shall not be abridged, but may be exercised by the people of the Oneida Tribe.

Our Constitution Article III, Section 4, states that 50 members can call for special meetings (more than one) of the GTC.

Check with the attorney for the true intent of the Constitution if you don't understand.

I requested a special meeting, NOT a regularly scheduled meeting. Check with the attorney.

Sincerely,

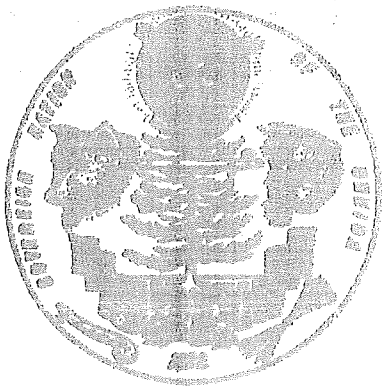
F. L. Cornelius
GTCRepresentative to dissolve 7 Gens

CC:
ENCL:

I AM REGESTERING THIS - SO YOU CAN'T SAY THAT YOU DID NOT RECEIVE IT, OR LOSE IN IN YOUR OFFICE

YOU STILL HAVE 5 MONTHS TO SCHEDULE A SPECIAL GTC FOR ME BEFORE JULY.

Oneida Tribe of Indians of Wisconsin



Oath of Office

for the

Oneida Business Committee

"I, name, swear to uphold the laws and regulations of the Oneida Tribe of Indians of Wisconsin, the Oneida Constitution and the Oneida General Tribal Council. I will perform my duties to the best of my ability and on behalf of the Oneida people with honor, dignity, and sincerity.

I will carry out the duties and responsibilities of the Oneida Business Committee to protect the people, land, resources and treaty rights of the Oneida Tribe, and I will abide by the decisions of the General Tribal Council."

Dated this date day of month year.

_____

Name, title

_____

Winnifred Thomas, Chief Judicial Officer

March 15, 2016

Tina:

I am sorry to find that you hav chosen not to follow our constitution you have ignored BC Resoulation 12-24-13-A and you do not abide by your oath of office.
The constitution states 50 members can call a SPECIAL GTC meeting. My petition has been in for aver 2 years and you have not set a date yet for a SPECIAL GTC meeting. Others have come in after mine and you have given them a GTC date.

I have been appointed by the GTC to work with the BC- - You work for us, the GTC, yet you don't do as they have ordered you to do.

As the GTC representative you don't even have the courtesy to answer my letters. (I write once a month to you) I even sent you a regerstered letter and you and your 8 seceraries don't answer me.

I was wondereing, is it because you were the treasure on the BC when your sister was on the 7 Gens board?That was when you gave 7 Gens 330,000 grant- - money they will never have to pay back. That was the peoples per-cap, or is it beaause your sister was married to the Vice-Chairmans on the BC when you gave 7 Gens a 750,000 loan- They never paid it back to this day. That was the Tribe's per-cap.

Is it because when someone on the BC tried to recind BC support for 7 GensYOU put in resoulation 12-8-10-B to SUPPORT 7Gens and Oneida Energy, Or was it because after the GTC voted to dissolve Grnd on Dec 15, 2013 You were Quoted saying " This vote was NOT a good idea to dissolve 7Gens" (You made an oath to carry out the GATC orders, but did not do it)

Is it beaause on May 2014 you along with other BC members made a plan to falisy me request for a GTC by saying I was late to the GTC. You had all my papers, but gave them back.

or was it because in Sept 2015 your office lied saying I did not turn in my 4 resoulations, only to be proven wrong when I turned another set, both dated stamped by your office a month apart, Or was it because you lied to the GTC on Jan 6, 2016 when you told them "because Frank was traveling you could not schedule a GTC meeting for him.? You never wrote to me or tried to call me to this day.

I have always said "just let me know so I could send out all my report to all tribal members along with my 4 resoulation 30 days in advance so they could read them. You have all the papers in your office. Just mail me the notice or leave it on my telephone answering machine.

If my SPECIAL GTC meeting has to be in July 2016 just schedule it after the 15 to of July.

F.L.Cornelius

GTC representtive to dissolve 7 Gens

cc:file

RECEIVED BY BC
ADMINISTRATIVE OFFICE
MAR 18 2016
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

2015-2016 GTC Meeting Backward Schedule – updated 3/23/2016

GTC Meeting Date	Description	10 Day Notice Date *(includes weekends)*	*5 business days* for Post Office – Mail Date	Material to Printing and Mail Center *(10 business days)*	Approve at BC Agenda
Monday, May 23 *6 pm*	*Saved Date*	*Friday, May 13, 2016*	*Friday, May 6, 2016*	*Friday, April 22, 2016*	*Wednesday, April 13, 2016* *BC Agenda Submission due:* *Tues., Apr. 5*
Monday, June 13 *6 pm*	*Saved Date*	*Friday, June 3, 2016*	*Thursday, May 26, 2016*	*Thursday, May 12, 2016*	*Wednesday, May 11, 2016* *BC Agenda Submission due:* *Tues., May 3*
Monday, July 4 10 am	Saved Date	Friday, June 24, 2016	Thursday, June 16, 2016	Wednesday, June 1, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Tuesday, July 5 6 pm	Saved Date	Saturday, June 25, 2016	Monday, June 20, 2016	Monday, June 6, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Wednesday, July 6 6 pm	Saved Date	Sunday, June 26, 2016	Monday, June 20, 2016	Monday, June 6, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Thursday, July 7 6 pm	Saved Date	Monday, June 27, 2016	Tuesday, June 21, 2016	Tuesday, June 7, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Sunday, July 17 10 am	Saved Date	Thursday, July 7, 2016	Wednesday, June 29, 2016	Wednesday, June 15, 2016	Wednesday, June 8, 2016 *BC Agenda Submission due:* *Tues., July 31*
Wednesday, August 10 6 pm	Saved Date	Sunday, July 31, 2016	Monday, July 25, 2016	Monday, July 11, 2016	Wednesday, June 22, 2016 *BC Agenda Submission due:* *Tues., June 14*

2015-2016 GTC Meeting Backward Schedule – updated 3/23/2016

GTC Meeting Date	Description	10 Day Notice Date *(includes weekends)*	*5 business days* for Post Office – Mail Date	Material to Printing and Mail Center *(10 business days)*	Approve at BC Agenda
Monday, August 22 6 pm	Saved Date	Friday, August 12, 2016	Friday, August 5, 2016	Friday, July 22, 2016	Wednesday, July 13, 2016 *BC Agenda Submission due: Tues., July 5*
Sunday, August 28 10 am	Saved Date	Thursday, August 18, 2016	Thursday, August 11, 2016	Thursday, July 28, 2016	Wednesday, July 27, 2016 *BC Agenda Submission due: Tues., July 19*
Sunday, September 4 10 am	Saved Date	Thursday, August 25, 2016	Thursday, August 18, 2016	Thursday, August 4, 2016	Wednesday, July 27, 2016 *BC Agenda Submission due: Tues., July 19*
Tuesday, September 6 6 pm	Saved Date	Saturday, August 27, 2016	Monday, August 22, 2016	Monday, August 8, 2016	Wednesday, July 27, 2016 *BC Agenda Submission due: Tues., July 19*
Monday, September 19 10 am	Budget	Thursday, September 8, 2016	Tuesday, August 30, 2016	Friday, August 12, 2016	Wednesday, August 10, 2016 *BC Agenda Submission due: Tues., Aug. 2*
Sunday, October 2* 10 am/6 pm	Saved Date	Thursday, September 22, 2016	Thursday, September 15, 2016	Wednesday, August 31, 2016	Wednesday, August 24, 2016 *BC Agenda Submission due: Tues., Aug. 16*
Sunday, October 9* 10 am/6 pm	Saved Date	Thursday, September 29, 2016	Thursday, September 22, 2016	Thursday, September 8, 2016	Wednesday, August 24, 2016 *BC Agenda Submission due: Tues., Aug. 16*
Sunday, October 16* 10 am/6 pm	Saved Date	Thursday, October 6, 2016	Thursday, September 29, 2016	Thursday, September 15, 2016	Wednesday, Sept. 14, 2016 *BC Agenda Submission due: Tues., Sept. 6*

2015-2016 GTC Meeting Backward Schedule – updated 3/23/2016

GTC Meeting Date	Description	10 Day Notice Date *(includes weekends)*	*5 business days* for Post Office – Mail Date	Material to Printing and Mail Center *(10 business days)*	Approve at BC Agenda
Sunday, October 23* 10 am/6 pm	Saved Date	Thursday, October 13, 2016	Thursday, October 6, 2016	Thursday, September 22, 2016	Wednesday, Sept. 14, 2016 *BC Agenda Submission due: Tues., Sept. 6*
Monday, October 24 6 pm	Saved Date	Friday, October 14, 2016	Friday, October 7, 2016	Friday, September 23, 2016	Wednesday, Sept. 14, 2016 *BC Agenda Submission due: Tues., Sept. 6*
Sunday, October 30* 10 am/6 pm	Saved Date	Thursday, October 20, 2016	Thursday, October 13, 2016	Thursday, September 29, 2016	Wednesday, Sept. 28, 2016 *BC Agenda Submission due: Tues., Sept. 20*
Saturday, November 19 10 am	Special	Wednesday, November 9, 2016	Tuesday, November 1, 2016	Monday, October 17, 2016	Wednesday, October 12, 2016 *BC Agenda Submission due: Tues., Oct. 4*

**for Sunday dates in October, in the event of home Packers game, Great Lakes & Iroquois North will be unavailable in the morning*

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: General Tribal Council

☐ Accept as Information only

☒ Action - please describe:

Motion to enter E-Poll results into the record for approval of:
1) Accept the legislative, legal, and financial analyses for Yvonne Metivier's petition regarding per capita and add the petition to the May 23, 2016, special GTC meeting agenda
2) Add the FY-2017 to FY-2021 per capita payment proposal to the May 23, 2016, special GTC meeting agenda

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. email
2. Draft 5/23/16 Special GTC Agenda
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: April Skenandore, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

On March 16, 2016 the following e-poll was conducted:

Summary:
As discussed in yesterday's BC work meeting, there is a desire to schedule all the per capita payment issues on one special GTC meeting agenda. In order to provide the Petitioner adequate time to review the completed analyses and provide any submissions for the meeting packet, an e-poll is required due to the printing production schedule.

The final packet is due to the BC for approval at the April 13, 2016, regular meeting, which means the packet will need to be submitted to the agenda by April 5, 2016. Waiting until the March 30, 2016, regular BC meeting would leave the petitioner with less than four business days to review analyses and submit materials.

Requested Action:
1. Accept the legislative, legal, and financial analyses for Yvonne Metivier's petition regarding per capita and add the petition to the May 23, 2016, special GTC meeting agenda
2. Add the FY-2017 to FY-2021 per capita payment proposal to the May 23, 2016, special GTC meeting agenda

Deadline for response:
Please submit your response by noon on Thursday, March 17, 2016. Please respond by using the voting button above. Thank you.

The following is the e-poll results:
Support: Jennifer Webster, Melinda J. Danforth, David Jordan, Lisa Summers, Trish King, Tehassi Hill

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

April Skenandore

Subject: FW: E-POLL RESULTS: E-poll Request: Add items to May 23, 2016 Special GTC Meeting Agenda
Attachments: BCAR Add items to the 05_23_16 special GTC meeting agenda.pdf

Importance: High

From: TribalSecretary
Sent: Monday, March 21, 2016 10:17 AM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: E-POLL RESULTS: E-poll Request: Add items to May 23, 2016 Special GTC Meeting Agenda
Importance: High

E-POLL RESULTS

The e-poll to 1) Accept the legislative, legal, and financial analyses for Yvonne Metivier's petition regarding per capita and add the petition to the May 23, 2016, special GTC meeting agenda 2) Add the FY-2017 to FY-2021 per capita payment proposal to the May 23, 2016, special GTC meeting agenda is approved. Below is the results:

Support: Jennifer Webster, Melinda J. Danforth, David Jordan, Lisa Summers, Trish King, Tehassi Hill,

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions
Heather Heuer (Information Management Specialist) – BC Meeting Agenda Requests, Packets, and Minutes

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From: TribalSecretary
Sent: Wednesday, March 16, 2016 3:26 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: E-poll Request: Add items to May 23, 2016 Special GTC Meeting Agenda
Importance: High

Good Afternoon,

E-POLL REQUEST

Summary:
As discussed in yesterday's BC work meeting, there is a desire to schedule all the per capita payment issues on one special GTC meeting agenda. In order to provide the Petitioner adequate time to review the completed analyses and provide any submissions for the meeting packet, an e-poll is required due to the printing production schedule.

The final packet is due to the BC for approval at the April 13, 2016, regular meeting, which means the packet will need to be submitted to the agenda by April 5, 2016. Waiting until the March 30, 2016, regular BC meeting would leave the petitioner with less than four business days to review analyses and submit materials.

Requested Action:
1. Accept the legislative, legal, and financial analyses for Yvonne Metivier's petition regarding per capita and add the petition to the May 23, 2016, special GTC meeting agenda
2. Add the FY-2017 to FY-2021 per capita payment proposal to the May 23, 2016, special GTC meeting agenda

Deadline for response:
Please submit your response **by noon on Thursday, March 17, 2016.** Please respond by using the voting button above. Thank you.

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
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Oneida Nation
Legislative Reference Office

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Oneida, WI 54155
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Statement of Effect
Petition: Metivier Per Capita FY17 through FY21

Summary

This petition requests that General Tribal Council (GTC) direct the Oneida Business Committee (OBC) to pay two thousand dollars ($2,000) in per capita payments for Fiscal Years 2017 through 2021.

Submitted by Douglass A. McIntyre, Staff Attorney, Legislative Reference Office

Analysis by the Legislative Reference Office

On February 9, 2016, a petition was submitted to the Tribal Secretary's Office and has since been verified by the Enrollments Department. On March 9, 2016, the OBC accepted receipt of the petition and forwarded it for the appropriate analyses, including this legislative analysis.

The petition states: "GTC directs OBC to pay two thousand dollars ($2,000) per capita beginning Budget year 2017 and 2018, 2019, 2020 and 2021."

After reviewing the petition and applicable laws of the Nation it has been determined that this petition would have no legislative impact. The Per Capita Law does not mandate a specific amount for per capita payments but rather leaves it to the direction of the GTC. *See 9.4-3.* Further, this petition does not contradict the GTC directive of May 5, 2013 for one thousand dollar ($1,000) per capita payments beginning in 2014 as that motion was for three (3) years and that period has lapsed.

Conclusion

There is no legislative impact from the petition.

Requested Action

Accept the legislative analysis of the Petition: Metivier Per Capita FY17 through FY21.

JO ANNE HOUSE, PHD
CHIEF COUNSEL
JAMES R. BITTORF
DEPUTY CHIEF COUNSEL
REBECCA M. WEBSTER, PHD
SENIOR STAFF ATTORNEY

ONEIDA LAW OFFICE

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ONEIDA, WISCONSIN 54155

(920) 869-4327 FAX (920) 869-4065

PATRICIA M. STEVENS GARVEY
KELLY M. MCANDREWS
MICHELLE L. MAYS
ROBERT W. ORCUTT

MEMORANDUM

TO: Oneida Business Committee

FROM: Jo Anne House, Chief Counsel

DATE: January 5, 2016

SUBJECT: Petition – Metivier - $2000 Per Capita for FY2017 to FY 2021

You have requested a legal review regarding a petition submitted by Yvonne Metivier. The petition contains a single paragraph. The Enrollment Department has verified a sufficient number of signatures on the petition. The petition contains the following request.

> "GTC directs OBC to pay $2000.00 per capita beginning budget year 2017 and 2018, 2019, 2020, and 2021."

To draft this opinion, I have reviewed prior actions of the General Tribal Council, Tribal law, policies and procedures, and various other resources. This opinion is broken into sections to address the issues raised in the petition – basic membership information, Indian Gaming Regulatory Act and Per Capita law.

This opinion does not address the tax consequences of acceptance or rejection of a per capita payment on the individual. Tax questions are unique to each individual and cannot be addressed in this type of an opinion. This opinion also does not address the consequences of acceptance or rejection of a per capita payment on the individual in regards to receiving program services at the federal, state, local or tribal level. The impact on program services is unique to the program service and the individual and cannot be addressed in this type of an opinion.

Much of the background information in this opinion is taken directly from the January 5, 2016, legal opinion regarding a petition presented by John Powless, Jr.

Background

Basic Membership Information[1] and Cost

As of December 31, 2014, there were 16,995 members of the Oneida Tribe of Indians of Wisconsin. Looking at membership trends, 55% of the members are between ages 21 and 54 which represent the largest age group of members. Although members age 55 and older represent about 22.5% of the membership, 9.5% of the members are between the ages of 55 and 61; close to one-half of all members age 55 and older. This age group of 55-61 will increase the number of

---

[1] The calculations and information regarding enrollments in this opinion are based on an Enrollments Report dated December 31, 2014.

members receiving the elderly per capita payments by 1628 members over a five year period, or up to $3.27 million each year based on the $2000 elderly per capita payment.

From 2001 to 2014, new enrollments have decreased each year from 300 new enrollments in 2001 to 124 new enrollments in 2014. Further, the enrolled population has remained stable with slight increases for the past five years between 16,600 to 16,900 members. This is accounted for through the combination of deceased members and disenrollment requests.

The petition is a request for a per capita payment of $2000. Based on the December 2014 enrollment information, there are about 16,995 members. This equals about $34 million in per capita payments over a five year period totaling about $170 million.

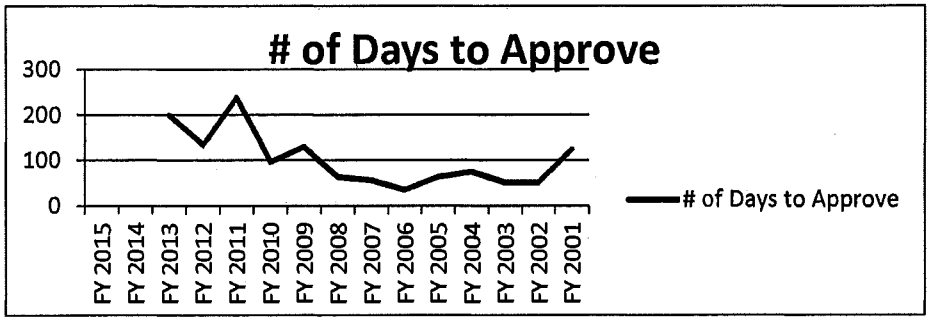
Indian Gaming Regulatory Act

The Indian Gaming Regulatory Act identifies the authorized uses for "net revenues from any tribal gaming" in 25 U.S.C. section 2710(b)(2)(B), subsections (i) through (v).

(i) to fund tribal government operations and programs;
(ii) to provide for the general welfare of the Indian tribe and its members;
(iii) to promote tribal economic development;
(iv) to donate to charitable organizations; or
(v) to help fund operations of local government agencies.

Revenue Allocation Plan Approval Process

The Bureau of Indian Affairs has published regulations regarding per capita payments in 25 C.F.R. Part 290. A per capita payment from gaming revenues cannot be made if a Revenue Allocation Plan is not approved in accordance with these regulations. *24 C.F.R. 290.10 and .11.* The Secretary, or designated official, has 60 days to conduct the review and approve or disapprove the Revenue Allocation Plan. Failure to act within the 60 day time period does not mean the Revenue Allocation Plan is approved by default. *25 C.F.R. 290.19.* The chart below shows the number of days from submission to approval for the Revenue Allocation Plans submitted between 2001 and 2013.[2]



Information in the Revenue Allocation Plan

There are two primary directives in the regulations – identifying specific information which must be included in the Revenue Allocation Plan and identifying who may receive the per capita

[2] We have been unable to locate the approval letter for the FY2014 plan, and the FY2015 plan took 80 days between submission and approval.

payment, including who is excluded from receiving the per capita payment. A Revenue Allocation Plan must contain the elements outlined in 24 C.F.R. 290.12, and be accompanied by the documents listed in 25 C.F.R. 290.17.

- Allocation, by percentages, of the use of net gaming revenues which equal to 100%.
- There must be adequate net revenues reserved for those governmental functions listed in 25 U.S.C. 2710(b)(2)(B) subsections (i) through (v).
- The allocation for each governmental function must "contain detailed information" to determine compliance with the Indian Gaming Regulatory Act.
- Protection and preservation of the interests of minors and incompetent adults.
- Notification to the member of tax liability.
- Specific eligibility requirements for those who will receive the per capita payment.

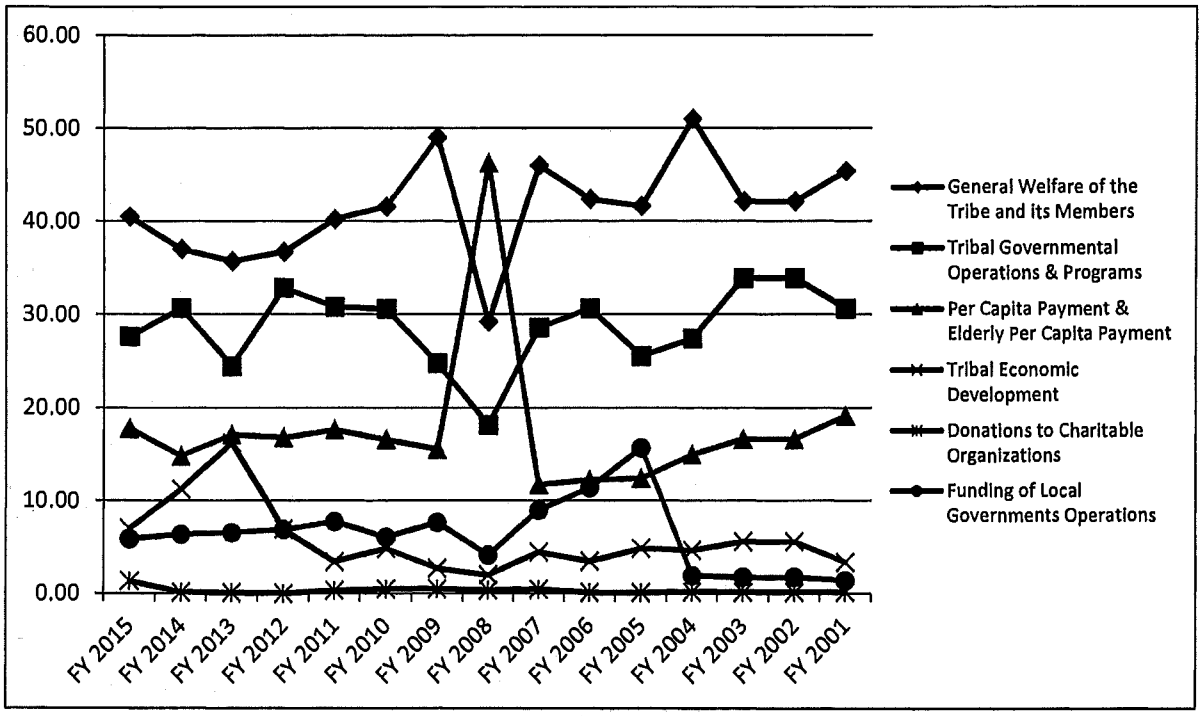
In addition, a Revenue Allocation Plan must be submitted with a cover letter requesting approval of the plan and the Tribal resolution adopting the plan.

The approved Revenue Allocation Plan for 2015 contains the following allocations.

- 27.62% - Tribal governmental programs defined as: Tribal administration, capital improvements to tribal offices, tribal public works program, tribal planning program, tribal enrollment program, tribal community health representative, tribal health services, Indian Health Services clinic, Indian school food service programs, tribal parenting program, summer youth workers' program, tribal library, tribal recreation program, tribal elderly program, veterans symposium, tribal arts and crafts program, and tribal cultural programs.
- 40.47% - General welfare of the Tribe and its members defined as: utility assistance program, funeral assistance program, tribal housing assistance program, higher education program, elderly services, social services programs, health services and the food distribution program.
- 6.96% - Tribal economic development defined as: investment and proposed tribal economic development projects.
- 1.32% - Donations to charitable organizations.
- 5.87% - Funding of local government operations that affect the Tribe and its members.
- 17.76% - Per capita payments.

The percentage allocations for the required elements of the Revenue Allocation Plan between 2001 and 2015 are set forth in the following chart. The description of each category has been consistent from year to year. It should be noted that the per capita payments are stable from 2001 to 2008 with a general per capita of $750 to $800, with an increase to the $1200 general per capita from 2009 to 2015.

The large change in the following charts in 2008 is the impact of the $5000/$10,000 per capita. Members should review the financial analysis to identify how funds were re-allocated and moved to make this payment. In addition, the legal and financial opinions regarding the 2008 per capita presented in the General Tribal Council meeting materials are available from the Records Management Office. The General Tribal Council meeting minutes of August 11, 2007, which approved the 2008 per capita payment are available on-line.



The Revenue Allocation Plan allocation percentages are identified based the adopted budget of the Tribe. A Revenue Allocation Plan identifies allocation of net gaming revenues; or gaming revenues less gaming related expenses. Further, the plan presents grouped financial information based on the requirements of the Indian Gaming Regulatory Act and related regulations. As a result, members will notice a difference between the adopted budget and the Revenue Allocation plan financial information. The chart below identifies the financial information related to the percentage allocations from a selection of Revenue Allocation Plans.

	2015	2012	2011	2008	2001
General Welfare of the Tribe and its Members	$51,029,713	$55,772,624	$57,240,470	$67,135,528	$36,433,435
Tribal Governmental Operations & Programs	$34,818,709	$49,926,847	$43,869,803	$41,674,683	$29,358,672
Per Capita Payment & Elderly Per Capita Payment	$22,392,000	$25,452,800	$25,090,000	$106,296,200	$14,390,000
Tribal Economic Development	$8,786,698	$10,434,595	$4,835,191	$4,509,738	$4,835,191
Donations to Charitable Organizations	$1,670,000	$0	$425,000	$835,000	$110,000
Funding of Local Government Operations	$7,398,578	$10,368,363	$10,988,681	$9,405,827	$1,489,200
Totals	$126,095,698	$151,955,229	$142,449,145	$229,856,976	$86,589,668

As has been identified in prior legal opinions as well as by the Treasurer, past and present, gaming revenues have begun to stabilize while the cost of conducting gaming continues to rise. As a result, the available revenue for allocation for activities identified in a Revenue Allocation Plan is reduced over time. Further, neither retail nor grant related income has increased to cover the gap created by increasing expenses. Although utilities, building maintenance costs, and programing costs continue to rise, the largest impact on the budget remains the employment base. As employee longevity with the Tribe increases, the salary and benefits continue to

increase, including accruals and use of personal and vacation time. Therefore, even if all other expenses in the budget remained the same, the cost of conducting business and programming would continue to increase. Members are also encouraged to review the March 3, 2015, legal opinion "Petition – Genskow – Budget Development" for further information regarding the budgeting processes.

Financial Constraints
The Oneida Tribe budgets each year for activities based on estimated revenues from Tribal enterprises. In addition to revenues, the Tribe has borrowed funds to construct various facilities – Oneida Health Center, Anna John nursing facility, and various utilities for example – as well as to invest in economic opportunities. The Oneida Business Committee has approved the Treasurer's goal regarding paying down debt in an aggressive manner. This will reduce the overall cost of borrowing funds by reducing interest charged on the debt as well as keeping the rate of interest low during the borrowing period as the Federal Reserve Board begins increasing interest rates over the next year.

The bank loans and bonding require the Tribe to maintain certain financial conditions during the borrowing period. For example, the Tribe must have an adopted budget by a deadline or fines are assessed by the lenders. Further, there may be requirements to maintain certain debt ratios, develop levels of reserve funding, and maintain existing assets which are functioning as collateral for the bank loans and/or bonds. Members are encouraged to read the financial analysis to determine the impact of the proposed petition on these loans and bonds.

Finally, revenue streams from both gaming operations and retail operations have been utilized as collateral to obtain funding. For example, the retail revenues are collateral for a bond issuance which, in part, paid to construct the Anna John facility. It is not possible to disrupt the operations of these enterprises without unduly impacting the loan and/or bond agreements. Again, members are encouraged to review the financial analysis for this petition as well as the analysis submitted for the John Powless, Jr. petition, to obtain a clearer picture of the impact of the proposed petition.

Finally, nearly every Treasurer has identified that in creating a balanced budget some programming needs must go unfulfilled. Further, the Chief Financial Officer has spoken of a "structural deficit" defined as operational needs exceeding revenues prior to beginning the budget process requiring the organization to begin budgeting by reducing overall expenses; in the FY2015 budget, this was up to 12%, the FY2016 budget the reduction was similar. In the past, the Oneida Business Committee has worked to finalize balancing the budget prior to presentation to the General Tribal Council. The FY2016 budget was primarily balanced by the direct reports and members of boards, committees and commissions. In both circumstances, the budget was balanced by reducing funding to building maintenance and repair that is beginning to have a long term impact on the functionality of buildings and increasing the overall costs of repairs when they are eventually able to be budgeted. The budget has also been balanced by pushing back capital improvement processes intended to create improved facilities for conducting programs.

Per Capita Ordinance

After many years of per capita payments the Oneida Business Committee adopted the Per Capita law in 2000 in response to reoccurring questions arising during the adoption of per capita payments by the General Tribal Council.[3] The goal was to, "have a consistent methodology for issuance of per capita payments[.]" *Sec. 9.1-2.* The ordinance standardizes such issues as eligibility to receive a payment (when enrolled, what age, if deceased), when the payments are made, and provides limited reasons to attach a per capita payment. In addition, to comply with the requirements for approval of a Revenue Allocation Plan, the ordinance addresses how the interests of minors and incompetent adults are protected. The Per Capita law was adopted in conformance with the delegated authority in the Administrative Procedures Act.[4]

The Per Capita law identifies that per capita payments will be made on or before September 30th. *Sec. 9.5-3(d).* The purpose of setting a payment date is to allow appropriate budgeting and cash management practices. This allows the per capita payment funds to be accrued over the entire year, to ensure cash availability for operational costs (i.e. payroll, program services, taxes, etc.), and to reduce losses in early or untimely withdrawals from various investments.

The Per Capita law also identifies when an individual is eligible to receive a per capita.

- If enrolled and file a payment request form[5] by July 1st. *Sec. 9.5-3(b).*
- If not enrolled, then -
  - Must file an application for enrollment prior to January 31st; and
  - Enrollment must be approved by Oneida Business Committee prior to March 31st; and
  - New member must file a payment request form filed by July 1st. *Sec. 9.5-3(a).*
- If deceased, must have filed a payment request form by July 1st. *Sec. 9.5-4.*

In addition, minors and incompetent adult payments are addressed in section 9.6 regarding deposits, early withdrawals, and when dispersed.

The Oneida Business Committee received a request to consider authorizing attachments to per capita payments regarding child support arrears. In addition, the Tribe receives tax levies from the federal government from time to time. Finally, there are members who owe a debt to the Tribe regarding a program payment, retail purchase, theft from the Tribe, and on occasion, fines. The Oneida Business Committee considered each of these issues and the public hearing comments as presented by the Legislative Operating Committee. The Oneida Business Committee adopted amendments to the Per Capita law which authorized these three exceptions and prohibited all other attachments. *Sec. 9.4-6.* The law requires attachment requests to be filed with the Judiciary prior to July 1st and the Judiciary to issue attachment orders on or before August 1st. The attachment orders are made in priority order of child support arrears, debt owed to the Tribe, and federal tax levies. If the attachment request is not made by July 1st, there are no exceptions to late filing.

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[3] See, for example, April 9, 1999, Special General Tribal Council minutes regarding minor's trust funds and pooled accounts.

[4] The Administrative Procedures Act was superseded by the Legislative Procedures Act adopted by the General Tribal Council by resolution # GTC-01-07-13-A. Both laws delegated authority to the Oneida Business Committee to adopt legislation in conformance with those procedures.

[5] The payment request form verifies the correct mailing address for the member and identifies whether the member wishes the Tribe to withhold federal taxes from the payment.

Finally, section 9.4-3 of the law requires per capita payments to be made only pursuant to the direction of the General Tribal Council "through adoption of a resolution." There have been payments made since adoption of the law by motion of the General Tribal Council. In those circumstances, to comply with the Per Capita law, the Oneida Business Committee has adopted a resolution setting forth the per capita payment directive of the General Tribal Council.

Analysis

The petition proposes consideration of a per capita payment. It is within the authority of the General Tribal Council to approve such payments. However, it is not clear the ongoing financial impact regarding this per capita payment request. This is especially critical regarding the inability of the Tribe to provide the normal maintenance and repair of existing facilities of the Tribe. As a result, while such a per capita payment can be directed, and in the past the Oneida Business Committee has presented budgets which met those per capita directives, the result has been an ongoing cycle of deterioration of facility management in order to avoid reduction in services or employee lay-offs.

The Per Capita law was generated to provide answers to common questions regarding per capita payments in a consistent manner. Further, the law was intended to set forth elements required under federal laws and regulations such as the protection of interests of minors and incompetent adults as well as how a per capita is allocated. To the extent that the petition does not contain a resolution in compliance with the Per Capita law, the Oneida Business Committee has been able to provide corrective actions to adopt a resolution.

Conclusion

Adoption of a per capita payment is reserved to the General Tribal Council under the Per Capita law. The petition presents a request that is within the authority of the General Tribal Council to take up.

If the action is properly presented for adoption by the General Tribal Council, it will require a simple majority vote if included in the FY2017 budget prior to its adoption.

Members are encouraged to review the financial analysis regarding the impact on the Tribe in conjunction with this opinion. It is possible that the financial analysis may identify that it is not financially possible to make the requested per capita payment which would result in a motion to adopt the per capita payment out of order.

If you have further questions, please contact me.

Oneidas bringing several hundred bags of corn to Washington's starving army at Valley Forge, after the colonists had consistently refused to aid them.

ONEIDA TRIBE OF INDIANS OF WISCONSIN

UGWA DEMOLUM YATEHE Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possible.

ONEIDA FINANCE OFFICE
Office: (920) 869-4325 • Toll Free: 1-800-236-2214
FAX # (920) 869-4024

MEMORANDUM

DATE: March 3, 2016

FROM: Larry Barton, Chief Financial Officer

TO: Oneida Business Committee

RE: **Fiscal Impact of Metivier Petition – Per Capita Payment**

I. Background

A petition was submitted on February 19, 2016 and verified by the Enrollment Department. The Business Committee took action at the March 9th meeting. The petition contains the following: *"GTC directs OBC to pay $2,000 per capita beginning budget year 2017, 2018, 2019, 2020, and 2021";*

To provide the analysis for this petition, Finance utilized the background information provided in the analysis for the John Powless, Jr. Per Capita petition submitted on February 10, 2016.

Membership

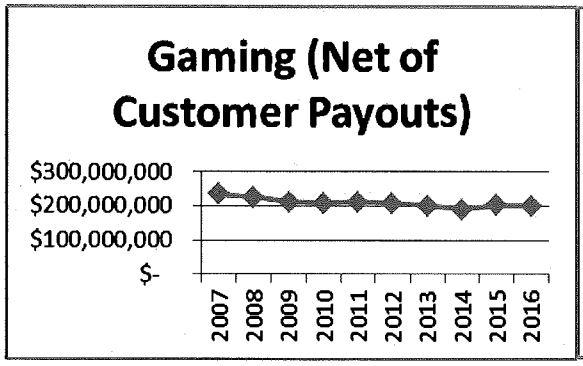
As of December 31, 2015, according to the Oneida Enrollments Department, there are currently 17,114 enrolled Oneida Tribal members. The current Per Capita Distribution Plan was approved in Fiscal Year 2014 for 3 years at $1,000 annually for each member.

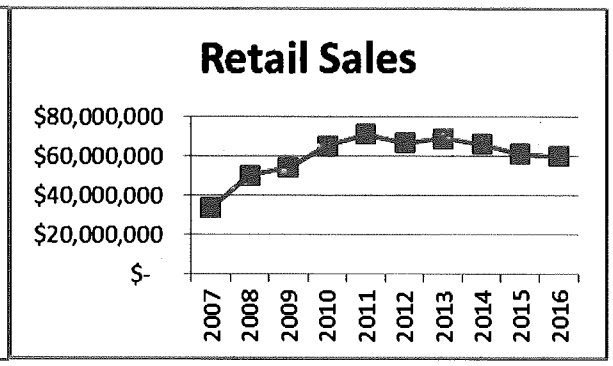
Current Per Capita	Estimated impact of the per capita petition		2016	2017	5 Year Total
	Average Expense to hold a GTC Meeting		$220,000		$ 220,000
17,114	Current Tribal Members	17,114			
$1,000	Proposed Per Capita Payment	$ 2,000			
$17,114,000	Sub Total			$34,228,000	$ 171,140,000[1]
$17,114,000	Total				$ 171,360,000

[1] The five year estimate is based on the current number of Tribal members held constant, not actuarial projections of future membership.

Current Financial Condition

First, Gaming and Retail Revenues, the primary source of funds which financially drive Tribal Operations, have been on a declining trend over the last few years. Net profit within the fiscal year 2017 forecast from Gaming is projected to be $100,386,964. Net profit within the fiscal year 2017 forecast for Retail is projected to be $8,125,155. This totals approximately $108,512,119 to fund Tribal operations, debt payments, and General Tribal Council mandates.





Fixed and mandated expenses for Fiscal Year 2017 are currently projected to be;

- General Per Capita* $17,127,000
- Education $14,339,585
- Debt Payments (principal and interest) $11,902,044
- Elder Per Capita $ 5,080,000
- General Tribal Council meeting stipends $ 2,700,000
- Required set aside for Bond repayment $ 1,001,073
- Elder Trust Fund Transfer $ 500,000
- Elder OLIPP Premiums Funding $ 500,000
- Burial Expenses for Minor Members $ 17,500

Total of $ 53,167,202

The remaining balance of Tribal Contribution is approximately $ 55,344,917 to fund programs and services.

*The General Per Capita payment amount as of the date of writing this analysis hasn't been approved by General Tribal Council. At a minimum, it is anticipated the $1,000 from the previous per capita plan will continue.

Adoption of the petitioner's resolution would change the fixed and mandated expenses for Fiscal Year 2017 to be;

- General Per Capita $34,228,000
- Education $14,339,585
- Debt Payments (principal and interest) $11,902,044
- Elder Per Capita $ 5,080,000

- General Tribal Council meeting stipends $ 2,700,000
- Required set aside for Bond repayment $ 1,001,073
- Elder Trust Fund Transfer $ 500,000
- Elder OLIPP Premiums Funding $ 500,000
- Burial Expenses for Minor Members $ 17,500

Total of $ 70,268,202

Assuming passage by GTC of this petition, Tribal Contribution remaining to fund programs and services is approximately $ 38,243,917.

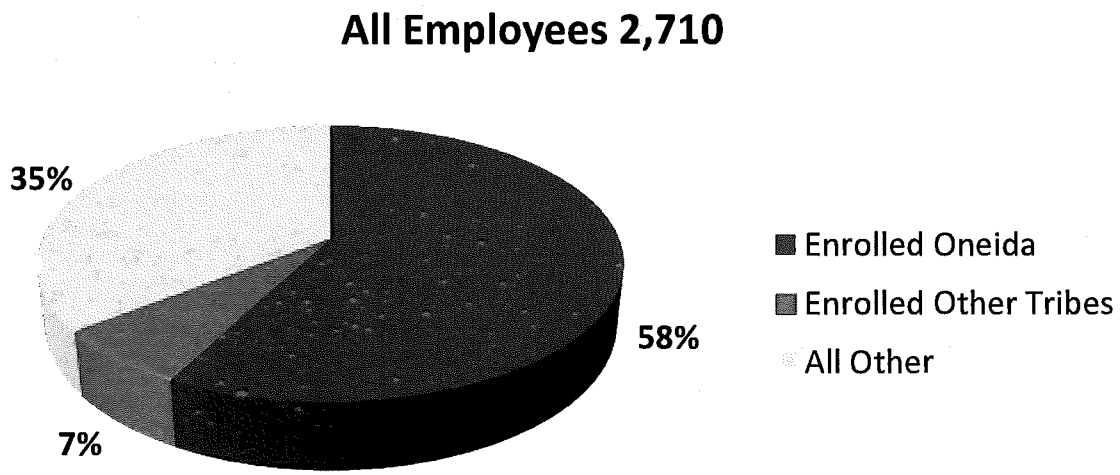
The Fiscal Year 2017 forecast has a total need of $55,019,974 in Tribal Contribution to fund programs and services. Adoption of the petitioner's resolution would require operations to cut $16,776,057 from current programs and services. Additional cuts would need to be made to fund requests Gaming equipment, Operational equipment, Land Acquisition, Technology Projects, or Capital Improvement Projects dollars in the budget.

Gaming Net Profit	$100,386,964
Retail Net Profit	+$8,125,155
Available Tribal Contribution	$108,512,119
General Per Capita	-34,228,000
Education	-14,339,585
Debt Payment	-11,902,044
Elder Per Capita	-5,080,000
General Tribal Council stipends	-2,700,000
Required Set Aside for Bond Repayment	-1,001,073
Elder Trust Fund Transfer	-500,000
OLIPP Elder Premiums Funding	-500,000
Burial Expenses For Minor Members	-17,500
Tribal Contribution Remaining for Programs and Services	38,243,917
Tribal Contribution Funding Request in FY2017 Forecast	-55,019,974
Cuts needed to Tribal Contribution Funding Request in FY2017	(16,776,057)

Employment

According to Oneida Human Resources Department, as of December of 2015, the Tribe employed 2,710 employees. Of that, 1,564 are Tribal members; 182 are enrolled in a different Tribe; and 964 are non-Tribal. Utilizing an average wage of $18.89 per hour with a 35% fringe rate, approximately 317 employees funded with Tribal Contribution would need to be laid off to cover the increased cost of the per capita payment.

Average wage per hour	$18.89
Average fringe rate per (35% of $18.89)	6.61
Total hourly cost per employee	$25.50
Multiply by total hours paid per year (Five 8 hour days per wk.)	2,080
Total Annual Cost	$53,040
Multiply by 317 employees	16,813,680



A lay-off would have an additional impact to unemployment compensation as the Tribe is in the self-reimbursing program within the State of Wisconsin. Unemployment claims for laid-off employees would be billed to the Tribe and would become an added expense for the Tribe.

Mortgage Receivables

Currently the Division of Land Management oversees various loan programs for Tribal members that assist with ownership and repair. The balance of this revolving loan program is approximately $26,635,433.84 and there are currently 420 loans held by Tribal members and 244 members who hold loans with Division of Land Management are also Tribal employees. While the approval of the petition would result in an increased per capita payment for the five years indicated in the resolution, in the long term the petition has the potential to result in lay-offs and therefore, impact the member's ability to pay their debt in the long term. A report from NeighborWorks states job loss or reduced income as the number one reason why homeowners face foreclosure. A high foreclosure rate would have a detrimental impact the revolving loan fund and hinder the Division of Land Management's ability to provide future mortgage loans. Also, any resulting loss of revenue directly impacts the Tribe's land acquisition funds. This risk exposure is defined as systemic risk which can compound detrimental financial impact. Further elements of risk may become apparent but are not currently identified.

Programs & Services
Funding the Per Capita petition without an impact to jobs, programs, and services is not possible as the Tribe doesn't have an unrestricted cash reserve equal to the fiscal impact of the petition and Tribal Contribution from Gaming and Retail is anticipated to be flat or a slight decline in the next five years. The decision of which specific jobs, programs or services would need to be cut would be a leadership and management decision. Considerations should be given to how a mass lay off-would impact the remaining workforce morale and overall residual impact, or feeling of job security.

Benefits
Many programs that serve the membership are income based. The following needs-based programs may be affected by an increased Per Capita distribution:

- Supplemental Security Income (SSI) based on age
- Supplemental Security Income (SSI) based on disability
- Need- based Veteran's benefits
- Medicare Buy-In Programs (Qualified Medicare Beneficiary (QMB) , Specified Low-Income Medicare Beneficiary (SLMB), and Specified Low Income Beneficiary Plus (SLMB+))
- Wisconsin FoodShare
- Medical Assistance
- USDA Food Distribution Program on Indian Reservations (FDIPR)
- W-2
- Temporary Aid for Needy Families
- Section 8 / Housing Assistance Voucher Program (at this time, not Oneida Housing Authority)
- Title V
- Other

Risk

- **Credit Covenant Compliance (Bank Loan)**
  The line of credit agreement with Bank of America Merrill Lynch has a compliance requirement termed a Fixed Charge Coverage Ratio. This is a calculation of the amount of Gaming earnings before interest, taxes and depreciation/amortization (EBITDA) left after all transfers to the Tribe for and debt payments. If debt were used as the funding source for the petition it would be result in the Fixed Coverage Charge Ratio being reduced to .79 to 1. The Tribe's minimum permissible ratio is 1.05 to 1. As a result the action may result in a default being declared by Bank of America, penalties being applied, or the loan being called.

- **Future Credit Underwriting/Rating**
  Adding the full impact of petition as new debt would increase total debt load by $85.6 million. The Tribe doesn't have access to this level of debt. While this is slightly less than the trend of Gaming earnings before interest, taxes, and depreciation/amortization (EBITDA) every year and it would decrease the strength of the Tribe's balance sheet and most likely would result in higher pricing for risk adjusted interest rate we would pay for our debt service needs. This would result increase the total cost of any new debt issued by the Tribe.

- **Credit default of Bank Loans may necessitate liquidating assets**
  As indicated above, if the Tribe added $85.5 million in new debt, we would be in a situation of non-compliance with our Fixed Charge Coverage Ratio debt covenant. If we cannot find a means to bring the Tribe back into compliance, that could trigger an Event of Default. One Event of Default on any of the four existing debt agreements can cause a cascading effect of a Default on the remaining agreements. This would force the Tribe to raise cash by liquidating (selling) assets sufficient to raise enough cash to pay off all $65.05 million in debt (plus any new debt taken in order to pay out a $34.2 per capita distribution) at one time.

- **Unrestricted Net Assets**
  The Fiscal Year 2015 Audited Financial Statements show a balance of $82.2 million in Unrestricted Net Assets. The total cash and short term investments included in this category is $37.2 million, an amount substantially lower than the fiscal impact of the petition.

- **Government Financial Officers Association (GFAO) Best Practices**
  The Appropriate Level of Unrestricted Fund Balance in the General Fund best practice advises governments that it is essential that governments maintain adequate levels of fund balance to mitigate current and future risks (i.e. revenue shortfalls and unanticipated expenditures). Discussion on the adequate level within this statement notes, "The adequacy of unrestricted fund balance in the general fund should take into account each government's own unique circumstances. For example, governments that may be vulnerable to natural disasters, more dependent on a volatile revenue source, or potentially subject to cuts in state aid and/or federal grants may need to maintain a higher level in the unrestricted fund balance." The Tribe's revenues from Gaming have varied significantly from year to year and funding for many programs and services are subject to cuts in State aid and Federal grants annually. (Appropriate Levels of Unrestricted Fund Balance in the General Fund Best Practice Statement; Government Finance Officers Association; September 2015.)

  Achieving a Structurally Balanced Budget best practice advises governments to adopt rigorous policies aimed at achieving and maintaining a true structurally balanced budget. A structurally balanced budget is when recurring revenues are equal to recurring expenses.

  Determining the Appropriate Levels of Working Capital In Enterprise Funds best practice advises governments that under no circumstances should the target for working capital be less than forty-five (45) days' worth of annual operating expenses and other working capital needs of the enterprise fund. A target of forty-five days would only be appropriate for those enterprise funds with the lowest amount of need for a buffer or safety net. Adoption of the petition will deplete working capital levels resultant in elevated risk to the community and organization.

Future Outlook
There is substantial financial insecurity in fiscal year 2017 and beyond due to the recurrent $29-35 million structural budget deficit and variability in Gaming revenues. The result in the budgets for fiscal year 2017 and beyond is Cost Containment. If Gaming revenues decline substantially, there is an increased risk to the funding for General Tribal Council mandates in future budgets as well as funding any Capital Improvement Projects (CIP). The current budget forecast for fiscal year 2017 starts with a negative variance of approximately $29.65 million

II. Executive Summary of Findings

A mandated expenditure of this level presents several financial risk management issues and would be deemed fiscally irresponsible.

Since the peak in revenue in 2007 to today, Gaming revenue has fallen 19% (nineteen percent). The economic recession has forced the organization to both implement cost containment measures as well as find long-term sustainable ways to decrease expenses such as payroll and other fixed expenses. This trend is alarming and continued spending at the present rate is unsustainable.

According to the Indian Gaming and Reorganization Act, the authorized uses for "net revenues from any tribal gaming" in 25 U.S.C. section 2710(b)(2)(B), subsections (i) through (v). Subsection ii states *"to provide for the general welfare of the Indian tribe and its members"* In 2015, 40.47 % of Gaming net revenues went to General welfare and 17.76 % to per capita. Therefore over 58% of the funding in 2015 was used for direct member benefits, programs, and services.

III. Financial Impact

The financial impact if this Petition is adopted ranges from $34.2 million to $53.86 million depending on the funding mechanism. If there is to be an increase in per capita spending due to adoption of this Petition, failure to counteract by significant reductions in jobs and services runs the risk of putting the Tribe in non-compliance with the covenants of our debt agreements. Should such an event of default occur, there is the potential of forcing the Tribe to liquidate assets in order to pay down the additional $65.05 million in consolidated long term debt within a very short period of time. The total therefore would be $ $118,910,000 in the event of bank loan default. Future ability to source loan capital for future projects will be negatively impacted.

IV. Recommendation

Because of our fiduciary responsibility to the Oneida Tribe and General Tribal Council, the Finance Department is compelled to recommend the denial of this Petition. Finance is in opposition to this petition and cannot recommend a Per Capita plan that would seek to increase spending on Per Capita without an identified recurring source of funding.

ONEIDA GENERAL TRIBAL COUNCIL

AGENDA

1. **WELCOME AND OPENING PRAYER**

2. **ANNOUNCEMENTS AND CALL MEETING TO ORDER**

3. **ADOPT THE AGENDA**

4. **NEW BUSINESS**

   A. **Petitioner John E. Powless Jr.** *submitted 06/17/2015*
   Per capita payment (single payment)

      1) Petitioner Presentation
      2) Business Committee Recommendation
      3) Discussion and Action

   B. **Petitioner Yvonne Metiver** *submitted 02/19/2016*
   Per capita payment FY-2017 to FY-2021

      1) Petitioner Presentation
      2) Business Committee Recommendation
      3) Discussion and Action

   C. **FY-2017 to FY-2021 per capita payment proposal**
      1) Presentation
      2) Discussion and Action

5. **ADJOURN**

DRAFT

DRAFT

SPECIAL MEETING

Monday, May 23, 2016

6:00 p.m.

LOCATION

Radisson Hotel & Conference Center
2040 Airport Dr., Green Bay, WI

DIRECTIONS

Radisson Website:
http://www.radisson.com/green-bay-hotel-wi-54313/greenbay

Map Quest Directions:
www.mapquest.com/us/wisconsin/hotels-motels-green-bay/radisson-hotel-conference-center-304148266

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: General Tribal Council

☐ Accept as Information only

☒ Action - please describe:

Determine appropriate date for the 2016 Semi-Annual GTC meeting.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. 2015-2016 GTC Backwards Schedule
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Lisa Liggins, Executive Assistant II
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

TO: ONEIDA BUSINESS COMMITTEE
FROM: LISA SUMMERS, SECRETARY
DATE: FEBRUARY 25, 2016
RE: 2016 SEMI-ANNUAL GTC MEETING DATE

The memo is intended to provide you with information relative the scheduling of the 2016 Semi-Annual GTC meeting.

Background
The dismissal of the IBIA appeal to the results of the Secretarial Election were formally accepted by the Oneida Business Committee (OBC) on February 24, 2016. The internal team is in the process of implementing the five (5) constitutional amendments.

In part, amendment E removed the "first Monday" of the month requirement for the General Tribal Council (GTC) meetings held in January and July (these regular GTC meeting are generally referred to as the "Annual GTC meeting" and the "Semi-Annual GTC meeting", respectively).

The Semi-Annual GTC meeting is currently scheduled for July 4, 2016.

My office has inquired with the Radisson Hotel & Conference Center to determine other potential dates that are open in their schedule. We've identified Sunday, July 17, 2016, as an option.

Requested Action
1. Determine appropriate date for the 2016 Semi-Annual GTC meeting.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

2015-2016 GTC Meeting Backward Schedule – updated 3/23/2016

GTC Meeting Date	Description	10 Day Notice Date *(includes weekends)*	*5 business days* for Post Office – Mail Date	Material to Printing and Mail Center *(10 business days)*	Approve at BC Agenda
Monday, May 23 *6 pm*	*Saved Date*	*Friday, May 13, 2016*	*Friday, May 6, 2016*	*Friday, April 22, 2016*	*Wednesday, April 13, 2016* *BC Agenda Submission due:* *Tues., Apr. 5*
Monday, June 13 *6 pm*	*Saved Date*	*Friday, June 3, 2016*	*Thursday, May 26, 2016*	*Thursday, May 12, 2016*	*Wednesday, May 11, 2016* *BC Agenda Submission due:* *Tues., May 3*
Monday, July 4 10 am	Saved Date	Friday, June 24, 2016	Thursday, June 16, 2016	Wednesday, June 1, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Tuesday, July 5 6 pm	Saved Date	Saturday, June 25, 2016	Monday, June 20, 2016	Monday, June 6, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Wednesday, July 6 6 pm	Saved Date	Sunday, June 26, 2016	Monday, June 20, 2016	Monday, June 6, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Thursday, July 7 6 pm	Saved Date	Monday, June 27, 2016	Tuesday, June 21, 2016	Tuesday, June 7, 2016	Wednesday, May 25, 2016 *BC Agenda Submission due:* *Tues., May 17*
Sunday, July 17 10 am	Saved Date	Thursday, July 7, 2016	Wednesday, June 29, 2016	Wednesday, June 15, 2016	Wednesday, June 8, 2016 *BC Agenda Submission due:* *Tues., July 31*
Wednesday, August 10 6 pm	Saved Date	Sunday, July 31, 2016	Monday, July 25, 2016	Monday, July 11, 2016	Wednesday, June 22, 2016 *BC Agenda Submission due:* *Tues., June 14*

2015-2016 GTC Meeting Backward Schedule – updated 3/23/2016

GTC Meeting Date	Description	10 Day Notice Date *(includes weekends)*	*5 business days* for Post Office – Mail Date	Material to Printing and Mail Center *(10 business days)*	Approve at BC Agenda
Monday, August 22 6 pm	Saved Date	Friday, August 12, 2016	Friday, August 5, 2016	Friday, July 22, 2016	Wednesday, July 13, 2016 *BC Agenda Submission due: Tues., July 5*
Sunday, August 28 10 am	Saved Date	Thursday, August 18, 2016	Thursday, August 11, 2016	Thursday, July 28, 2016	Wednesday, July 27, 2016 *BC Agenda Submission due: Tues., July 19*
Sunday, September 4 10 am	Saved Date	Thursday, August 25, 2016	Thursday, August 18, 2016	Thursday, August 4, 2016	Wednesday, July 27, 2016 *BC Agenda Submission due: Tues., July 19*
Tuesday, September 6 6 pm	Saved Date	Saturday, August 27, 2016	Monday, August 22, 2016	Monday, August 8, 2016	Wednesday, July 27, 2016 *BC Agenda Submission due: Tues., July 19*
Monday, September 19 10 am	Budget	Thursday, September 8, 2016	Tuesday, August 30, 2016	Friday, August 12, 2016	Wednesday, August 10, 2016 *BC Agenda Submission due: Tues., Aug. 2*
Sunday, October 2* 10 am/6 pm	Saved Date	Thursday, September 22, 2016	Thursday, September 15, 2016	Wednesday, August 31, 2016	Wednesday, August 24, 2016 *BC Agenda Submission due: Tues., Aug. 16*
Sunday, October 9* 10 am/6 pm	Saved Date	Thursday, September 29, 2016	Thursday, September 22, 2016	Thursday, September 8, 2016	Wednesday, August 24, 2016 *BC Agenda Submission due: Tues., Aug. 16*
Sunday, October 16* 10 am/6 pm	Saved Date	Thursday, October 6, 2016	Thursday, September 29, 2016	Thursday, September 15, 2016	Wednesday, Sept. 14, 2016 *BC Agenda Submission due: Tues., Sept. 6*

2015-2016 GTC Meeting Backward Schedule – updated 3/23/2016

GTC Meeting Date	Description	10 Day Notice Date *(includes weekends)*	*5 business days* for Post Office – Mail Date	Material to Printing and Mail Center *(10 business days)*	Approve at BC Agenda
Sunday, October 23* 10 am/6 pm	Saved Date	Thursday, October 13, 2016	Thursday, October 6, 2016	Thursday, September 22, 2016	Wednesday, Sept. 14, 2016 *BC Agenda Submission due: Tues., Sept. 6*
Monday, October 24 6 pm	Saved Date	Friday, October 14, 2016	Friday, October 7, 2016	Friday, September 23, 2016	Wednesday, Sept. 14, 2016 *BC Agenda Submission due: Tues., Sept. 6*
Sunday, October 30* 10 am/6 pm	Saved Date	Thursday, October 20, 2016	Thursday, October 13, 2016	Thursday, September 29, 2016	Wednesday, Sept. 28, 2016 *BC Agenda Submission due: Tues., Sept. 20*
Saturday, November 19 10 am	Special	Wednesday, November 9, 2016	Tuesday, November 1, 2016	Monday, October 17, 2016	Wednesday, October 12, 2016 *BC Agenda Submission due: Tues., Oct. 4*

**for Sunday dates in October, in the event of home Packers game, Great Lakes & Iroquois North will be unavailable in the morning*

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 9 / 16

2. General Information:

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

Agenda Header: General Tribal Council

☐ Accept as Information only

☒ Action - please describe:

Forward the attached Oneida Higher Education Scholarship (Law) and supporting documents to the Oneida General Tribal Council for consideration.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☐ Other:

1. Resolution and Statement of Effect
2. Analysis and Law
3. Fiscal Impact Statement
4. Draft Student Handbook - FYI ONLY

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Council Member

Primary Requestor: Submitted by: Krystal John, Staff Attorney/Legislative Reference Office

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Tribe of Indians of Wisconsin

Legislative Reference Office
P.O. Box 365
Oneida, WI 54155
(920) 869-4376
(800) 236-2214
http://oneida-nsn.gov/LOC

Committee Members
Brandon Stevens, Chairperson
Tehassi Hill, Vice Chairperson
Fawn Billie, Councilmember
David P. Jordan, Councilmember
Jennifer Webster, Councilmember

Memorandum

To: Oneida Business Committee
From: Brandon Stevens, LOC Chairperson
Date: March 9, 2016
Re: Oneida Higher Education Scholarship Law

Please find the following attached backup documentation for your consideration of the new Oneida Higher Education Scholarship Law:

1. Resolution: Oneida Higher Education Scholarship (Law)
2. Statement of Effect: Oneida Higher Education Scholarship (Law)
3. Oneida Higher Education Scholarship (Law) Legislative Analysis
4. Oneida Higher Education Scholarship (Law)
5. Oneida Higher Education Scholarship Law Fiscal Impact Statement
6. Oneida Higher Education Student Handbook DRAFT – FYI ONLY – to be adopted by the Oneida Higher Education Office pursuant to the Administrative Rulemaking (Law) following GTC adoption of the Oneida Higher Education Scholarship Law

Overview

This Resolution adopts a new Oneida Higher Education Scholarship Law. This Law:

- Identifies the duties and responsibilities of the Oneida Higher Education Office (OHE);
- Lists the eligibility and requirement factors for being awarded a Scholarship;
- Sets the length of funding limits;
- Identifies the tiered funding systems with maximum funding caps;
- Provides a mechanism and terms under which OHE may provide an exception to the requirements contained in the Law and the student handbook;
- Outlines when appeals are available and provides a general appeal procedure;
- Delegates rulemaking authority to OHE to create a student handbook to implement the Law in greater detail, provided that the handbook must comply with this Law and the GTC resolutions.

In accordance with the Legislative Procedures Act, a public meeting was held regarding these amendments on October 29, 2015 and the comments received during that process were consider by the LOC at work meetings held on November 23, 2015 and December 1, 2015.

Requested Action
Forward the Resolution: Oneida Higher Education Scholarship (Law) to the Oneida General Tribal Council for consideration.

GTC Resolution _____

Oneida Higher Education Scholarship (Law)

WHEREAS, the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and

WHEREAS, the Oneida General Tribal Council is the governing body of the Oneida Nation; and

WHEREAS, the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Nation Constitution by the Oneida General Tribal Council (GTC); and

WHEREAS, the Oneida Business Committee directed the Legislative Operating Committee to develop a Higher Education Scholarship (Law) that would codify the General Tribal Council Resolutions into a law and provide a consistent methodology for awarding higher education scholarships so that the Nation is able to provide educational opportunities to Tribal members and award scholarships in a consistent and fiscally responsible manner; and

WHEREAS, the Oneida Higher Education Scholarship (Law) includes the requirements found in GTC Resolutions related to eligibility, student participation requirements and the tiered funding system, including maximum funding caps and length of eligibility; and

WHEREAS, the Law includes an exception provision which allows the Oneida Higher Education Office to waive select clearly identified requirements of the Law under narrow grounds and on a case-by-case basis in accordance with a standard operating procedure that the Oneida Higher Education Office shall develop prior to issuing any exceptions; and

WHEREAS, the Law provides the grounds under which a student may appeal a decision made by the Oneida Higher Education Office, which levels of appeal are available, and which parties are responsible for considering each level of appeal; and

WHEREAS, the Law delegates the authority to the Oneida Higher Education Office to develop a Higher Education Student Handbook to provide additional rules related to the implementation of this Law pursuant to the process contained in the Administrative Rulemaking Law; and

WHEREAS, a public meeting on this Law was held on October 29, 2015 in accordance with the Legislative Procedures Act.

NOW THEREFORE BE IT RESOLVED, that the attached Oneida Higher Education Scholarship (Law) is hereby adopted.

Oneida Tribe of Indians of Wisconsin
Legislative Reference Office

Krystal L. John, Staff Attorney
Douglass A. McIntyre, Staff Attorney
Taniquelle J. Thurner, Legislative Analyst
Maureen Perkins, LTE Legislative Analyst

P.O. Box 365
Oneida, WI 54155
(920) 869-4376
(800) 236-2214
https://oneida-nsn.gov/Laws

Statement of Effect
Resolution: Oneida Higher Education Scholarship (Law)

Summary

This Resolution adopts the Oneida Higher Education Scholarship (Law). This is a new Law that:

- Identifies the duties and responsibilities of the Higher Education Office which include awarding scholarships, developing and maintaining rules and regulations to carry out this Law pursuant to the Administrative Rulemaking Law and developing and maintaining a system of internal controls for the Higher Education Office *[See 401.4-1]*.
- Lists the eligibility and requirements for an applicant seeking a scholarship *[See 401.5]*.
- Sets the length of funding, identifies the different tiered funding systems and explains how the scholarship amount is determined *[See 401.6]*.
- Allows the Higher Education Office to make exceptions to eligibility, requirements and length of funding on a case-by-case basis. The Higher Education Student Handbook sets out the exception process *[See 401.7-2 & 401.7-3]*.
- Allows an applicant to appeal a scholarship decision only if he/she can show the Higher Education Office failed to abide by this Law and/or the Higher Education Student Handbook *[See 401.9-1]*.
- Provides the grounds under which an applicant may appeal a decision made by the Higher Education Office, the levels of appeal available, and identifies which parties are responsible for hearing each level of appeal *[401.9-2]*.

Submitted by Krystal L. John, Staff Attorney, Legislative Reference Office

Analysis from Legislative Reference Office

The Oneida Business Committee directed the Legislative Operating Committee to develop a Higher Education Scholarship Law that would formalize the General Tribal Council (GTC) Resolutions and provide a consistent methodology for awarding higher education scholarships in a consistent and fiscally responsible manner.

This Law incorporates the requirements found in GTC Resolutions that relate to eligibility, student participation requirements and the tiered funding system, including the maximum funding caps and length of eligibility.

Although not directed by GTC, this Law provides an exception procedure and formalizes an appeals process for applicants dissatisfied with decisions made by the Oneida Higher Education Office.

The Oneida Higher Education has been issuing exceptions to students under certain circumstances, however, because the GTC has not provided direction on how to offer exceptions, this Law identifies what exceptions are available and the general process by which the Higher Education Office may consider issuing an exception. Under the Law, an applicant may request an exception to the good standing requirement [*see* 401.5-1(b)], the requirement that the scholarship be for a degree in a higher funding tier than a previously earned degree [*see* 401.5-(e)], the requirement to complete a FAFSA form [*see* 401.5-2(a)], and/or the maximum lengths of funding [*see* 401.6-1]. In addition, this Law requires the Higher Education Office to develop a standard operation procedure prior to issuing any exceptions pursuant to the Law.

This Law formalizes an appeal process and requires the Higher Education Office to develop additional rules to govern the process.

Once this Law is adopted by the General Tribal Council, the Oneida Higher Education Office may implement the attached draft Oneida Higher Education Student Handbook pursuant to the Administrative Rulemaking Law.

Conclusion

Adoption of this Resolution would not conflict with the Nation's law.

Oneida Higher Education Scholarship

Analysis by the Legislative Reference Office					
Title	Oneida Higher Education Scholarship (Law)				
Requester	OBC Referral	**Drafter**	Krystal L. John	**Analyst**	Candice E. Skenandore
Reason for Request	The Higher Education Office proposed funding changes. The OBC requested a legislative analysis and directed that the LOC look at codifying the rules created by the Department, which currently governs how the Department disburses higher education funding in accordance with GTC directives.				
Purpose	The purpose of this Law is to implement a scholarship program that is compliant with GTC directives and to specify the funding requirements and procedural controls *[See 401.1-1]*.				
Authorized/ Affected Entities	Higher Education Office, Area Manager of Education & Training or equivalent Governmental Services Division Director or equivalent, and any eligible Tribal member seeking a scholarship				
Due Process	A student can appeal a scholarship decision to the review panel, if dissatisfied with the review panel's decision; the student can appeal to the Division Director. The Division Director's decision is final *[See 401.9]*.				
Related Legislation	Higher Education Student Handbook, Higher Education Office's system of internal controls				
Policy Mechanism	Higher Education Scholarships				
Enforcement	The Higher Education Office can place a student who violates this Law or fails to comply with the Higher Education Student Handbook on probation or suspension *[See 401.8-1]*.				

Overview

This is a new Law that:

- Identifies the duties and responsibilities of the Higher Education Office which includes awarding scholarships pursuant to this Law, developing and maintaining rules and regulations to carry out this Law pursuant to the Administrative Rulemaking Law and developing and maintaining a system of internal controls for the Higher Education Office *[See 401.4-1]*.
- Lists the eligibility and requirements for an applicant seeking a scholarship which includes being a Tribal member; be in good standing; be accepted to an accredited vocational program, college or university; seek a scholarship for semesters/terms which have not already ended or been completed and seek a scholarship for a degree that is categorized in a funding tier that is higher than the funding tier of a previously earned degreed *[See 401.5]*.
- Sets the length of funding, identifies the different tiered funding systems and explains how the scholarship amount is determined *[See 401.6]*.
- Allows the Higher Education Office to make exceptions to eligibility, requirements and length of funding on a case-by-case basis. The Higher Education Student Handbook sets out the exception process *[See 401.7-2 & 401.7-3]*.

- Allows an applicant to appeal a scholarship decision only if he/she can show the Higher Education Office failed to abide by this Law and/or the Higher Education Student Handbook *[See 401.9-1]*.
- If an applicant appeals a scholarship decision, the Higher Education Office Review Panel, made of two Higher Education advisors and either the Higher Education Office manager or the area manager, will review the appeal and make a decision. If the applicant is dissatisfied with the review panel's decision, he/she can appeal to the division director. The division director's decision is final *[401.9-2]*.

Miscellaneous

A public meeting was held on October 29, 2015, in accordance with the Legislative Procedures Act. Please refer to the fiscal impact statement for any financial impact.

Chapter 401
Oneida Higher Education Scholarship

Onʌyoteʔa·ká· Thuwatilihunyʌniʔthaʔkó· Ohwístaʔ

people of the Standing Stone, the great place where they teach them the traditions, money

401.1. Purpose and Policy
401.2. Adoption, Amendment, Repeal
401.3. Definitions
401.4. Higher Education Office
401.5. Eligibility and Requirements
401.6. Higher Education Scholarship
401.7. Exceptions
401.8. Enforcement
401.9. Appeals

401.1. Purpose and Policy

401.1-1. *Purpose.* The purpose of this Law is:

(a) To implement a scholarship program that is compliant with the following resolutions GTC-08-12-96-A, GTC-12-7-96-C, BC-05-09-01-B, BC-10-24-01-K, BC-07-24-02-A, and GTC-01-30-10-A.

(b) To specify the funding requirements and procedural controls for awarding scholarships.

401.1-2. *Policy.* It is the policy of this Law to have a consistent methodology for awarding higher education scholarships so that the Nation is able to provide educational opportunities to tribal members and award scholarships in a consistent and fiscally responsible manner.

401.2. Adoption, Amendment, Repeal

401.2-1. This Law was adopted by the Oneida General Tribal Council by resolution _____.

401.2-2. This Law may be amended or repealed by the Oneida General Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.

401.2-3. Should a provision of this Law or the application thereof to any person or circumstances be held as invalid, such invalidity does not affect other provisions of this Law which are considered to have legal force without the invalid portions.

401.2-4. In the event of a conflict between a provision of this Law and a provision of another law, the provisions of this Law control.

401.2-5. This Law is adopted under authority of the Constitution of the Oneida Nation.

401.3. Definitions

401.3-1. This section governs the definitions of words and phrases used within this Law. All words not defined herein are to be used in their ordinary and everyday sense.

(a) "Accredited vocational program, college or university" means either any United States educational institution officially accredited by an agency recognized by the United States Department of Education or any Canadian educational institution permitted to grant degrees pursuant to Canadian provincial government that provides Oneida specific culture and/or language based programs.

(b) "Appeal" means a request for review of a scholarship decision made by the Higher Education Office or Higher Education Office Review Panel for which the requestor must demonstrate that the Higher Education Office has failed to abide by the provisions of this Law and/or the approved Higher Education Student Handbook.

(c) "Area Manager" means the supervisor of Education & Training or anyone with the responsibility of overseeing the Higher Education Office.

(d) "Division Director" means the division director of Governmental Services or anyone with the responsibility of overseeing the area manager of the Higher Education Office.

(e) "Exception" means a request that the Higher Education Office make a discretionary decision to exempt an applicant from a requirement(s) for which there is an available exemption under Section 401.7-2.

(f) "Financial Needs Analysis" is a form which reports a school's cost of attendance and eligible financial aid awards, which is sent by the Higher Education Office directly to the school's financial aid office for completion.

(g) "Free Application for Federal Student Aid" is an application which determines eligibility for any financial resources such as state and federal funding.

(h) "GPA" means grade point average which is a measure of a student's academic achievement arrived at by dividing the total grade points received by the total grade points attempted.

(i) "Higher Education Office Review Panel" is a three (3) party review panel, which is to include two higher education advisors, and either the Higher Education Office's manager or the area manager.

(j) "Higher Education Student Handbook" is the source of the rules and regulations for carrying out this Law as further described in Section 401.4-1(b).

(k) "Official Transcript" means an official report of a student's grades sent either directly from the educational institution and certified as official or from the National Student Clearinghouse.

(l) "Scholarship" means monetary funds awarded to an applicant through the Oneida Higher Education Program.

(m)"Tribal Member" means an enrolled member of the Oneida Nation.

401.4. Higher Education Office

401.4-1. The Higher Education Office shall carry out the intent and purposes of this Law and enforce the provisions of this Law. The Higher Education Office shall:

(a) Award scholarships in accordance with this Law.

(b) Develop and maintain rules and regulations designed to carry out this Law pursuant to the Administrative Rulemaking Law. Such rules and regulations must be made available in the Higher Education Student Handbook.

(1) At a minimum, the rules and regulations relating to the eligibility requirements, funding caps, enforcement and appeals must comply with this Law and the following Resolutions: GTC-08-12-96-A, GTC-12-7-96-C, BC-05-09-01-B, BC-10-24-01-K, BC-07-24-02-A, and GTC-01-30-10-A.

(c) Develop and maintain a system of internal controls for the Higher Education Office.

401.5. Eligibility and Requirements

401.5-1. *Eligibility.* In order to be eligible for a scholarship award, applicants must:

(a) Be a tribal member.

(b) Be in Good Standing where good standing means the applicant has:

(1) met the Oneida GPA requirements set forth in the Higher Education Student Handbook;

(2) completed the total number of credits within the semester/term for which the scholarship was provided based on an official transcript; and

(3) met the standards of the financial aid academic good standing.

(c) Be accepted to an accredited vocational program, college or university.

(d) Be seeking the scholarship for semesters/terms which have not already ended or been completed.

(e) Be seeking the scholarship for a degree that is categorized in a funding tier that is higher than the funding tier of a previously earned degree, based on the funding tiers under Section 401.6-2.

(1) An applicant seeking a degree that is in the same funding tier or lower as another degree simultaneously being pursued, within the funding period allowed for the degree at the higher funding tier, remains eligible and is not prohibited by this Section.

401.5-2. *Requirements.* In order for a scholarship to be awarded:

(a) Applicants must file the Free Application for Federal Student Aid, unless the applicant will be taking less than six (6) credits or will be attending a Canadian educational institution permitted to grant degrees pursuant to Canadian provincial government that provides Oneida specific culture and/or language based programs.

(b) Applicants shall ensure that a complete student file is submitted to the Higher Education Office based on the requirements of the Higher Education Student Handbook.

401.6. Higher Education Scholarship

401.6-1. *Length of Funding.* Pursuant to the Higher Education Student Handbook, which must provide comprehensive definitions of the achievements eligible for funding and the methodology for calculating funding periods, the following are the maximum Scholarship funding periods for eligible applicants:

(a) Two and one-half (2 1/2) years for a vocational program completion/associate degree/certificate program completion/similar program.

(b) Five (5) years for an undergraduate degree.

(c) Three (3) years for a graduate degree.

(d) Five (5) years for a doctoral degree.

401.6-2. *Tiered Funding System.* The General Tribal Council, or its delegate, shall establish maximum funding caps for the following funding tiers:

(a) Vocational program, associate degree, certificate program or similar program.

(b) Undergraduate degree.

(c) Graduate degree.

(d) Doctoral degree.

401.6-3. *Award.* The amount of the scholarship award is based upon:

(a) The amount of funding caps for each tier under Section 401.6-2, which must be contained in the Higher Education Student Handbook.

(b) The financial needs analysis.

401.7. Exceptions

401.7-1. *Exception Policy.* Exceptions may be offered under narrow grounds only for applicants facing extenuating circumstances whom are able to demonstrate that based on the totality of the circumstances the applicant will likely succeed in achieving the accomplishment sought either within the exception period and/or despite the extenuating circumstances that have made pursuing an exception necessary.

(a) Within six (6) months of the adoption this Law, the Higher Education Office shall develop a standard operating procedure for evaluating requests for exceptions; no exceptions may be granted pursuant to this Law until the said standard operating procedure has been developed.

401.7-2. *Available Exceptions.* In its discretion, the Higher Education Office may make exceptions to eligibility, requirements and length of funding on case-by-case basis as provided below:

(a) In regards to eligibility, exceptions may be made relating to the requirements contained in subsections 401.5-1(b) and (e).

(b) In regards to requirements, exceptions may be made relating to the requirement contained in subsection 401.5-2(a).

(c) Exceptions may also be made relating to the length of funding periods contained in section 401.6-1.

(d) Exceptions may not be made for requirements contained in this Law that are not explicitly noted in this section.

401.7-3. *Exception Process.* Applicants requesting an exception shall follow the process set forth in the Higher Education Student Handbook.

(a) *Granting an Exception.* The Higher Education Review Panel shall consider requests for available exceptions under Section 401.7-2 based on the exception policy identified under Section 401.7-1. A decision by the Higher Education Office Review Panel regarding an exception must be approved by a majority of the said panel.

(b) *Requesting Reconsideration of an Exception Decision.* If an applicant disagrees with the Higher Education Office Review Panel's denial of an available exception under Section 401.7-2, the applicant may file a request for reconsideration of the exception with the division director; the decision of the division director regarding the exception is final.

401.8. Enforcement

401.8-1. *Accountability*. The Higher Education Office may place any applicant who violates this Law or fails to comply with the Higher Education Student Handbook on probation or suspension in accordance with the procedures contained in the Higher Education Student Handbook.

401.9. Appeals

401.9-1. *Appeal Process and Requirements.* An applicant may appeal a scholarship decision made by the Higher Education Office, but only to extent that the applicant is able to demonstrate that the Higher Education Office has failed to abide by the provisions of this Law and/or the approved Higher Education Student Handbook.

401.9-2. *Levels of Review*. The following levels of review are available to an applicant seeking an appeal of a scholarship decision made by the Higher Education Office:

(a) The first level of review is through the Higher Education Office Review Panel. A decision by the Higher Education Office Review Panel regarding an appeal must be approved by a majority of the said panel.

(b) If an applicant disagrees with the Higher Education Office Review Panel's decision regarding an appeal, the applicant may appeal at the second level of review to the division director; the decision of the division director regarding the appeal is final.

End.

Pursuant to resolutions: GTC-08-12-96-A, GTC-12-7-96-C, BC-05-09-01-B, BC-10-24-01-K, BC-07-24-02-A, and GTC-01-30-10-A.

ONEIDA TRIBE OF INDIANS OF WISCONSIN

Oneidas bringing several hundred bags of corn to Washington' s starving army at Valley Forge, after the colonists had consistently refused to aid them.

UGWA DEMOLUM YATEHE
Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possble.

ONEIDA FINANCE OFFICE
Office: (920) 869-4325 • Toll Free: 1-800-236-2214
FAX # (920) 869-4024

MEMORANDUM

DATE: January 6, 2016

FROM: Rae Skenandore, Project Manger

TO: Larry Barton, Chief Financial Officer

Ralinda Ninham-Lamberies, Assistant Chief Financial Officer

RE: **Financial Impact of Higher Education Scholarship Law**

I. Background

The purpose of the law is to implement General Tribal Council (GTC) and Oneida Business Committee (OBC) resolutions regarding the higher education scholarship program and to specify the funding requirements and procedures for awarding scholarships. This is a new law meant to codify the rules of the Higher Education Department. A Public hearing was held on October 21, 2015.

II. Executive Summary of Findings

The law simply puts a formalized structure to the existing requirements from applicable resolutions. The handbook is being updated to comply with the law. No new personnel will be needed and there are no other startup costs. The law cannot be implemented until the handbook is also approved and appropriate standard operating procedures are developed. The law can be implemented within 10 days of approval.

III. Financial Impact

No fiscal impact.

III. Recommendation

The Finance Department does not make a recommendation in regards to course of action in this matter. Rather, it is the purpose of this report to disclose potential financial impact of an action, so that General Tribal Council has full information with which to render a decision.

Oneida Higher Education Projections

January 2016

Melissa Nuthals
Statistician

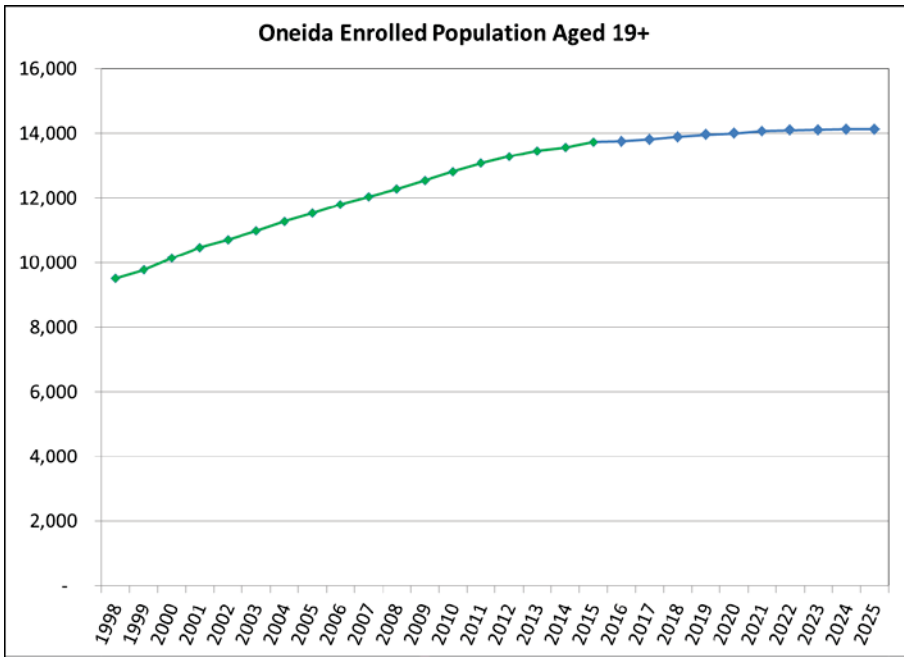
Oneida Higher Education Projections
January 2016

I. Introduction

The Oneida Higher Education Department supports Oneida enrolled students in the pursuit of continuing education. The program began in 1974. The Oneida Higher Education Department began tracking students through their database in 1997 after the GTC Resolution 8-12-96-A was adopted.

The cost for the Higher Education funds totaled $3.7 million in 1998 and grew to $10.8 million in the 2015 academic year. The academic year runs from August 1 through July 31. Based on this large change in cost, it is necessary to project the future costs of the program so that Oneida can prepare accordingly.

The projections are based on historical Oneida Higher Education and Oneida Enrollment data trended forward. A straight linear trend could not be used based on the past totals, because it does not account for the aging Oneida enrolled population. The Oneida enrolled population aged 19+ in 1998 was 10,486 members and in the 2013 academic year it was 13,643. It is expected to grow to over 14,000 in the 2025 academic year. The aging Oneida enrolled population aged 19+ is shown in the chart below.

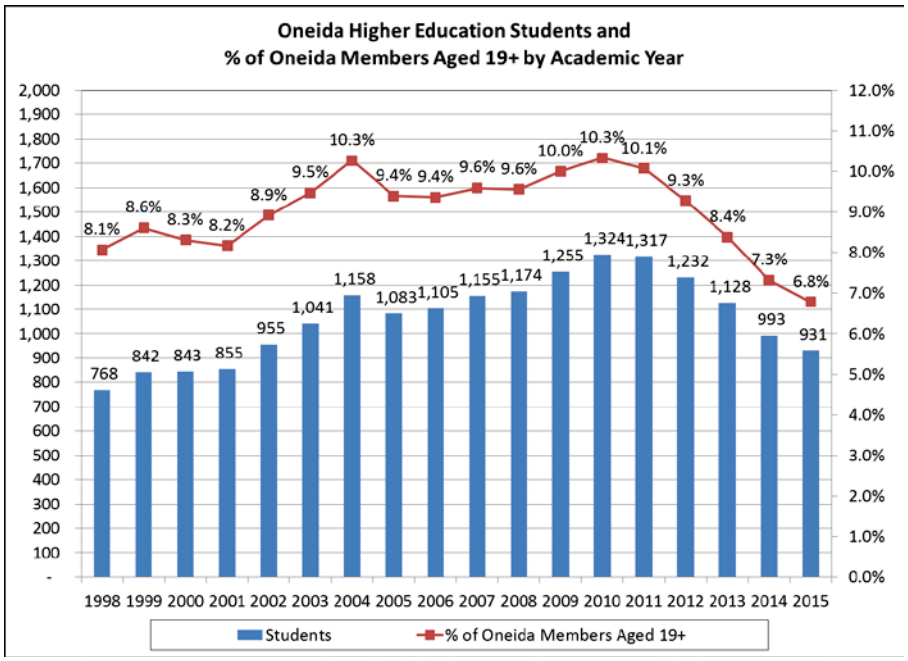


In 2015, 40.5% of Oneida enrolled members aged 19 utilized the higher education funds. According to the United States Bureau of Labor Statistics, 68.4% of 2014 high school graduates in the United States were enrolled in college in October 2014.

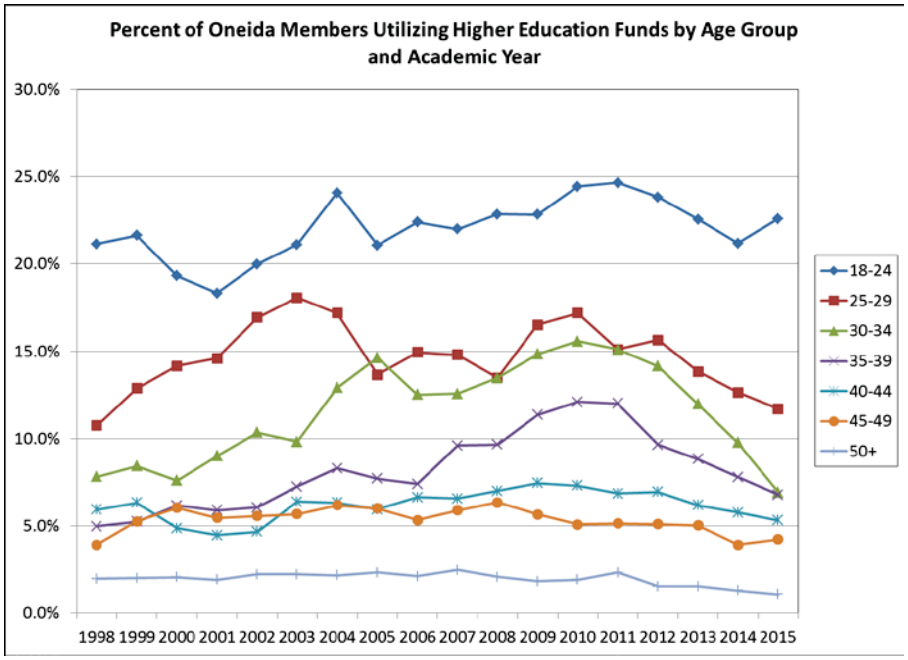
As of the 2015 academic school year, 36% of all enrolled Oneida members aged 19+ have utilized Oneida Higher Education funding since the 1998 academic school year.

II. Utilization

Participation in the Oneida Higher Education program peaked in the 2010 school year with 1,324 students. Since then, participation has steadily dropped. The past student enrollment in the program per year is depicted in the chart below.

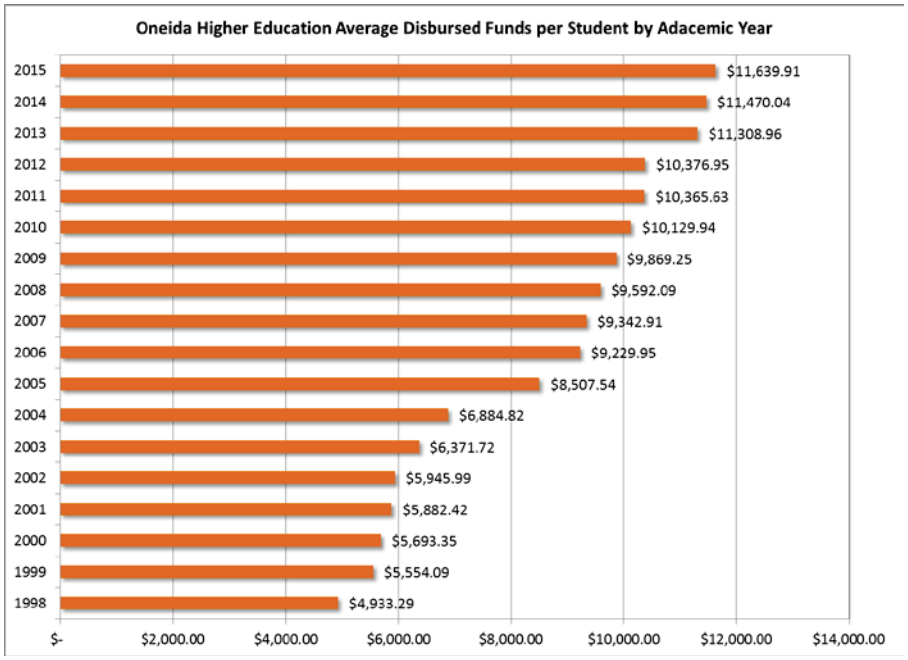


As the age group of members increased, the rate of utilization of Oneida Higher Education funds decreased. The rate of members aged 18-24 who utilized the Oneida Higher Education funding was 21.9% in 2015 and had stayed between 18% and 25% since 1998. The following chart shows the percentage of Oneida members who received Oneida Higher Education funding by age group.

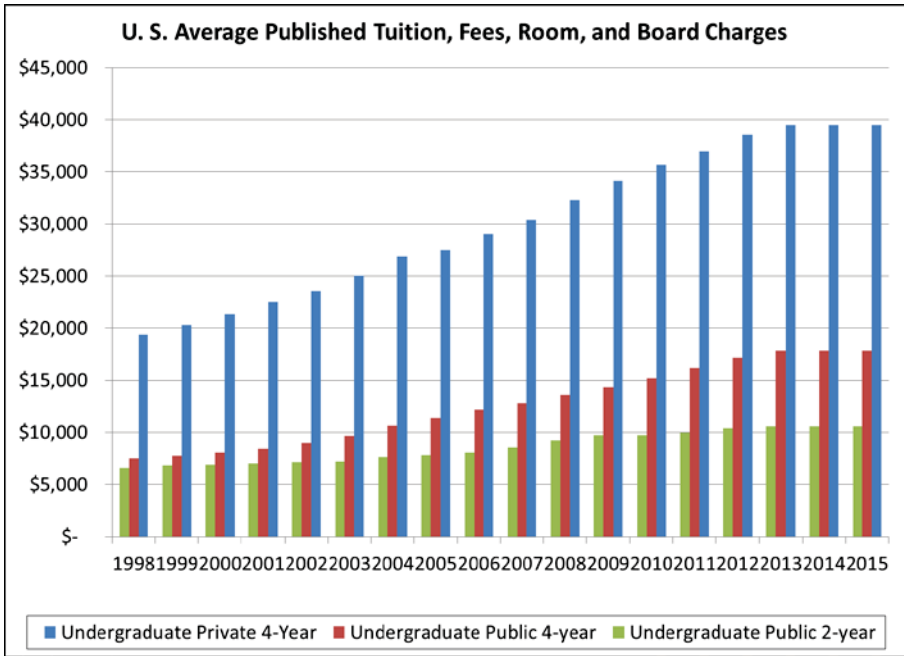


III. Cost

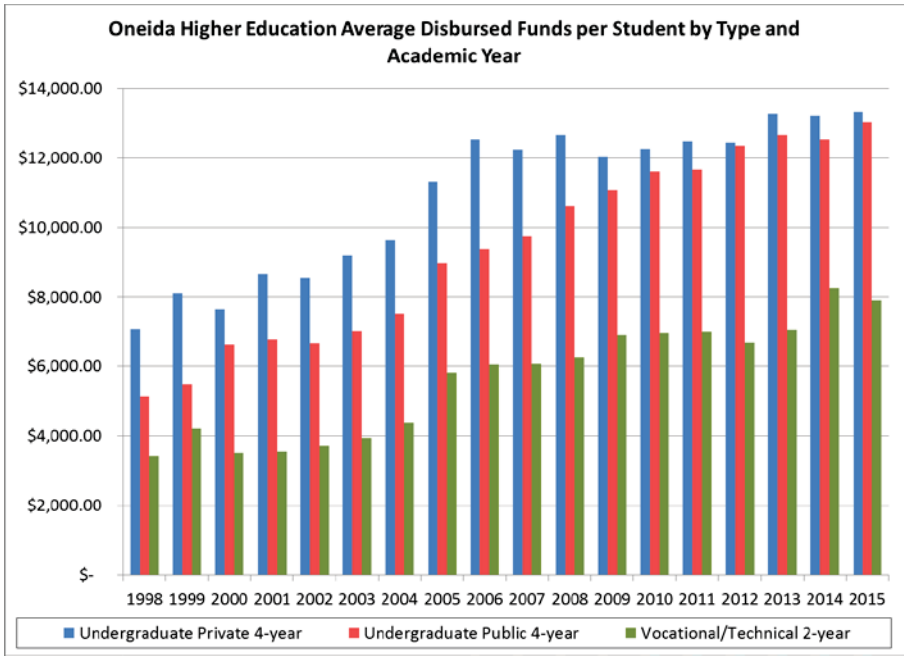
Not only has the number of students utilizing the higher education funds gone up, but so has the average disbursed funds per student. The average disbursed funds have more than doubled from 1998 to 2015. The average disbursed funds per student for each year is depicted in the following chart.



The average published tuition, fees, room, and board (TFRB) charges have also increased over time throughout the United States. The average cost for an undergraduate Private 4-year institution has the most noticeable change as it approached $40,000 in 2013. The average cost for an undergraduate Public 4-year institution was close to $18,000 in 2013 and a Public 2-year institution was over $10,000. The following chart shows the average change in cost from the "Trends in Higher Education Series" at www.collegeboard.com.

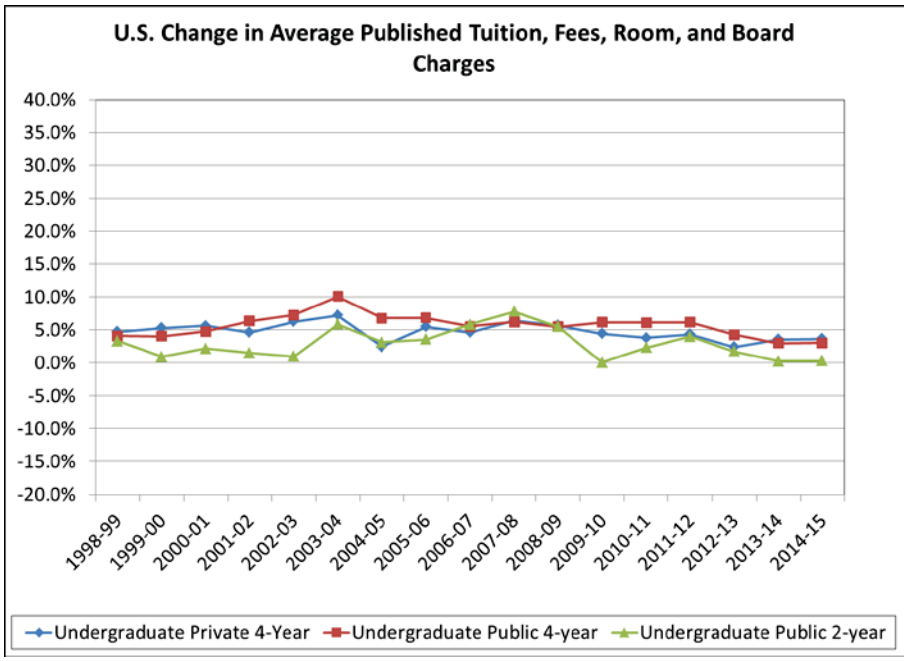


The U.S. costs can be compared to the average disbursed funds per student utilizing the Oneida Higher Education funds. In 2013, the average disbursed funds for undergraduate Private 4-year institutions were just over $13,000, and just under $13,000 for undergraduate Public 4-year institutions. The average disbursed funds in 2013 for vocational/technical 2-year institutions were just over $7,000. These average disbursed funds are shown in the chart below.

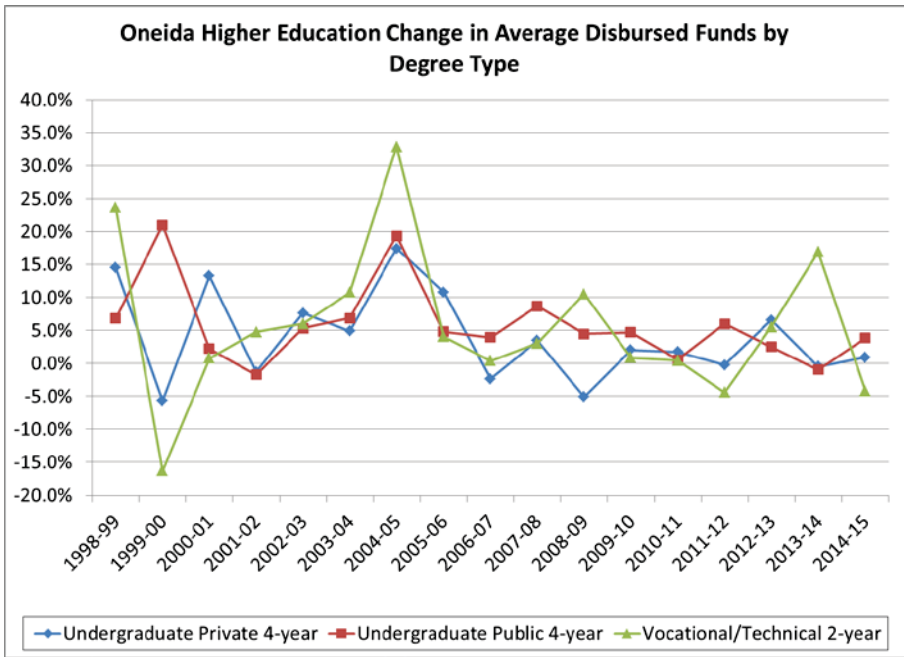


IV. Change in Average Tuition, Fees, Room, and Board Charges

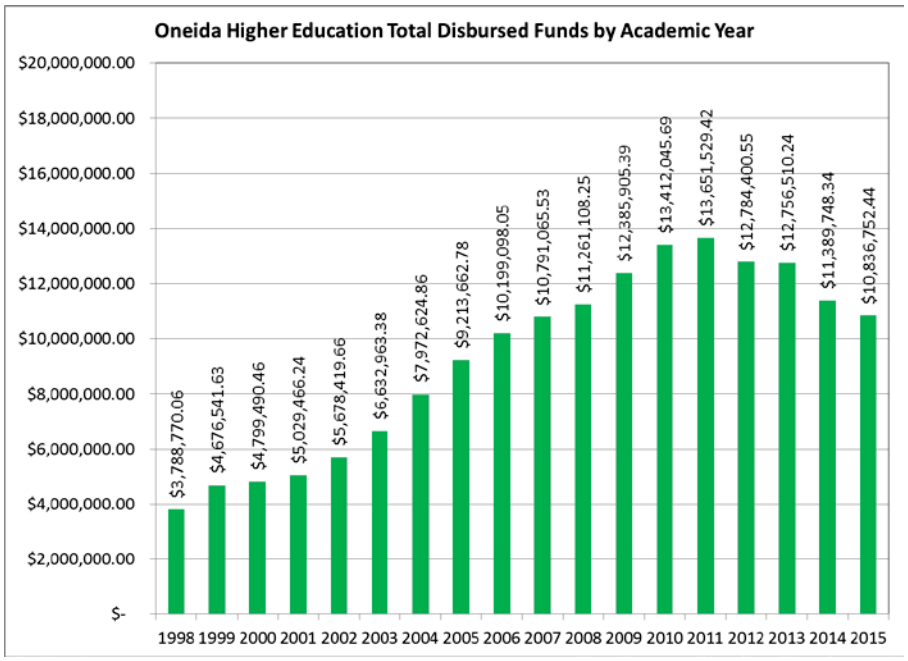
The U.S.'s average cost is higher for all types of institutions with a substantial difference between the average costs of private 4-year institutions. Since there is such a difference in the cost, a comparison of the rate changes may be more beneficial.



Oneida's change in disbursed Higher Education funds was between 2.5% and 6.6% for each type of institution. The U.S. change in cost from 2014 to 2015 was between -5% and 5% for each type of institution.

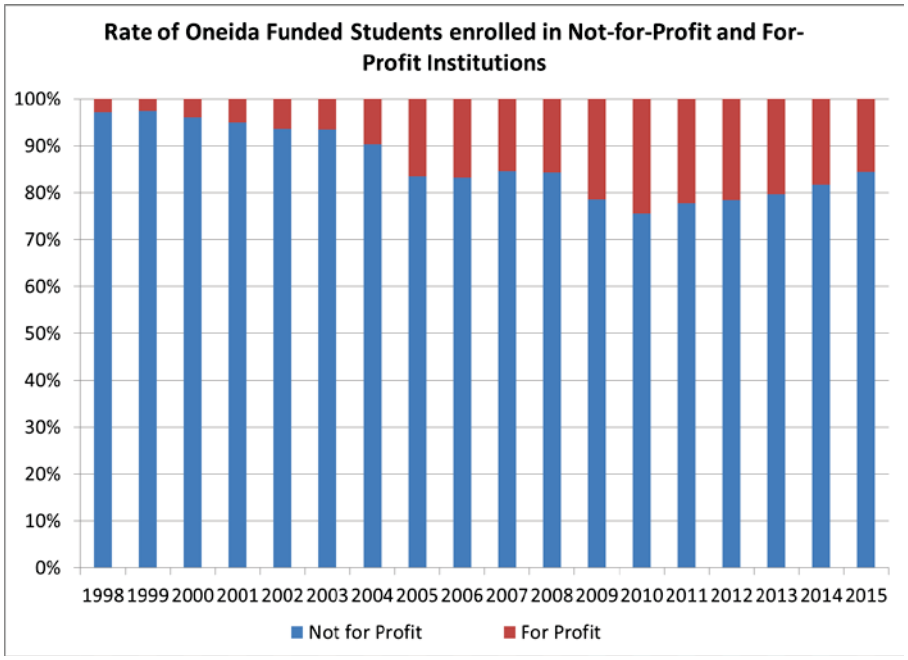


The total disbursed funds from Oneida Higher Education continued to climb until the 2011 academic year, but then dropped in the following years. The overall disbursed funds per year for the Higher Education Department are shown in the chart below.

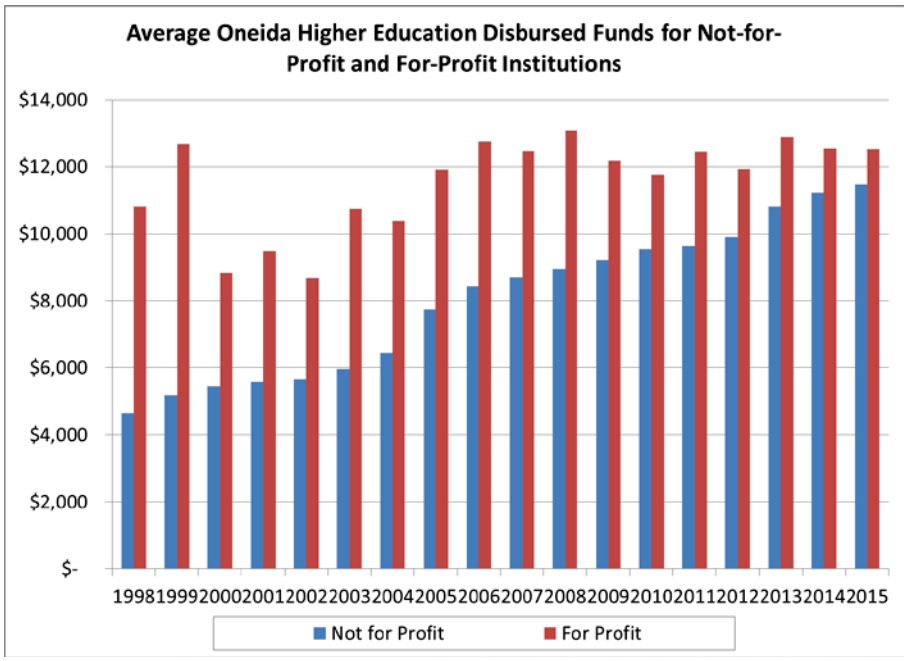


V. Type of Institutions

In addition to Private and Public institutions, private institutions can also be separated into for-profit and not-for-profit. The rate of Oneida students who have enrolled in for-profit institutions has increased significantly from 1998 to 2015. The following chart details the rate of Oneida students at not-for-profit and for-profit institutions.

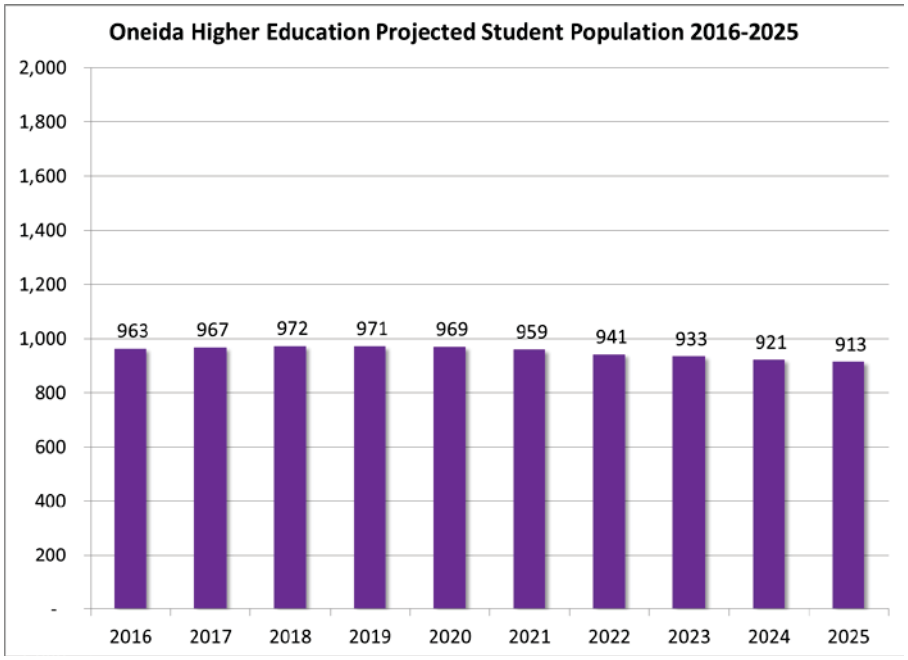


The Oneida Higher Education average disbursed funds for not-for-profit institutions has gradually increased from 1998 to 2013, starting at $4,638 and growing to $11,476. The averaged disbursed funds paid to for-profit institutions has varied, but has always been over $8,400 and was $12,521 in the 2015 academic year. The chart below shows the difference in disbursed funds to not-for-profit and for-profit institutions.

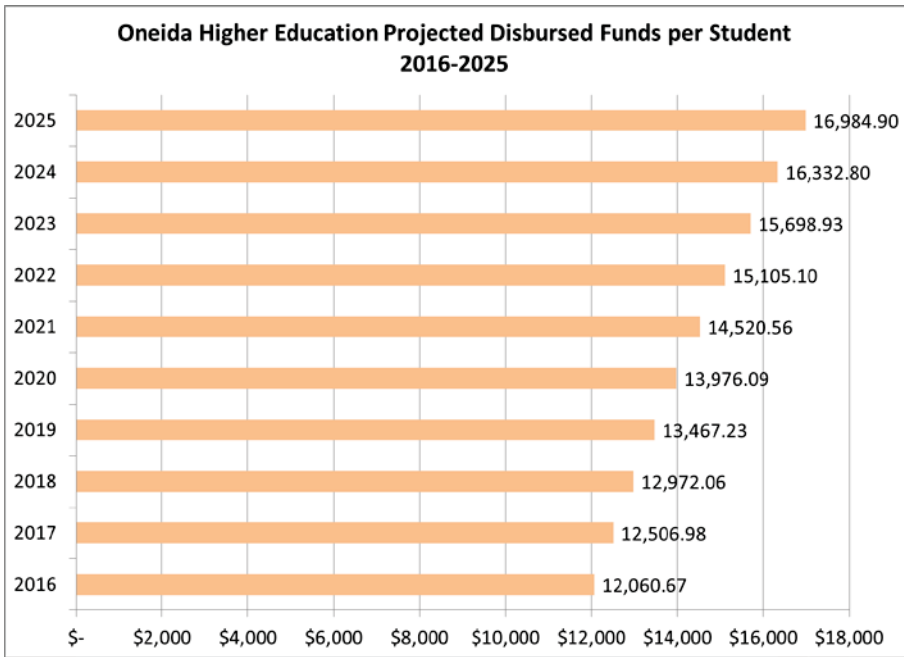


VI. Projected Utilization

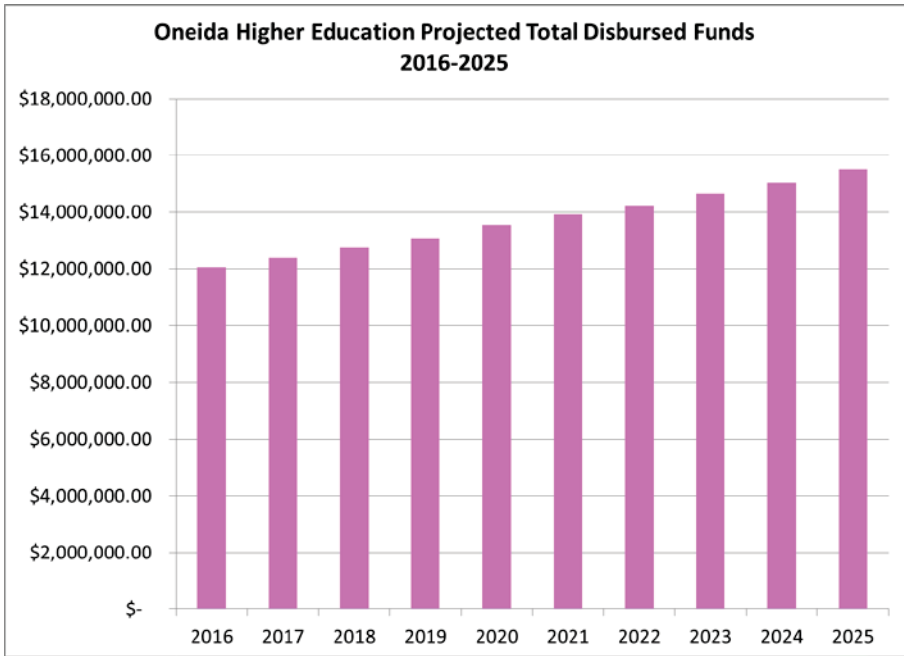
As was shown on the first page, the number of tribal members eligible for funds will only slightly increase. The percentage of the enrolled population that utilizes the Higher Education funds was expected to slightly increase, but that has not occurred. The rate has dropped down to under 7% of the eligible population. The rate of high school graduates attending college has not made up for the reduction due to the aging population. This has resulted in lower projections from previous reports. The projected utilization is shown in the chart below.



The average disbursed funds from Oneida Higher Education are expected to continue to grow each year. The average disbursed funds per student are shown in the following chart.



The average disbursed funds per student are expected to increase. The trend is quite linear, but will eventually level off due to the maximum funding amount of $20,000 for undergraduate students, $25,000 for graduate/professional students, and $30,000 for doctoral students. These projections are based on that factor. The overall growth in the total cost for Oneida Higher Education is shown in the chart below.



The total projected costs per year for the Higher Education Department is listed below in the table. Note that the average cost per year met the $25,000 limit for Graduate/Professional degrees from 2020 forward and $30,000 limit for Doctoral degrees from 2023 forward. These limits were established with the GTC resolution 1-30-10-A.

Projected Total Higher Education Costs	
2016	$ 12,041,977.16
2017	$ 12,379,678.46
2018	$ 12,758,354.46
2019	$ 13,079,450.32
2020	$ 13,536,428.61
2021	$ 13,927,043.11
2022	$ 14,216,671.44
2023	$ 14,651,977.52
2024	$ 15,035,880.23
2025	$ 15,508,578.68

The Oneida Higher Education costs are projected to grow over the next 10 years. It is necessary for the organization to prepare for this increase in cost.

Higher Education Student Handbook

Oneida Tribe of Indians of Wisconsin

Oneida Higher Education Scholarship

Office Hours

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Web Page

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Mailing Address

Oneida Higher Education Office

P O Box 365

Oneida, WI 54155

Location

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N7210 Seminary Rd

Oneida WI 54155

JOIN US ON facebook

The Oneida Higher Education Applications and forms can be found on our web page,

www.oneida-nsn.gov/highered

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Article 1: INTRODUCTION

The Oneida Higher Education Office acts as a financial aid office, processing the Oneida Higher Education Scholarship and assisting applicants in completing the Free Application for Federal Student Aid (FAFSA).

The Scholarship is determined by a combination of the applicant's FAFSA, the Financial Needs Analysis and the Oneida Higher Education Scholarship funding guidelines. The Scholarship is not intended to replace annual income or meet total personal or household expenses.

Applicants are advised not to start school/classes until they receive the Oneida Higher Education Scholarship Award Letter. Applicants who choose to start prior to the receipt of the Oneida award letter are responsible for any incurred costs.

Article 2: DEFINITIONS

2. This Article provides the definitions of words and phrases used within this Handbook. All words not defined in this Article must be used in their ordinary and everyday sense.

(a) "Accredited vocational program, college or university" means either any United States educational institution officially accredited by an agency recognized by the United States Department of Education or any Canadian educational institution permitted to grant degrees pursuant to Canadian provincial government that provides Oneida specific culture and/or language based programs.

(b) "Financial Needs Analysis" is a form that reports a school's cost of attendance and eligible Financial Aid awards and is sent by the Higher Education Office directly to the school's financial aid office for completion.

(c) "GPA" means grade point average which is a measure of a student's academic achievement arrived at by dividing the total grade points received by the total grade points attempted.

(d) "Tiered Funding" defined as progression within professions

(e) "Higher Education Office Review Panel" is a three (3) party review panel, which is to include two Higher Education Advisors, and either the Higher Education Office Manager or the Area Manager.

(f) "Official Transcript" Official Transcript means an official report of a student's grades sent directly from the educational institution via mail, and certified as official or from the educational institution's e-script vendor.

Article 3: STUDENT RESPONSIBILITIES

3. Persons participating in the Oneida Higher Education Scholarship program are responsible for the following:

(a) All costs incurred prior to attending school, which may include, but are not limited to: Admission fees, housing deposits, transportation to the school, and other related fees.

(b) Abiding by and complying with the eligibility and requirement provisions contained in the Oneida Higher Education Scholarship (Law) and this Handbook.

(c) Following up with the Higher Education Office and the school's financial aid office as necessary to ensure all required documents are completed and/or received.

(d) If attending more than one institution during the same academic term, submitting a copy of an approved consortium agreement.

(e) Upon graduation, submitting a copy of the diploma earned and requesting a final Official Transcript to be sent to the Higher Education Office.

(f) Notifying the Higher Education Office of any applicable changes, including, but not limited to, a change of school, mailing address, phone number, email address, degree program, the number of college credits, or financial aid.

Article 4: APPLICATION REQUIREMENTS

4-1. In order to meet the requirements for a Scholarship to be awarded:

(a) Applicants must file the Free Application for Federal Student Aid (FAFSA), unless the applicant will be taking less than six (6) credits or will be attending a Canadian education institution permitted to grant degrees pursuant to Canadian provincial government that provides Oneida specific culture and/or language programs. The FAFSA must be completed annually and may be done at www.fafsa.gov.

(b) Applicants shall ensure that a complete student file is submitted to the Higher Education Office. A complete student file consists of the following:

(1) A copy of the college/university acceptance/admission letter for all applicants that are a new students, re-entering students (returning to school after taking one (1) or more years off) or transfer students;

(2) An Oneida Higher Education Application and the Participation Acknowledgment and Agreement (which must be submitted each academic year);

(3) An Oneida Higher Education Academic Plan, (which must be submitted for each term of funding);

(4) An Official Transcript, (which must be provided to the Higher Education Office at the close of each term of funding); and

(A) Official Transcript means an official report of a student's grades sent directly from the educational institution via mail, and certified as official or from the educational institution's e-script vendor.

(B) Applicants are responsible for any applicable Official Transcript fees.

(5) A Financial Need Analysis, which is a form that reports a school's cost of attendance and eligible Financial Aid awards and is sent by the Higher Education Office directly to the school's financial aid office for completion.

4-2. To ensure fastest possible distribution of scholarship funds, applicants should submit their Oneida Higher Education Application by the following priority dates:

(a) For the Fall Term – By April 15th

(b) For the Spring Term – By October 1st

(c) For the Summer Term – By May 1st

Article 5: SCHOLARSHIP ELIGIBILITY

5. In order to be eligible for a Scholarship Award, applicants must:

(a) Be an enrolled Oneida Tribal Member.

(b) Be accepted into an Accredited vocational program, college or university, meaning either any United States educational institution officially accredited by an agency recognized by the United States Department of Education or any Canadian educational institution permitted to grant degrees pursuant to Canadian provincial government that provides Oneida specific culture and/or language based programs..

(c) Be in good standing, according to Article 10: GRADING REQUIREMENTS – GOOD STANDING.

(d) Be seeking the Scholarship for semesters/terms which have not already ended or been completed.

(e) Be seeking the Scholarship for a degree that is higher than the funding tier of a previously earned degree based on the funding tiers under Article 7: LENGTH OF FUNDING ELIGIBILITY of this Handbook or Section 401.6-2 of the Oneida Higher Education Scholarship (Law).

(1) An applicant seeking a degree that is in the same funding tier or lower as another degree being pursued concurrently and within the funding period allotted for the degree at the higher funding tier is eligible.

(2) For example scenarios explaining the requirements of Article 5(e), please see

(3) Addendum 01: EXAMPLES OF THE ARTICLE 5(e) REQUIREMENT.

Article 6: INELIGIBILITY FACTORS

6-1. The Scholarship is not available under the following circumstances:

(a) For courses required to update/maintain a license.

(b) For post-degree certificates, workshops, seminars, conferences, or continuing education credits/units.

(c) For post-secondary required pre-requisite credited classes.

(d) For post-graduate preparation and admission exams (e.g. GRE, LSAT, MCAT, GMAT).

(e) For post-secondary preparatory programs/courses.

6-2. Oneida Trust Scholarship. The Oneida Trust Scholarship may be available to cover the costs associated with the ineligible factors contained in Article 6-1(d)-(f). For more information on the Oneida Trust Scholarship, please see

Addendum 02: ONEIDA TRUST SCHOLARSHIP.

Article 7: LENGTH OF FUNDING ELIGIBILITY

7. Scholarship awards are subject to the following length of funding and maximum funding requirements:

Tier Level	Achievement Sought	Length of Eligibility*	Maximum Funding**
1st	Vocational Degree/Associate Degree/Certificate	2.5 years	$20,000
2nd	Undergraduate Degree	5 years	$20,000
3rd	Graduate Degree	3 years	$25,000
4th	Doctoral Degree	5 years	$30,000

*Terms for which applicants are funded for less than six (6) credits may not be counted against the length of funding requirements.

**Maximum funding caps are per academic school year.

Article 8: FUNDING PROCESS

8-1. Funding is based on an August 1st - July 31st academic school year.

8-2. To be considered for the Oneida Higher Education Scholarship applicants **must have a complete student file <u>prior to the end of the term for which funding is sought</u>.** The Higher Education Office shall review an applicant's file and begin the award process upon its receipt of a complete student file.

8-3. Upon award, the Higher Education Office shall send award letters listing the Scholarship amount(s) ` to the applicant and the applicant's school's financial aid office.

8-4. The Higher Education Office shall send Scholarship funds directly to the school for disbursement. Applicants must abide by the school's policies regarding the release of financial aid funds to students.

Article 9: SCHOLARSHIP AWARD DETERMINATION

9. Scholarship award determinations are based on the following:

(a)

Student Status	Credits Per Term (Estimated)	Scholarship Funding
Full-Time: Vocational/Undergraduate Graduate/Post-graduate	12 credits 9 credits	Tuition/fees, required books and room/board.*
Student Status	**Credits Per Term (Estimated)**	**Scholarship Funding**
Part-Time: Vocational/Undergraduate Graduate/Post-graduate	6-11 credits 6-8 credits	Tuition/fees and required books.*
Less than Part-time	1-5 credits	Tuition/fees and required books.
Cosmetology	Required hours per student contract	Tuition/fees and required books/supplies.*

*The costs of attendance will be based on the applicant's individual financial need as determined by the FAFSA and the Financial Needs Analysis.

(b) Funding for study abroad that is a requirement to graduate will be coordinated with the school's financial aid office to include the cost of tuition, room & board and transportation. Personal and miscellaneous expenses are the applicant's responsibility. Funding for non-required study abroad college credit(s) will consist of tuition/fees and required books.

(c) Applicants taking classes 100% on-line are eligible for tuition/fees and required books based on the applicant's individual financial need as determined by the FAFSA and the Financial Needs Analysis. Other cost of attendance items will be based on the standard online budget developed by the Higher Education Office.

Article 10: GRADING REQUIREMENTS – GOOD STANDING

10. In order to meet the grading requirements and be in good standing as required by Article 5(c) students must:

(a) Meet the following Oneida GPA requirements:

Degree	Academic Requirements*
Vocational/Associate/Certificate	2.0 GPA
Undergraduate	2.0 GPA
Graduate	3.0 GPA
Doctorate	3.0 GPA
Cosmetology (Technical Diploma)	(Monthly requirement) Attendance = min. 90% Written = min. 80% Skills/Practical = min. 80%

* Academic Requirements based on a 4.0 grading scale.

(1) Courses that do not have associated grades or GPAs, for example when an applicant receives an incomplete, withdrawal or unsatisfactory for a course, the Higher Education Office will consider the course to have been failed.

(2) Term GPAs must always be calculated based on the actual number of credits funded.

(b) Complete the total number of credits within the semester/term for which the Scholarship was provided based on an Official Transcript, which is an official report of a student's grades sent either directly from the educational institution, via mail, e-mail and certified as official or from the educational institution's e-script vendor.

(c) Meet the standards of the applicant's school's financial aid academic good standing requirements, including GPA. Doctoral students will be considered to have met the requirements of this Article 10(a) so long as they have met the school's financial aid academic good standing requirements, including GPA.

Article 11: PROBATION AND SUSPENSION GUIDELINES

11-1. *Probation Status.* Applicants on probation remain eligible to receive a Scholarship award for the following term.

(a) While on probation:

(1) Applicants are strongly encouraged to meet with their school's advisors to develop a plan for academic success;

(2) Applicants must complete all the credits for which they receive the Scholarship, and must meet the academic requirements for good standing provided in Article 10; and

(3) At the close of the term for which an applicant is on probation, the applicant must request an Official Transcript be sent to the Higher Education Office to determine future funding status.

(b) The Higher Education Office shall place all applicants that fail to meet the probation requirements on suspension status.

11-2. *Suspension Status.* Applicants on suspension are not eligible to receive a Scholarship award.

(a) In order to have eligibility for the Higher Education Scholarship program reinstated, an applicant on suspension must:

(1) Make-up the number of credits that was incomplete during the funded term of academic suspension at the same academic level at an accredited post-secondary Institution and must meet the academic requirements for good standing provided in Article 10; or

(2) Repay the amount of the Scholarship for those incomplete credits that were funded during the term for which they were placed on suspension. Applicants who withdraw from school or do not earn any credits must repay the entire amount of the Scholarship.

11-3. The Higher Education Office shall place applicants on probation/suspension in accordance with the following, provided an applicant may be placed on probation/suspension for any single reason or any combination of the reasons:

	PROBATION	SUSPENSION
Failure to Meet GPA Requirements	An undergraduate/technical applicant earning a GPA between 1.0 and 1.9.	An undergraduate/technical applicant earning a GPA below 1.0.
	A graduate applicant earning a GPA between 2.0 and 2.9.	A graduate applicant earning a GPA below 2.0.
	A doctoral applicant earning a GPA between 2.0 and 2.9. *	A doctoral applicant earning a GPA below 2.0.*
	A cosmetology applicant with a monthly Official Transcript does not meet any one (1) of the academic requirements: (attendance 90%, written 80%, practical 80%).	A cosmetology applicant with a monthly Official Transcript does not meet any two (2) of the academic requirements: (attendance 90%, written 80%, practical 80%).
Failure to Complete All Funded Credits	An applicant who does not complete all of the credits for which he or she was funded.	An applicant who does not complete at least half of the credits for which they were funded.
Other	--	Failure to meet the requirements of probation.

* Doctoral students will be considered to have met the requirements of Article 10(a) so long as they have met the school's financial aid academic good standing requirements, including GPA.

Article 12: APPEAL PROCESS

12-1. An applicant may appeal a Scholarship decision made by the Higher Education Office, but only to the extent that the applicant is able to demonstrate that the Higher Education Office has failed to abide by the provision of the Oneida Higher Education Scholarship (Law) and/or this Handbook.

(a) An applicant may appeal a Scholarship decision made by the Higher Education Office by completing the appeal form available with the Higher Education Office and submitting it along with any required supporting documentation to the Higher Education Office, provided that, in order for the appeal to be considered, it must be filed within ten (10) business days of the date of the Higher Education Office's Scholarship decision.

(b) Upon receipt of an appeal the Higher Education Office Review Panel (a three (3) party review panel, which is to include two Higher Education Advisors, and either the Higher Education Office Manager or the Area Manager) shall review the merits of the appeal and, within (10) business days from the date the appeal was received, shall issue the applicant a written determination.

12-2. The applicant may file an appeal of the determination made by the Higher Education Office Review Panel to the Division Director.

(a) An applicant may appeal a determination made by the Higher Education Office Review Panel by completing the appeal form available with the Higher Education Office and submitting it along with any required supporting documentation to the Higher Education Office, provided that, in order for the second-level appeal to be considered, it must be filed within ten (10) business days of the date of the Higher Education Office Review Panel's written determination.

(b) Upon receipt of a second-level appeal, the Higher Education Office shall forward the appeal to the Division Director.

(c) Upon receipt of an appeal, the Division Director shall ensure the proper appeal process was followed, review the merits of the appeal and, within (10) business days from the date the appeal was received, issue the applicant a written determination with a copy provided to the Higher Education Office. Should the Division Director receive an appeal that did not follow the appeal process; the Division Director shall advise the applicant to follow the appeal process as outlined.

Article 13: EXCEPTION PROCESS

13-1. Exceptions may be offered under narrow grounds only for applicants facing extenuating circumstances whom are able to demonstrate that based on the totality of the circumstances the applicant will likely succeed in achieving the accomplishment sought either within the exception period and/or despite the extenuating circumstances that have made pursuing an exception necessary. The Higher Education Office may only grant the available exceptions provided in Section 401.7-2 of the Oneida Higher Education Scholarship (Law).

(a) The available exceptions are as follows:

(1) In regards to eligibility:

(A) The requirements to be in good standing as provided in Section 401.5-1(b) of the Law and Article 5(c) of this Handbook; and

(B) The requirement that the Scholarship be for a degree that is categorized in a funding tier that is higher than the funding of a previously earned degree as provided in Section 401.5-1(e) of the Law and Article 5(e) of this Handbook.

(2) In regards to application requirements, the requirement that a FAFSA be filed as provided in Section 401.5-2(a) of the Law and Article 4-1(a) of this Handbook.

(3) Length of funding as provided in Section 401.6-1 of the Law and Article 7: LENGTH OF FUNDING ELIGIBILITY of this Handbook.

13-2. An applicant may only request an exception as provided in Article 13-1.

(a) An applicant may request an exception to a Scholarship decision made by the Higher Education Office by completing the exception form available with the Higher Education Office and submitting it along with any required supporting documentation to include a written explanation of the extenuating circumstances that serve as the basis for requesting the exception to the Higher Education Office, provided that, in order for the exception to be considered, it must be filed within ten (10) business days of the date of the Higher Education Office's Scholarship decision.

(b) Upon receipt of an exception the Higher Education Office Review Panel (a three (3) party review panel, which is to include two Higher Education Advisors, and either the Higher Education Office Manager or the Area Manager) shall review the merits of the exception and, within (10) business days from the date the exception was received, shall issue the applicant a written determination.

13-3 An applicant may file a request for reconsideration of an exception to the decision made by the Higher Education Office Review Panel to the Division Director by completing the exception form available with the Higher Education Office, noting that the request is for a reconsideration and submitting it along with any required supporting documentation to the Higher Education Office, provided that, in order for a request for reconsideration of an exception to be considered, it must be filed within ten (10) business days of the date of the Higher Education Office Review Panel's written determination.

(a) Upon receipt of the request for reconsideration of an exception, the Higher Education Office shall forward the exception to the Division Director.

(b) Upon receipt of a request for reconsideration of the exception, the Division Director shall ensure the proper exception process was followed, review the merits of the exception and, within (10) business days from the date the request for reconsideration of the exception was received, issue the applicant a written determination with a copy provided to the Higher Education Office. Should the Division Director receive a request for reconsideration of an exception that did not follow the exception process; the Division Director shall advise the applicant to follow the exception process as outlined.

OTHER INFORMATION

FERPA – CONSENT TO RELEASE STUDENT INFORMATION

College students are allowed to determine who will receive information about them. While parents (or spouses) understandably have an interest in a student's academic progress, they are not automatically granted access; students must complete the Family Educational Rights and Privacy Act "FERPA" form in order for another individual to access their Oneida Higher Education records. This requirement is in compliance with the Privacy Act of 1974 (Public Law 93-579), the FERPA, which protects the privacy of students' educational records. The Act requires students to provide consent before their records may be accessed by third parties.

FUNDING COLLEGE CREDIT FOR PRIOR LEARNING/EXPERIENCE

Applicants may have the opportunity to earn academic credit for college level knowledge and competency outside the classroom, for which credit has not already been earned. These types of credit opportunities are coordinated through the applicant's individual school.

Applicants may apply for tuition reimbursement; applicants must submit their original receipts and documentation of their successful credit approval. Such applications are subject to the requirements contained in Article 5 and must be submitted to the Higher Education Office in the same academic school year as the credits were awarded by the school.

STUDENT LOAN DEFAULT OPTIONS

Applicants who are in student loan default may have options available to be reconsidered for federal financial aid and should contact the loan lender to discuss the potential availability of such options. For additional information regarding student loan issues, including, but not limited to loan repayment, consolidation, default and disputes, please go to www.ed.gov.

Adopted:

BC-_____

References:

Oneida Higher Education Scholarship (Law)

Trust Scholarship Policy and Procedure (Amended-BC 12-11-13E)

Addendum 01: EXAMPLES OF THE ARTICLE 5(e) REQUIREMENT

This Addendum 01 contains examples of potential scenarios where a student is seeking multiple degrees and the eligibility results based on the requirement in Article 5(e) that applicants must be seeking the Scholarship for a degree that is categorized in a funding tier that is higher than the funding tier of a previously earned degree based on the following funding tiers:

Tier Level	Achievement Sought	Length of Eligibility*	Maximum Funding**
1st	Vocational Degree/Associate Degree/Certificate	2.5 years	$20,000
2nd	Undergraduate Degree	5 years	$20,000
3rd	Graduate Degree	3 years	$25,000
4th	Doctoral Degree	5 years	$30,000

1. The following are examples of funding eligibility for degrees sought in separate funding tiers:

   (a) A student may be enrolled in a doctorate program, 4th tier, and a master's program, 3rd tier, at the same time and would be subject to the 4th tier maximums for length of eligibility and funding because the degrees are being earned at the same time and the doctorate is in the higher tier.

   (b) A student may complete a master's program based on the 3rd tier maximums for length of eligibility and funding and then, once complete, may complete a doctorate program based on the 4th tier maximums for length of eligibility and funding because the doctorate is in a higher funding tier than the previously earned master's degree.

   (c) A student may not complete a doctorate program based on the 4th tier maximums for length of eligibility and funding and then pursue a master's degree based on the 3rd tier maximums for length of eligibility and funding because the master's degree is in a lower funding tier than the previously earned doctorate degree.

2. The following are examples of funding eligibility for multiple achievements sought in the 1st tier funding of Certificates, Vocational degrees and associate degrees:

(a) If an applicant previously received a Scholarship to attend a one (1) year dental assistant program and completed that program with a vocational degree, he or she may still be awarded a Scholarship to pursue an associate's degree because while it is technically in the same funding tier, it is a more advanced degree than the previously earned vocational degree. It is important to note that while the student may still pursue the associate's degree, the scholarship award remains subject to the 1st tier's maximum length of funding of 2.5 years. Based on this, the applicant is eligible for the scholarship award and has 1.5 years remaining to complete the associate's degree.

(b) If the applicant previously received a scholarship to participate in an associate program and earned an associate's degree, he or she would not be eligible for a Scholarship award to pursue a certificate or a vocational degree at a later time, regardless of any remaining length of eligibility because the associate's degree is the most advanced degree in the 1st tier and applicants are not eligible for funding of a degree that is less advanced than a previously earned degree.

Addendum 02: ONEIDA TRUST SCHOLARSHIP

This Addendum 02 contains information related to the Oneida Trust Scholarship, which is a separate program from the Oneida Higher Education Scholarship program; it is governed by the Oneida Trust Scholarship Fund Policy and is administered by the Higher Education Office. Based on the Policy, the primary purpose of the Oneida Trust Scholarship "is to establish a trust resource for providing financial aid scholarships to assist eligible enrolled Oneida Tribal members in securing higher educational opportunities based on established criteria. This Fund is intended to provide assistance for higher education needs not being met by Tribal contribution [meaning the Oneida Higher Education Scholarship]."

1. Applicants seeking funding through the Oneida Trust Scholarship must be in good standing with the Oneida Higher Education Scholarship program and shall submit the Trust Scholarship Application and any required documents to the Higher Education Office.

2. In order to be eligible for an Oneida Trust Scholarship award, applicants must meet the following requirements:

   (a) Be an enrolled Oneida Tribal Member;

   (b) Be seeking post-secondary acceptance/opportunities through required pre-requisite accredited classes, post-graduate preparation preparatory/examinations, or related a preparatory courses;

   (c) Complete the Oneida Trust Scholarship applications prior to the close of the class/term/examination; and

   (d) Be in good standing with the Oneida Higher Education Scholarship program as defined by **Article 10:** GRADING REQUIREMENTS – GOOD STANDING of the Higher Education Student Handbook.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: Unfinished Business

☒ Accept as Information only

☐ Action - please describe:

Accept update of Work Plan for Cemetery Improvements project #14-002.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Work Plan
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Council Member

Primary Requestor/Submitter: James Petitjean, Interim Asst. Division Director/Development
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Paul J. Witek, Senior Tribal Architect/ Engineering Dept.
Name, Title / Dept.

Additional Requestor: Fawn Cottrell, Contract Processor/ Engineering Dept.
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

STANDING ITEM:

Purpose:

Follow-up to item XII.A from December 9, 2015 OBC Meeting for a update to Work Plan.

Background:

On December 9, 2015 the Business Committee approved a motion to request the Cemetery Improvement Project #14-002 Work Plan be a standing item on the second regular Business Committee meeting agenda of each month starting in January of 2016 for updates.

Action Requesting:

1. Acceptance of Work Plan status update for Cemetery Improvements project #14-002.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

WORK PLAN

Cemetery Improvements Project
#14-002 3/22/16

No.	Description	Notes	Tasks	Task Coordinator	Estimated Completion Date	Status
1	Continue data readings from monitoring wells.	Monthly readings.	a. Collect data.	CW&S Dept.	On-going	On-going
2	Install additional monitoring wells.	Install monitoring wells at existing raised plateaus and on property to east.	a. Draft and release Request For Proposals (RFP).	Engineering Dept.	12/16/15	Complete, issued 12/9/15; proposals received 12/16/15.
			b. Draft and award contract.	Engineering Dept.	1/22/16	Complete.
			c. Install monitoring wells	Vendor	2/9/16	4 wells installed Feb. 8 & 9. Remaining 2 will be coordinated with Hydrogeology study.
3	Hydrogeology Study (ground-water study).	The study will review previous reports, existing data from monitoring wells, data from new monitoring wells and provide verification/recommendations of plan of action to address groundwater concerns.	a. Identify budget source for study.	Troy Parr	12/14/15	Transfer of funds from #07-009 Building Demolitions was approved by Finance Committee 12/14/15.
			b. Draft and release Request For Proposals (RFP).	Engineering Dept.	1/28/16	Issued 1/9/16; 4 proposals received and scored 1/28/16.
			c. Draft and award contract.	Engineering Dept.	3/14/16	GEI Consultants, Inc. approved, Notice to Proceed issued.
		Study duration is anticipated to be 6 months.	d. Conduct study.	Vendor	Fall 2016	Kick-off meeting with GEI to be held on 3/24/16.
4	Request funding for implementation.	Funding will be requested through the CIP Budget and amounts will be based upon estimates included in the Hydrogeology Study.	a. Include budget request in annual fiscal year CIP Budget request.	Engineering Dept.	T.B.D.	Waiting on Hydrogeology Study results. Will estimate cost and include a request in FY2017.
5	Additional drain tile installation.	Contingent upon results of Hydrogeology Study. If study results confirm this is an appropriate action, work will commence as funding allows.	a. Define specific scope of work with Technical Team.	Engineering Dept.	T.B.D.	Waiting on Hydrogeology Study results.
			b. Drain tile installation.	CW&S Dept.	T.B.D.	Waiting on completion of item 5.a.
6	Raise grades between existing plateaus.	Contingent upon results of Hydrogeology Study. If study results confirm this is an appropriate action, work will commence as funding allows.	a. Prepare Construction Documents to define scope of work and allow bidding of work.	Vendor/ Engineering Dept.	T.B.D.	Waiting on Hydrogeology Study results.
			b. Request bids and award construction contract.	Engineering Dept.	T.B.D.	Waiting on completion of item 6.a.
			c. Construction	Vendor	T.B.D.	Waiting on completion of item 6.b.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☒ Accept as Information only

☐ Action - please describe:

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Implementation Plan - Const. Amendments
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Melinda J. Danforth, Tribal Vice Chairwoman

Primary Requestor/Submitter:
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

At the February 24, 2016 Business Committee meeting, the Oneida Business Committee directed that the Constitutional Amendments implementation team submit reports beginning with the March 30th Business Committee meeting.

The attached report will be the very 1st report submitted by the team, and any feedback on how to improve the report would be appreciated.

Requested Action: To accept the update

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Implementation of the Oneida Constitutional Amendments Report #1

Report for the Oneida Business Committee

By the Constitutional Amendments Implementation Team

March 30, 2016

Background

On August 21, 2010 the General Tribal Council (GTC) considered the following 6 constitutional amendments to send to a Secretarial Election.

1. Lower voting age and age to participate in GTC from 21 years old to 18 years old
2. Change the Tribe's official name from Oneida Tribe of Indians of Wisconsin to Oneida Nation
3. Lift requirement to present yourself at the polls, thereby allowing for the development of absentee balloting for Oneida Business Committee elections which are held every three years
4. Remove the Secretary of Interior from an oversight and approval role with the Tribe
5. Formally establish a judicial branch within the Constitution
6. Remove the mandatory "first Monday" meeting requirement to allow the semi-annual meetings to be held on different days

The GTC voted to send all the constitutional amendments to a Secretarial Election, except #3 "Lift requirement to present yourself at the polls, thereby allowing for the development of absentee ballot for Oneida Business Committee elections."

The Business Committee worked with the Department of Interior, Bureau of Indian Affair to process Oneida's request for a Secretarial Election and on May 2, 2015, the BIA held a Secretarial Election where the Oneida Nation's members voted and approved all five (5) constitutional amendments. The 5 amendments are as follows;

a. Lower the voting age and age to participate in GTC from 21 years old to 18 years old
b. Change the Tribe's official name from Oneida Tribe of Indians of Wisconsin to Oneida Nation
c. Remove the Secretary of Interior from an oversight and approval role with the Tribe
d. Formally establish a judicial branch within the Constitution
e. Remove the mandatory "first Monday" meeting requirement to allow the semi-annual meetings to be held on different days

The BIA noticed the Oneida Nation on June 24, 2015 that each of the amendments had been certified. In July 2015, an appeal was filed to the Interior Board of Indian Appeals (IBIA) by a tribal member that halted the certification and implementation of the amendments. On February 17, 2016, the Oneida Nation received the IBIA's decision dated February 11, 2016 that rejected the appeal and upheld the decision of the BIA to certify Oneida's Secretarial Election. The Law Office has advised that there are additional appeal processes available to the tribal member in federal court. However, the amendments are deemed effective and certified which requires implementation of the amendments.

On February 24, 2016 the Business Committee formally acknowledged receipt of the IBIA's decision and directed the Constitutional Amendments Implementation Team begin reporting at the 2nd Regular Business Committee meeting of the month on the implementation of the constitutional amendments. This report serves as the first report to the Business Committee.

Constitutional Implementation Team Members

Melinda J. Danforth, Vice Chairwoman

Lisa Summers, Tribal Secretary

Lisa Liggins, Legislative Asst to the Tribal Secretary

Chad Wilson, Project Manager for ERB

Michelle Mays/Jo Ann House, Law Office

Bobbi Webster, Public Relations

Amendment #1: Lowering of the Voting Age

ISSUE	WHO
GTC Meeting Stipend Payment Policy may need to be amended to include 18 year olds. Possible emergency amendments until it can be adopted permanently	• **Complete** A review of the policy by the Law office concluded that the language in the policy did not need to change.
Confirm the FY16 budget contains the potential increase in stipend payments for GTC meetings **18 year olds were allowed to participate at the February 20, 2016 GTC meeting** Attendance will be monitored and FY17 budget will reflect the change	• **Complete** Treasurer confirmed that the FY 16 GTC Stipend budget has 11 meetings budgeted and should cover the cost for FY16 FY17 Budget will reflect this change
Election Law will need to amended **Target: July 2016 Special Elections**	Draft is complete and being submitted to LOC for emergency amendments
Space for GTC meetings	Secretary will continue to

	monitor attendance
Information sessions for 18-20 year olds to prepare them to participate in the GTC meetings.	RC & Danelle – work with summer student interns to develop e-learning tools and enhance curriculum with the school

Amendment #2: Name Change to Oneida Nation

ISSUE	**WHO**
Branding Initiative will be a vehicle to assist in the logo development, letterhead usage, signage, etc. along with the necessary budget **Business Committee approved the branding initiative to move forward**	Intergovernmental Affairs
Signage - Inventory of signage being compiled by Development Division (Jeff Witte) - Troy Parr providing a report on current signage being installed	Troy Parr & Jeff Witte
Tribal Seal – change	Lisa Liggins & Bobbi Webster finalizing drafts with Garth Webster Michelle to provide a legal opinion on required approvals
Business Committee resolution to allow for the name change to take place in all of our laws	Michelle drafting the resolution for BC approval
Directive from the BC to Direct Reports to make name changes as it comes up. Also, continue using existing paper and letterhead until change is implemented via the branding initiative	BC
Comprehensive Policy Governing Boards, Committees and Commissions	
Notification to Chief Counsel that we will need to prepare for any changes that are required with the State, pending lawsuits, and with our corporations (i.e. OTIE, 7 Generations Corp, etc.)	Chief Counsel preparing notifications Tribal Secretary's office has formally notified all tribally chartered corporations
Send letters to other Oneida communities of the official name change	Letters are drafted and will be considered for approval

	at the 4/13/16 Business Committee meeting
Follow up with federal agencies regarding the name change	Letter is drafted and will be considered for approval at the 4/13/16 Business Committee meeting
Banking Information – signature cards, account information, etc.	Finance/Accounting in process

Amendment #3: Removal of the DOI

ISSUE	**WHO**
Develop policy for future amendments to the constitution	Michelle to draft
Develop SOP's and flowchart consistent with Policy for changing future amendments to constitution	Lisa Liggins, Chad Wilson & Michelle – in progress
Election Law needs to be amended to reflect the constitutional referendum as described in the new amendments process.	Draft complete and being submitted to LOC for emergency amendments
Create petition form for constitutional amendments	Lisa Summers

Amendment #4: Judiciary

ISSUE	**WHO**
GTC Resolution delegating judicial authority to the Judiciary adopted in 2013.	Michelle to draft resolution • **In progress**

Amendment #5: Removal of the 1st Monday Meeting Requirement

- Alternate GTC Meeting Dates will be considered after the July 2016 Semi-Annual GTC meeting.

ISSUE	WHO
Review the GTC meeting rules draft to insure there is no language that	• **Complete**

would need to change before it goes to the GTC for consideration	

Other Issues Identified:

1. **Overall Communications Plan – Bobbi assigned**
   - Special Edition of the Kali to address the implementation plans for all amendments that pass.
   - Marketing to the 18-20 year olds that they are able to attend the GTC meetings
2. **Celebration –IGAC Assigned**
   - Business Committee directed a celebration to occur for the July 2016 GTC meeting. The Office of Intergovernmental Affairs and Communications has been assigned this task.
3. Amended Constitution was posted on Oneida Nation's website by the Legislative Reference Office

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Approval of CIP #14-012 Oneida Farms Barn and funding transfer.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. CIP Package #14-012
2. Project Budget Status Summary #07-009
3.
4.

☐ Business Committee signature required

4. Budget Information

☒ Budgeted - Tribal Contribution ☒ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: James Petitjean, Interim Asst. Division Director/Development

Primary Requestor/Submitter: Paul Witek, Senior Tribal Architect / Engineering
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Fawn Cottrell, Contract Processor / Engineering
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Purpose:
The project team is seeking formal approval of the project through the Capital Improvement Process (CIP) and the transfer of the project's funding. The project team has assembled a CIP Package for the project, see attached.

Background:
The Oneida Nation Farm is requesting a new barn structure due to the current limited capacity. At this time, it is high stress for the cattle and potentially dangerous for the employees. The existing barn does not have adequate space to efficiently care for brood cows and new calves. The proposed new structure will provide facilities to optimize health, handle cattle in the most humane and stress free manor possible, allow employees to work in a safe environment and to improve labor efficiency.

Approval of the proposed barn project will require the manure pit to be upgraded as a subsequent project that will be needed next year. Measures can be taken this year to accommodate the new barn, but next year upgrades to the manure pit will be required to not jeopardize grant funding provided.

Phase II of the CIP has various tribal entities review the project's CIP Package and provide comments on its impacts to the Oneida Reservation. Because this project is located on the existing farm property and due to grant funding deadlines, the project team feels it is appropriate to forgo Phase II of the CIP and proceed directly into Phase III – Design.

Action Requesting:

1. Approval of procedural exception to forgo Phase II of the CIP process of routing the CIP Package to the various review entities.

2. Approval of the CIP Package and CIP Project #14-012 Oneida Nation Farms Barn.

3. Transfer of $44,633 from the Building Demolitions Project, CIP #07-009 to the Oneida Nation Farms Barn, CIP #14-012 project.

4. Transfer of $150,367 from the Oneida Farm's CapEx - Cement Feed Lot (Control # 2016-4134) to the Oneida Nation Farms Barn, CIP #14-012 project budget.

5. Transfer of $72,000 from the Oneida Farm's CapEx - Tillage Equipment (Control # 2016-4136) to the Oneida Nation Farms Barn, CIP #14-012 project budget.

6. Approve of the financial commitment in the FY2017 CIP Budget, necessary to address the manure pit upgrade project.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Oneida Nation Farms Barn

CIP #14-012

CIP PACKAGE

March 22, 2016

Project Client: Agricultural Department

Project Team:

Ralinda Ninham-Lamberies	Assistant CFO – Finance Dept.
Jeff Scofield	Agriculture Director
Thomas J. Swiecichowski	Farm Supervisor
Leanne Doxtator	Project Planner - Planning Dept.
Sam VanDen Heuvel	Construction Manager - Engineering Dept.
Paul J. Witek	Senior Tribal Architect - Engineering Dept.

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PROJECT EXECUTIVE SUMMARY

Project Title: Oneida Nation Farms Barn

Project Description:
The Oneida Nation Farm is requesting a new barn structure due to the current limited capacity. At this time, it is high stress for the cattle and potentially dangerous for the employees. The existing barn is 4,620 sq. ft. of usable space. This is not adequate space to efficiently care for brood cows and new calves. The proposed new open front barn structure of approximately 23,700 square feet, will provide space for protecting the brood cows and calves. This structure would provide facilities to optimize health, handle cattle in the most humane and stress free manor possible, allow employees to work in a safe environment and to improve labor efficiency.

Approval of the proposed barn project will require the manure pit to be upgraded as a subsequent project that will be needed next year. Measures can be taken this year to accommodate the new barn, but next year upgrades to the manure pit will be required to not jeopardize grant funding provided.
(see page 7 of CIP Package)

Management/Business Plan:
The Oneida Farm is owned by the Oneida Tribe of Indians of WI and therefore carries an overhead expense to the Tribal government. The project is intended to increase sales which will allow the enterprise to cover the indirect costs associated with the farm.
(see Appendix)

Site Selection:
N6010 County Road C
Seymour, WI 54165

Project Budget Estimate: (also see page 9 of CIP Package)

Soft & Misc. Costs:	$20,300
Construction:	$449,000
Furniture, Fixtures & Equipment (FFE):	$1,000
Contingency:	$47,000
Total (rounded):	**$517,000**

Financial Plan:

The Project Team has identified various grant opportunities to help fund the project.
(see page 11 of CIP Package)

Communication Plan:

The standard process will be used for communicating the project status to the community.
(see page 11 of CIP Package)

I. Needs Assessment and Project Justification

A. **Introduction:** The Oneida Nation Farm is a tribally owned and operated enterprise which manages 5800+ acres of land on the reservation. The Oneida Nation Farm is requesting a barn shelter due to the limited capacity. The objective is to increase beef production from 200+ to 350 beef cows over a three year time period through the improvement of a barn. This barn will be an addition to the existing barn for the purpose of adding space for protecting the brood cows and calves. It will also increase the area for feeding, watering and medical facilities. To meet the current demand for beef the facility will need to be expanded to include pens for cows and calves. This will allow for year round breeding and birthing.

1. Approval of the proposed barn project will require the manure pit to be upgraded as a subsequent project that will be needed next year. Measures can be taken this year to accommodate the new barn, but next year upgrades to the manure pit will be required to not jeopardize grant funding provided.

B. **Present Facilities:** The existing barn is 4,620 sq. ft. of usable space. This is not adequate space to efficiently care for brood cows and new calves. The current facility is not designed to handle the large amount of calving's in a short period of time due to the tight calving window. The chute and area that cows are handled in is below the industry standard and needs to be improved. At this time, it is high stress for the cattle and potentially dangerous for the employees.

C. **Problem:** Current facility does not have enough individual pens to keep the calves from being crushed in herd. Current fatalities of calves can run as high as 10% or 12 calves a year simply because of the limited capacity of the current barn. The potential loss of revenue over the lost calves exceeds $40,000 annually. The barn addition would provide facilities to optimize health, handle cattle in the most humane and stress free manor possible, allow employees to work in a safe environment and to improve labor efficiency.

1. The current manure pit at the site does not comply with current standards for containment and worker safety. The additional manure generated by the new barn will also impact the functionality of the current pit. Measures can be taken this year to accommodate the new barn, but next year upgrades to the manure pit will be required.

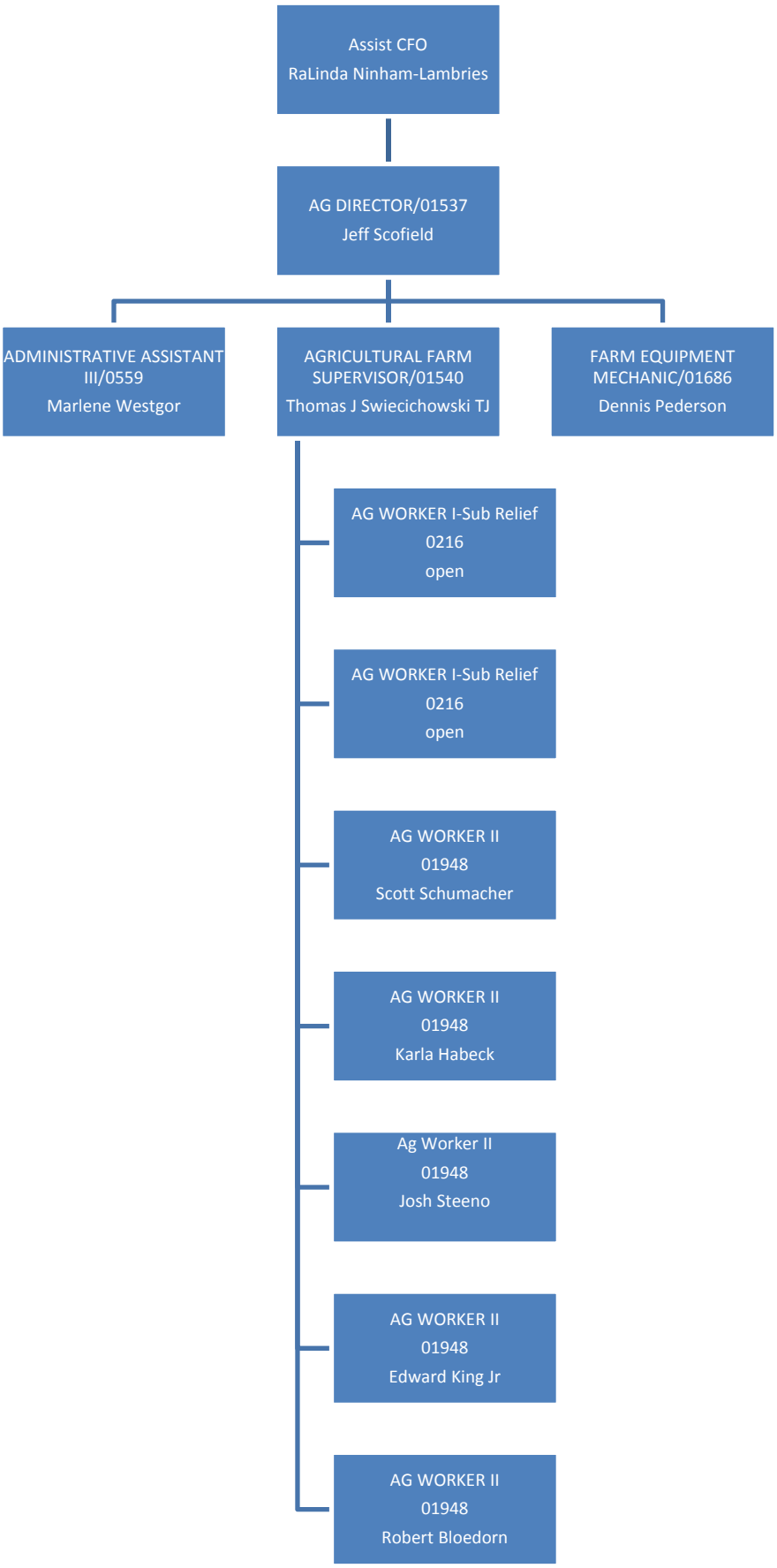
II. Business Plan

A. The Business Plan is included in the Appendix of this document. (see attached)

III. Management Plan

A. Management
The current management structure of the Oneida Farm will not change as a result of this project.

B. Organizational Chart follows:


Assist CFO
RaLinda Ninham-Lambries
AG DIRECTOR/01537
Jeff Scofield
ADMINISTRATIVE ASSISTANT III/0559
Marlene Westgor
AGRICULTURAL FARM SUPERVISOR/01540
Thomas J Swiecichowski TJ
FARM EQUIPMENT MECHANIC/01686
Dennis Pederson
AG WORKER I-Sub Relief
0216
open
AG WORKER I-Sub Relief
0216
open
AG WORKER II
01948
Scott Schumacher
AG WORKER II
01948
Karla Habeck
Ag Worker II
01948
Josh Steeno
AG WORKER II
01948
Edward King Jr
AG WORKER II
01948
Robert Bloedorn

C. Staffing, Requestor: Initially, current staffing will not change as a result of this project. However, as the program offerings grow, new staff is expected to grow to manage those programs. Those positions will be requested, as the need arises, through the normal HRD processes.

D. Staffing, Service Departments: The tribal service departments that are impacted by this project include the following. Their need for additional staffing due to this project is noted:

1. DPW – Facilities (no additional position(s) needed)
2. DPW - Groundskeeping (no additional position(s) needed)
3. Custodial (no additional position(s) needed)
4. MIS (no additional position(s) needed)

IV. Facility Concept and Space Requirements

A. The proposed building will be a one-story open front structure of approximately 23,700 square feet.

B. The spaces to be included are: bedded pack areas, feeding areas, watering areas, and the building will act as an overall shelter for the brood cows and calves.

C. Consistent with the Oneida Design Standards, it is our intention to utilize sustainable design principals on this project. Meaning, we will design, construct, and operate the building to minimize negative impacts to the natural environment and health, while optimizing long-term costs.

D. Approval of the proposed barn project will require the manure pit to be upgraded as a subsequent project that will be needed next year. Measures can be taken this year to accommodate the new barn, but next year upgrades to the manure pit will be required.

V. Site Selection Criteria

A. The Oneida Nation Farm's current facility is located at N6010 County Road C in Seymour, WI. This property will be utilized for the proposed barn structure as there is adequate space for the proposed design.

VI. Environmental

A. An Environmental Assessment will be initiated once the project has been approved and the design is at a stage where there is sufficient information to request the assessment.

VII. Budget Estimate

A. The Project Budget Estimate follows:

SOFT and MISCELLANEOUS COSTS				
Engineering Dept. Fees			18,100	
Architect / Engineer Fees & Reimbursables			0	
Soil Borings, Testing and Surveys			2,200	
Agency Review and Approval Fees			0	
Insurance - Builders Risk		covered by property insurance		
Archaeological Survey & Site Monitoring			0	
		Sub-total:		20,300
CONSTRUCTION				
Utility Relocation/Extension			20,000	
Site Work & Landscape			19,000	
Building Construction			410,000	
Integrated Automation (DDC Controls)			0	
		Sub-total:	449,000	
Oneida Preference Amount			0	
Sustainable Design Premium		0%	0	
Inflation Factor:	1 years	3% per year	0	
		Sub-total:		449,000
FIXTURES, FURNISHINGS AND EQUIPMENT				
Division 10 - Specialties			0	
Division 11 - Equipment			1,000	
Division 12 - Furnishings			0	
Division 27 - Communications			0	
Division 28 - Electronic Safety & Security			0	
		Sub-total:		1,000
	TOTAL:			470,300
	Contingency:	10.0%		47,000
	Finance Costs:	0.0%		0
		ESTIMATED TOTAL PROJECT BUDGET:		**$ 517,000**

VIII. Financial Plan

A. The Project Team has been researching possible grant opportunities for the project and has identified the following potentials:

1. New Waters Incentive:	$ 100,000
2. USDA NRCS Heavy Use Area Protection:	$ 50,000
3. USDA NRCS Farmstead:	$ 100,000

B. The remaining funding required for the project would come from the following sources:

1. Farm CapEx - Cement Feed Lot (Control # 2016-4134): (transfer to project CIP Budget)	$ 150,367
2. Farm CapEx - Tillage Equipment (Control # 2016-4136): (transfer to project CIP Budget)	$ 72,000
3. CIP Budget (transfer of unobligated balance from CIP #07-009):	$ 44,633

C. The subsequent Manure Pit Upgrade project will require funding in the FY2017 CIP budget. There are USDA NRCS grants available to help with the costs of the upgrade, but they will not fully fund the project. The estimated Total Project Budget for the Manure Pit Upgrades is in the $300,000 to $400,000 range. Specific vales cannot be determined until more evaluation is completed and the project scope better defined. USDA NRCS is currently assisting the project team with this task.

IX. Communication Plan

A. Information included in a communication plan for this project will include:
1. CIP project number
2. Project title
3. Project Manager (including: phone, fax numbers and e-mail address)
4. Project phase (identify process followed: CIP, etc.)
5. % of Phase completed
6. Brief description of the project scope
7. Project budget amount
8. Project schedule (identify if community meeting will be held)

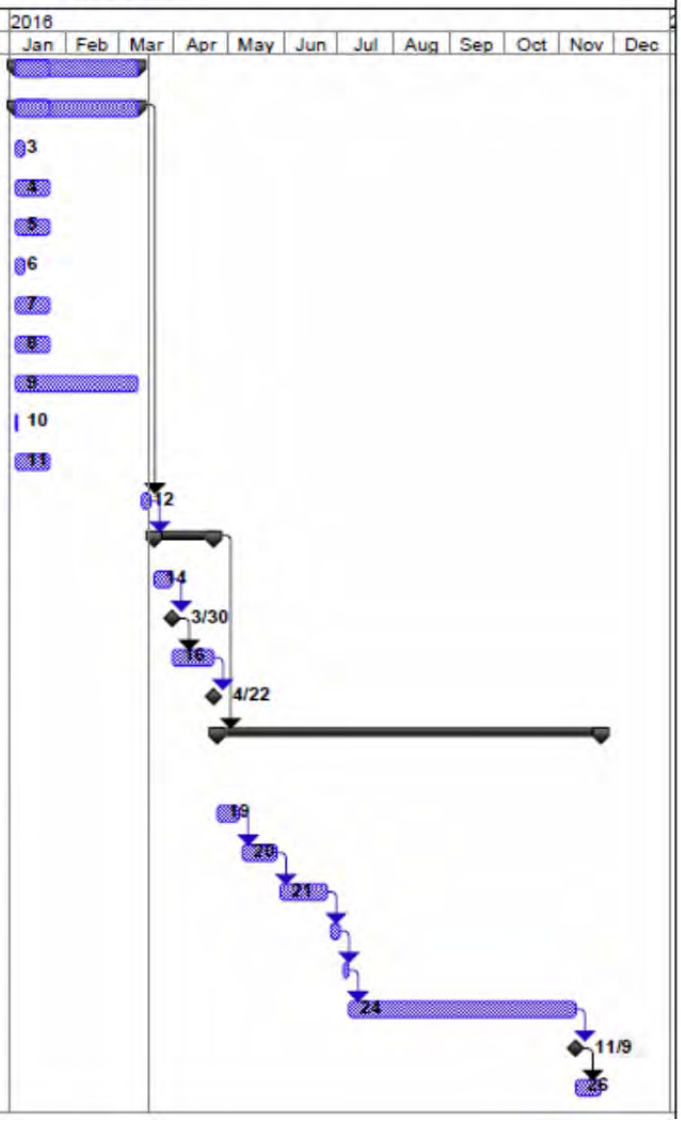
B. The Project Information will be communicated to the community and staff as follows:
1. Weekly status reports - Monday 8:30 AM at LBDC conference room (Project Manager)
2. Quarterly reports Tribal publications including: Kalihwisaks (Senior Tribal Architect)
3. Quarterly reports on Oneida website and on Oneida Intranet (Senior Tribal Architect)
4. Periodic articles in the Kalihwisaks based upon the specific needs of the project. (Project Manager)

X. Project Time Line

A. Project time line follows:

14-012 Oneida Nation Farms Barn
Preliminary Project Schedule

ID		Task Name	Duration
1		**CIP Phase I - CIP Request**	**50 days**
2		**Assemble CIP Package**	**50 days**
3		Project Justification	1 wk
4		Business Plan	3 wks
5		Management Plan	3 wks
6		Financial Plan	1 wk
7		Budget Estimates	3 wks
8		Site Selection Criteria	3 wks
9		Facility Concept & Space Requirements	10 wks
10		Project Schedule	1 day
11		Environmental Assessment	3 wks
12		Client Division Director Approval	1 wk
13		**CIP Phase II - Project Ranking & Approval**	**25 days**
14		CIP Package to OBC	8 days
15		OBC Approval	0 days
16		Additional Project Scope Development	17 days
17		Grant Funding Acceptance Deadline	0 days
18		**CIP Phase III & IV - Project Design & Construction**	**153 days**
19		Bidding and Negotiation	2 wks
20		Contract Award	3 wks
21		Construction Documents (CD)	4 wks
22		Engineering Dept. Document Review	1 wk
23		A/E Incorporates Owner review comments	3 days
24		Construction	18 wks
25		Substantial Completion	0 days
26		Final Completion	2 wks



XI. Appendix

A. Management/Business Plan

Oneida Point of Origin Beef Herd Expansion Project
Sustainability and Business Plan

1. Executive Summary:

The Oneida Nation currently operates the Oneida Nation Farm on their reservation. Production includes Angus beef production, bison, and crops. It is their desire to improve the Angus beef operation to produce more beef for their membership, employees, and to meet the local market demand for their tribally owned retail stores and restaurants on Tribal land. In order to accomplish this, the Oneida Farm needs to improve the current barn to increase the capacity to allow for year round birthing of calves.

1.1 Historical Background

In 1989 the Oneida Nation Farms began to maintain farm lands purchased by the tribe and has grown to become one of the largest farms in Northeast Wisconsin. There are currently 76,000 farms in Wisconsin. The Oneida Farm manages over 7,000 acres of land for the Oneida Tribe. Over 5,000 acres are under cultivation, 340 acres are used as pasture for the beef & bison, and other lands are utilized for various conservation and wildlife restoration projects. The tillable land is planted with corn, soybeans, wheat, & alfalfa. The crops are sold as many different products. They include hay, high moisture & dry corn, silage, straw, & crop on the field. Customers of the Oneida Nation farms are local family farms, commercial farms, & cooperatives. The primary customers are large local dairy farms. A portion of the crops produced are used internally for farm operations or by other areas of the Tribe. Approximately 500 head of Black Angus and 150 head of Bison are raised. Sales of 1/4's & 1/2 finished beef are sold by the Farm to the open public and through employee 10 week payroll deduction to employees of the Oneida Nation. Individual cuts of beef & bison products are sold to tribal members, employees, and the general public through the Oneida Market.

Maintaining the Oneida Nation Farms contributes to goals established by the Oneida Community Integrated Food System (OCIFS) and the Oneida Comprehensive plan. The production of agricultural products is also in alignment with the food sovereignty initiative passed by the Oneida Business Committee in 2008. The Farm participates in several

government programs and receives grant funds that aid in the conservation, management and preservation of lands within the Oneida reservation boundaries. With that said, without the substantial returns associated with a gaming monopoly or the tax advantages related to tobacco, the Oneida Nation Farm doesn't have the potential to be a large producing enterprise. Further assistance is needed to correct and implement organizational changes that will support efficient and effective management and growth.

1.2 Oneida Agriculture

The Oneida Nation has farmed for as long as the Oneida people have existed, as a means of survival. The Iroquois Confederacy fed the European immigrants and the new American army during the wars with the British and the French. Army commanders reported that they burned the Oneida Nation's 2 million bushels of stored corn in the 1700's. When the Oneida moved to northeastern Wisconsin, agriculture was the main source of food for them on the 65,430 acre reservation.

United States federal policies, including the treaties and the Dawes Act, severely impacted the Oneida land base as it was lost through individual sale, taxation and theft.

The Depression of the 1930's, the Second World War and the Relocation Act in the 1950's, forced many tribal members to support their families by seeking employment off the reservation in larger cities, in other counties and in other states. By 1967, the Oneida land ownership was reduced to 200 acres. The Oneidas' ability to survive on their reservation with their own food production was nearly at a standstill.

1.3 Oneida Nation Farm

The Oneida Tribe's 1979 Comprehensive Plan proposed using agricultural land being acquired to diversify the economy, provide food for the people and to provide employment. In the development of the comprehensive plans in 1973, 1979 and 1987, the community and committees composed of Oneida Business Committee members, administrative managers and staff, worked with community survey results and meeting comments to frame goals and objectives. These goals and objectives led to the development of policies, projects and tasks specifically identifying what the community wanted to be carried out for the benefit of the Oneida Nation, its people, the environment, economy and

for the future.

The 1979 Comprehensive Plan's Economic Development
Goals were:

1. "To provide a level of industrial, commercial and agricultural development; that promotes a minimum level of unemployment among the Oneida people and produces goods and services required by area residents; and to develop a stable revenue source for the Oneida Nation."
2. "Develop a viable agricultural operation on the Oneida Reservation together with an educational program relating agriculture to the Oneida culture and traditional land ethic."
3. "Vertically Integrate the Oneida Agricultural operation to include production and processing of foods, while making products available at lower than market prices."
4. "Develop and establish an integrated hog and dairy operation."

The 1987 Comprehensive Plan pointed out that while nearly three quarters of the land within the Reservation boundaries was used for agriculture; there was no clear policy of what would become of these lands once they were under Tribal control. Also, few Tribal members were involved in agriculture, and there was a perceived lack of interest in pursuing careers or training in agriculture. Also, the 1987 Comprehensive Plan cited the need to explore potentials for development of a forestry-related industry or enterprise. It states "Ongoing establishment of timber stands on marginal properties and harvest of existing stands will not only encourage better management of the existing resources, but will have the added benefit of improving wildlife habitat for recreational use."

In 1989, the farm operation included 350 acres of land and 35 head of cattle. In 1990, the Oneida Business Committee issued a list of objectives. One of these was for the Tribe to "produce its own vegetables and meat by the year 2000." By 1992, the Farm's land base tripled in size while no realistic plans were put in motion to upgrade either the equipment or the facilities. The result was a farming operation, treated as a profit making enterprise, but unable to produce a profit or move significantly toward the original goals. In 1993, investments in equipment and upgrades to the livestock feedlots were accomplished. These

improvements resulted in a more workable and efficient farm operation. In 1994, the Farm's land base consisted of 1,981 acres of which 1,429 were suitable for crops.

In the years of 1995 through 1997, the Oneida Farm produced peas and beans under contract to the Seymour Canning Company.

1.4 Objectives:

The Oneida Nation desires to increase beef production from a little over 200 to 350 black angus beef cows over a three year time period through the remodel and improvement of a barn. Presently the Angus beef herd has over 500 head of cattle, which is scheduled to produce 225 calves a year. Under the current barn conditions, the Farm is calving for only 8 months out of the year and the need for space increases the mortality rate by 10% or 20 calves a year.

The remodel would increase the space needed for calving year-round and keep the calves separated from the rest of the beef herd, which in term increases their chance for survival by 50% or more. The objective of the grant would increase the herd from 500 head to 750 head of beef and produce 350 calves with a 95% or more survival rate.

1.5 Mission

The Mission of the Oneida Nation Farm is to continue the Oneida agricultural operation and to provide USDA approved Angus beef to the Oneida membership, businesses, and future generations while remaining efficient in the land use and vertical integration within the Oneida Tribal structure.

1.6 Keys to Success

The first key to success is to improve the calving operation by gaining the ability to separate calves and cows from the rest of the herd prior to birth. Current facilities do not have enough individual pens to keep the calves from being crushed in herd. Current mortality rate of calves can run as high as 10% or 20 calves a year. The potential loss of revenue over the lost calves exceeds $40,000 annually.

The second key to success is having the ability to increase the herd of beef through our own ability to raise calves into breeding cows. The increased ability to raise more cattle coupled with the ability to improve mortality rates will result in a natural internal ability to increase the herd size without having to purchase cattle.

The third key to success is the improved cash flow from having the ability to sell more beef to the general public, membership, employees of the Oneida Nation and associated businesses owned by the Tribe.

2 Company Summary

2.1 Company Ownership:

The Oneida Nation Farm is a tribally owned and operated enterprise which manages 7,000 acres of land. About 5,000 tillable acres are in cash crops (field corn, soybeans, wheat, and alfalfa hay) that are either consumed by the farm livestock or are sold to local buyers. About 2,000 acres are managed in pastures conservation programs (grassed waterways and buffers, wetlands, woodlands and pasture). Each parcel of land has a farm plan for managing agricultural land use. Agro-forestry practices are being studied to determine long range benefits for environmental protection, enhancement of wildlife habitat and to contribute to economic diversification.

The Farm manages over 500 head Black Angus beef feeding operation with meat sales to Tribal members, employees, tribal operations and general public. A 95 head cow/calf grazing operation was started in Fall 2004 and continues to provide healthier meat. A Bison grazing operation has been expanded to 150 head with new fencing, water wells and corrals. A public observation platform is available for viewing. Bison meat is provided for community events and sold to consumers.

In 2015, the Oneida Farm is responsible for managing the current 6,400 acres of land and diversifying a sustainable farming operation with 9 employees.

Consider the following:

1. The farm currently produces 5,200 acres of cash crops (corn grain, corn silage,

soybeans, wheat, and alfalfa hay) that are either consumed by the farm livestock or are sold to other buyers.

2. Manages over 500 head/year natural Black Angus beef feeding operation.
3. Successfully increased revenues from the sale of Black Angus and Bison meat to Tribal members, employees, tribal operations and general public.
4. Established a 225 head cow/calf grazing operation for healthier meat.
5. Established a 150 head bison project including fencing, water wells and corrals.
6. Working with Oneida Nation School System to begin teaching agricultural education, using bison as the first subject, to gain greater awareness of how food is produced, how it affects the economy and potential employment.
7. The Oneida Farm is staffed with a manager, supervisor, and an administrative assistant. There are 6 full-time Ag Worker, 1 Ag Mechanic.
8. In 2010, the Oneida Nation Farm planted the following acreage by crop type: corn grain 1049 acres with an assumed yield of 140 - 150 bushels of corn per acre at harvest, Corn silage 533 acres with an assumed yield of 17 tons per acre at harvest, alfalfa 2162 acres with an assumed yield of 4 tons per acre annual harvest, winter wheat 300 acres, with an assumed yield of 60 bushels per acre at harvest, soybeans 490acres with an assumed yield of about
   45 bushels per acre and Triticale seed crop 104 acres with assumed 35 bushel per acre.
9. The current feeder beef production has improved in finishing an animal to the point of slaughter down to 14 months of age. The grazing operation has been successful in delivering "healthy" newborn calves. Newborns are tagged and vaccinated each day at birth. The Oneida Nation Farms is very proud of its Point of Origin Beef, raised in a healthy environment without the use of growth hormones.

2.2 Start-up Summary:

The Oneida Nation Farm is already in the production of Angus beef for businesses owned by the Oneida Nation. The demand is increasing and could easily support another two

hundred head of beef, if the Oneida Farm could sustain such an increase. The other source of customers is the Tribal membership, employees, and public who purchase their beef from the Oneida Market retail store.

The current barn used for beef is too small to protect the cows and calves, and does not have adequate feeding, watering and medical facilities. To meet the current demand for beef the facilities will need to be remodeled to include pens for cows and calves that allow year-round breeding and birthing of beef. The current facility creates a 5-10% mortality rate of calves simply because of the limited capacity of the current barn.

2.3 Products

The primary products of the Oneida Farms include the following:

1. Angus Beef
2. Buffalo products
3. Crops, including:

a. Alfalfa
b. Corn grain
c. Corn silage
d. Soybean
e. Wheat

The crops are used to provide feed for the Oneida Farms beef and buffalo herd, with the majority of the crops sold to three area dairy farms to feed their collective herds of dairy cattle. Additionally the corn and soybean and corn crops are sold to local markets.

3. Market Analysis

3.1 Industry Analysis

Agriculture is one of Wisconsin's largest economic sectors. According to the Department of Agriculture, Trade and Consumer Protection, agriculture & food generate over $50 billion annually in economic activity. Meat alone generated over $12 billion in 2008. Wisconsin was number one in cheese production, enjoying 25% of the market share in the U.S. Milk production is at a 17 year high, and Wisconsin is the number one producer of cranberries in the country. Over the last year, Wisconsin farmers saw a sharp increase in the prices for their products (except milk). However,

they also saw a double digit increases in the costs of fertilizer, fuel, seeds, & feed.

3.2 Marketing Strategies

Marketing agricultural products involves the management of multiple risks and the utilization of a variety of tools to execute effective strategies. The Oneida Nation Farm must consider everything from the state of the economy to changing Federal policies in developing its plans. Strategies begin with an evaluation, identifying which commodities will be produced, customer needs, competition, resource management, trends, seasonal patterns, and market and industry information. Each year a crop plan is developed utilizing all available information. Purchasing crop insurance is a way to mitigate risks and has become common practice for the Farm. One marketing tool available for agricultural producers is to negotiate contracts with their customers. This reduces risk by locking in a price level. Another strategy involves storing crops after harvest & holding them in inventory until prices are more favorable. Other marketing tools include straight cash sales, a wide variety of contracts, cooperatives, direct sales, and loans.

The Oneida farm is especially conscious of the expansion plans of their primary customers, local dairy farms, during their planning efforts. They also review all the programs offered by the federal government. Marketing for a farm includes the dual objectives of managing price risk and making a profit.

3.3 Competitive Edge

One competitive edge the Oneida Farm maintains is the advantage of managing the complete process of breeding, feeding, and growing beef for their operations to maintain and control the quality of their product.

A second advantage is the built-in demand for the product that already exists among the existing businesses, membership, employees and retail customers. The demand already exists to double our current production, which ensures our bottom line success. The ability for tribal employees (3,000) to purchase beef through a 10 pay period payroll deduction plan also increases the demand for Oneida beef.

There are five key factors to marketing success in agriculture. They include:

1. The quality of the product,
2. Developing key client relations,
3. Knowing the product,
4. Establishing a fair business practices including price, and
5. Great customer service

4 Financial Summary

An integral part of the Oneida Farm system, the Angus beef program needs to increase sales to overcome the direct and indirect costs associated with the Tribe. The land is available to increase the pasture, the Tribe is willing to contribute $125,900 to assist in improving the efficiencies of the beef program, and the program is established.

Below is a pro-forma Profit and Loss statement which demonstrates the increased beef sales offsetting the fairly stabilized indirect and direct costs connected to the Nation.

Oneida Farms: Cattle
Profit and Loss Statement
Pro Forma

	2017	2018	2019	2020	2021
Sales/Revenues	308,197	343,477	378,757	414,037	449,317
Cost of Sales	207,331	231,065	254,800	278,550	302,300
Gross Profit	100,866	112,412	123,957	135,487	147,017
Operating Expenses					
Wages and Benefits	43,478	44,782	46,126	47,510	49,267
Other External Internal	17,500	17,500	17,500	17,500	17,500
Net Profit/Loss	39,888	50,130	60,331	70,477	80,250

5 Assessment of Risks and Assumption

5.1 Strengths

The first strength of the expansion of the beef herd is the level of control the Oneida Farm exerts over the quality, expense, marketing, and sales of the product, The only outside vendors are the veterinarian and the butcher. The entire process is in-house and immediate and direct decisions can be made very quickly.

The second strength is the market is built into the organization, from the sales of beef to the membership, elderly, and employee to the business entities of the Tribe including the restaurants, retail outlets, and schools; they are all entities owned or operated by the Oneida Tribe of Indians.

5.2 Weaknesses

The first weakness in the expansion is the ability to produce enough calves to cover the direct and indirect expenses required for the operation of the farm. As a part of the farm system, they beef operation is provided pasture, feed, and medical assistance to the beef based on the entire operation of the farm. If the farm needs to reduce the availability of crops previously sold to provide operating capital to the Oneida Farm, the beef expansion profit may be offset by the loss of revenue of the cash crops.

The second potential weakness is the training required for a year round breeding program versus the current single season breeding program. Year round expertise will be required in all weather, especially the winter, to provide the needed care required for the increase in calves.

5.3 Opportunity

The beef production produces a high quality product that is desirable to our customers, both internal and external. The opportunity currently exists to produce more produce to increase the financial strength of the farm. The opportunity to take the next step in becoming self-sufficient is already in motion., With the amount of land available, the

personnel available to go forward, and the willingness of the Oneida Tribe to invest in the farm, the Tribal beef operation can be a model of success in Indian Country.

5.4 Threats

The biggest threat to the expansion is the inability to repair the barn and lose the small amount of space we currently have to take care of our herd. The loss of the barn to shelter our new calves and to treat the cattle would require the beef herd to be reduced. The eventual reduction or elimination or the beef program would have far reaching losses to the membership, businesses, and customers.

PROJECT: 07-009 (001-4220010-000) Building Demolitions

APPROVED BUDGET 496,000.00
ACTIVATED TO DATE 496,000.00
BALANCE TO BE ACTIVATED

Vendor	Budget Amt	Contract Amt	Thru C.O.#	Pending C.O. Amt	Approved C.O. Amt	Revised Contract Amt	Paid Expenses To Date	P.O. Balance
Soft Costs	19,700.00							
ONEIDA ENGINEERING DEPART		50,000.00	10		11,934.50-	38,065.50	39,235.50	1,170.00- *
ONEIDA ENVIRON RESTORATIO		6,718.40				6,718.40	6,718.40	
		56,718.40			11,934.50-	44,783.90	45,953.90	
Construction	403,300.00							
ADVANCED ASBESTOS REMOVAL		56,506.00	1		6,050.00	62,556.00	62,556.00	
ALL-WEATHER INSULATION		26,995.00	2		23,995.00	50,990.00	50,990.00	
BROWN COUNTY		7,500.00	2		1,408.09	8,908.09	8,908.09	
CARL'S TRUCKING LLC		10,000.00	3		15,474.00	25,474.00	25,474.00	
ENVIRONMENTAL MGMT & TEST		3,000.00	1		.30-	2,999.70	2,999.70	
FORTRESS FENCE INC		2,180.00				2,180.00	2,180.00	
LANDFILL REDUCTION &		24,900.00				24,900.00	20,768.13	4,131.87
ONEIDA COMMUNITY WELL & S		10,438.43				10,438.43	10,438.43	
ONEIDA RETAIL ADMIN		11,000.00	3		8,000.00	19,000.00	13,488.30	5,511.70
		152,519.43			54,926.79	207,446.22	197,802.65	
FF & E	22,000.00							
CREATIVE SIGN CO INC		4,800.00				4,800.00	4,800.00	
WIRE TECHNOLOGIES INC		37,787.14				37,787.14	37,787.14	
		42,587.14				42,587.14	42,587.14	
Contingency	51,000.00							
Financing Expenses								
		251,824.97			42,992.29	294,817.26	286,343.69	

Project Budget 496,000.00
Approved Budget 496,000.00
Funding variance

Remaining Project Funds (Gross) 201,182.74
(total actual budget less total revised contract amt)
Less Pending Change Orders
Remaining Project Funds (NET) 201,182.74

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Motion to enter E-poll results into the record to approve the amendment to the 2016 Indian Housing Plan to include the Tribal HUD-VASH Program in the amount of $204,934 and to authorize the Chairwoman to sign off on the amendment.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. email
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: April Skenandore, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

On March 10, 2016 the following e-poll was conducted:

Summary:
Justine Hill, on behalf of Scott Denny, Interim Housing Manager is requesting an E-Poll for approval to submit an amendment to the 2016 Indian Housing Plan (IHP) to include the Tribal HUD-VASH Program in the amount of $204,934. Upon approval of the amendment, it requires the Chairwoman's signature. The Implementation Plan which had a deadline of March 8, had been sent on February 24, 2016 to EWONAP.

It is unclear if the IHP amendment must be submitted prior to the release of funds. Justine Hill has been in contact with VA staff and they have not received their VASH funding as of yet. Therefore, the hiring of a Case Manager has been put on hold until funding becomes available. However, other Case Managers are willing to work with us until the VA can hire one that will work specifically with our participants. That Case Manager will be housed at the Oneida office.

Requested Action:
Approve the amendment to the 2016 Indian Housing Plan to include the Tribal HUD-VASH Program in the amount of $204,934 and to authorize the Chairwoman to sign off on the amendment.

Deadline for response:
Please submit your response by noon on Friday, March 11, 2016. Please respond by using the voting button above. Thank you.

The following is the e-poll results:
Support: Melinda J. Danforth, Trish King, Lisa Summers, Brandon Stevens, Jennifer Webster, Fawn Billie, David Jordan

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

April Skenandore

From:	TribalSecretary
Sent:	Friday, March 11, 2016 12:00 PM
To:	Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc:	Justine A. Hill; Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject:	E-POLL RESULTS: E-Poll Request: Approval to submit amendment to 2016 Indian Housing Plan to include Tribal HUD-VASH program and Authorize Chairwoman to sign off on the amendment
Attachments:	IHP Amendment.pdf
Importance:	High

Good Morning,

E-POLL RESULTS

The E-poll request to approve the amendment to the 2016 Indian Housing Plan to include the Tribal HUD-VASH Program in the amount of $204,934 and to authorize the Chairwoman to sign off on the amendment is approved. Below is the results:

Support: Melinda J. Danforth, Trish King, Lisa Summers, Brandon Stevens, Jennifer Webster, Fawn Billie, David Jordan

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions
Heather Heuer (Information Management Specialist) – BC Meeting Agenda Requests, Packets, and Minutes

CONFIDENTIALITY NOTICE: *This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.*

From: TribalSecretary
Sent: Thursday, March 10, 2016 3:26 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill

Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: E-Poll Request: Approval to submit amendment to 2016 Indian Housing Plan to include Tribal HUD-VASH program and Authorize Chairwoman to sign off on the amendment
Importance: High

Good Afternoon,

E-POLL REQUEST

Summary:
Justine Hill, on behalf of Scott Denny, Interim Housing Manager is requesting an E-Poll for approval to submit an amendment to the 2016 Indian Housing Plan (IHP) to include the Tribal HUD-VASH Program in the amount of $204,934. Upon approval of the amendment, it requires the Chairwoman's signature. The Implementation Plan which had a deadline of March 8, had been sent on February 24, 2016 to EWONAP.

It is unclear if the IHP amendment must be submitted prior to the release of funds. Justine Hill has been in contact with VA staff and they have not received their VASH funding as of yet. Therefore, the hiring of a Case Manager has been put on hold until funding becomes available. However, other Case Managers are willing to work with us until the VA can hire one that will work specifically with our participants. That Case Manager will be housed at the Oneida office.

Requested Action:
Approve the amendment to the 2016 Indian Housing Plan to include the Tribal HUD-VASH Program in the amount of $204,934 and to authorize the Chairwoman to sign off on the amendment.

Deadline for response:
Please submit your response by **noon on Friday, March 11, 2016.** Please respond by using the voting button above. Thank you.

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions
Heather Heuer (Information Management Specialist) – BC Meeting Agenda Requests, Packets, and Minutes

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SECTION 16: IHP AMENDMENTS

24 CFR §1000.512

Use this section for IHP amendments only.

This section is only filled out if the recipient is making an official amendment to an IHP that was previously determined to be in compliance by HUD, and the recipient is required to send the amended IHP to HUD for review. The recipient may amend its IHP at any time during the Program Year.

There are only two instances when an IHP amendment must be submitted to HUD for review and determination of compliance:
(1) When the recipient is adding a new activity that was not described in the current One-Year Plan that was determined to be in compliance by HUD; or
(2) When the recipient is reducing the amount of funds budgeted to protect and maintain the viability of housing assisted under the1937 Act.

The recipient is not required to submit an amended IHP to HUD:

If the revision simply alters the IHBG budget, including moving funds among planned tasks, or
If it deletes a planned activity, *unless* the re-programmed funds from the budget amendment or task deletion will be used for a new task not currently in an IHP determined by HUD to be in compliance, *or unless* the change is to reduce the budget supporting 1937 Act units.

NOTES:

If Line 2 in Section 8 (IHP Tribal Certification) is checked in the current IHP, a new certification must be signed and dated by the authorized tribal official and submitted with the IHP Amendment.

Section 1 (Cover Page) is recommended but not required with an IHP Amendment submission.

Eligible Activity	Output Measure	Output Completion
(1) Modernization of 1937 Act Housing [202(1)]	Units	All work completed and unit passed final inspection
(2) Operation of 1937 Act Housing [202(1)]	Units	Number of units in inventory at Program Year End (PYE)
(3) Acquisition of Rental Housing [202(2)]	Units	When recipient takes title to the unit
(4) Construction of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection
(5) Rehabilitation of Rental Housing [202(2)]	Units	All work completed and unit passed final inspection

(6) Acquisition of Land for Rental Housing Development [202(2)]	Acres	When recipient takes title to the land
(7) Development of Emergency Shelters [202(2)]	Households	Number of households served at any one time, based on capacity of the shelter
(8) Conversion of Other Structures to Affordable Housing [202(2)]	Units	All work completed and unit passed final inspection
(9) Other Rental Housing Development [202(2)]	Units	All work completed and unit passed final inspection
(10) Acquisition of Land for Homebuyer Unit Development [202(2)]	Acres	When recipient takes title to the land
(11) New Construction of Homebuyer Units [202(2)]	Units	All work completed and unit passed final inspection
(12) Acquisition of Homebuyer Units [202(2)]	Units	When recipient takes title to the unit
(13) Down Payment/Closing Cost Assistance [202(2)]	Units	When binding commitment signed
(14) Lending Subsidies for Homebuyers (Loan) [202(2)]	Units	When binding commitment signed
(15) Other Homebuyer Assistance Activities [202(2)]	Units	When binding commitment signed
(16) Rehabilitation Assistance to Existing Homeowners [202(2)]	Units	All work completed and unit passed final inspection
(17) Tenant Based Rental Assistance [202(3)]	Households	Count each household once per year
(18) Other Housing Service [202(3)]	Households	Count each household once per year
(19) Housing Management Services [202(4)]	Households	Count each household once per year
(20) Operation and Maintenance of NAHASDA-Assisted Units [202(4)]	Units	Number of units in inventory at PYE
(21) Crime Prevention and Safety [202(5)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(22) Model Activities [202(6)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(23) Self-Determination Program [231-235]		
Acquisition	Units	When recipient takes title to the unit
Construction	Units	All work completed and unit passed final inspection
Rehabilitation	Units	All work completed and unit passed final inspection
Infrastructure	Dollars	Dollars spent (report in Uses of Funding Table only)
(24) Infrastructure to Support Housing [202(2)]	Dollars	Dollars spent (report in Uses of Funding Table only)
(25) Reserve Accounts [202(9)]	N/A	N/A

APR: REPORTING ON PROGRAM YEAR PROGRESS (NAHASDA § 404(b))

Complete the shaded section of text below to describe your completed program tasks and actual results. Only report on activities completed during the 12-month program year. Financial data should be presented using the same basis of accounting as the Schedule of Expenditures of Federal Awards (SEFA) in the annual OMB Circular A-133 audit. For unit accomplishments, only count units when the unit was completed and occupied during the year. For households, only count the household if it received the assistance during the previous 12-month program year.

1. Program Name and Unique Identifier:	**Tribal HUD VASH - 2016**
2. Program Description *(This should be the description of the planned program.):*	
This program is designed to provide subsidized rental assistance to Native American Veterans who are in need of supportive services and are Homeless or at Risk of Homelessness. All participants are required to be screened by the Veterans Administration (VA), to confirm eligibility for this program prior to participation. The overall program will be implemented in accordance with the Oneida Housing Authority HUD VASH Implementation Plan dated February 24, 2016, provided under seperate cover. The rental assistance will be focused on available units in the area, whether privately or Tribally owned.	
3. Eligible Activity Number *(Select one activity from the Eligible Activity list. Do not combine homeownership and rental housing in one activity, so that when housing units are reported in the APR they are correctly identified as homeownership or rental.):*	17
4. Intended Outcome Number *(Select one outcome from the Outcome list.):*	5
Describe Other Intended Outcome (Only if you selected "Other" above):	
5. Actual Outcome Number *(In the APR identify the actual outcome from the Outcome list.):*	
Describe Other Actual Outcome (Only if you selected "Other" in above):	
6. Who Will Be Assisted *(Describe the types of households that will be assisted under the program. Please note: assistance made available to families whose incomes fall within 80 to 100 percent of the median should be included as a separate program within this section.):*	
Appropriately VA pre-screened Homeless and at Risk of Homelessness Native American Veterans who are enrolled members of the Oneida Tribe of Indians of Wisconsin or enrolled members of federally recognized tribes living within the Oneida Tribe of Indians of Wisconsin reservation boundaries, and whose annual income is no more than 80 percent of the area median income utilized by Oneida Housing Authority.	

7. Types and Level of Assistance *(Describe the types and the level of assistance that will be provided to each household, as applicable.)* **:**

Eligible veterans will be assisted with a rental subsidy so their monthly rent payment does not exceed 30 percent of their adjusted income. In addition, Oneida Housing Authority will provide assistance to eligible veterans in accessing supportive services.

8. APR: *Describe the accomplishments for the APR in the 12-month program year.*

9. Planned and Actual Outputs for 12-Month Program Year

Planned Number of **Units** to be Completed in Year Under this Program	Planned Number of **Households** To Be Served in Year Under this Program	Planned Number of **Acres** To Be Purchased in Year Under this Program
	20	
APR: Actual Number of **Units** Completed in Program Year	APR: Actual Number of **Households** Served in Program Year	APR: Actual Number of **Acres** Purchased in Program Year

10. APR: *If the program is behind schedule, explain why. (24 CFR § 1000.512(b)(2))*

(11) Amended Sources of Funding (NAHASDA § 102(b)(2)(C)(i) and 404(b)) *(Complete the **non-shaded** portions of the chart below to describe your estimated or anticipated sources of funding for the 12-month program year.* ***APR Actual Sources of Funding -- Please complete the shaded portions of the chart below to describe your actual funds received. Only report on funds actually received and under a grant agreement or other binding commitment during the 12-month program year.)***

	IHP					APR					
SOURCE	(A) Estimated amount on hand at beginning of program year	(B) Estimated amount to be received during 12-month program year	(C) Estimated total sources of funds (A+B)	(D) Estimated funds to be expended during 12-month program year	(E) Estimated unexpended funds remaining at end of program year (C-D)	(F) Actual amount on hand at beginning of program year	(G) Actual amount received during 12-month program year	(H) Actual total sources of funding (F+G)	(I) Actual funds expended during 12-month program year	(J) Actual unexpended funds remaining at end of 12-month program year (H - I)	(K) Actual unexpended funds obligated but not expended at end of 12-month program year
1. IHBG Funds	$12,192,294	$3,789,132	$15,981,426	$6,908,943	$9,072,483			$0		$0	
2. IHBG Program Income	$0	$861,722	$861,722	$861,722	$0			$0		$0	
3. Title VI			$0		$0			$0		$0	
4. Title VI Program Income			$0		$0			$0		$0	
5. 1937 Act Operating Reserves			$0		$0			$0		$0	
6. Carry Over 1937 Act Funds			$0		$0			$0		$0	
LEVERAGED FUNDS											
7. ICDBG Funds	$576,813		$576,813	$576,813	$0			$0		$0	
8. Other Federal Funds			$204,934	$204,934	$0			$0		$0	
9. LIHTC			$0		$0			$0		$0	
10. Non-Federal Funds			$0		$0			$0		$0	
TOTAL	$12,769,107	$4,650,854	$17,624,895	$8,552,412	$9,072,483	$0	$0	$0	$0	$0	$0

TOTAL Columns C & H, 2 through 10		$1,643,469		$0	

Notes:

a. For the IHP, fill in columns A, B, C, D, and E (non-shaded columns). **For the APR, fill in columns F, G, H, I, J, and K (shaded columns).**

b. Total of Column D should match the total of Column N from the **Uses of Funding table below.**

c. Total of Column I should match the Total of Column Q from the Uses of Funding table below.

(12) Amended Uses of Funding (NAHASDA § 102(b)(2)(C)(ii)) *(Note that the budget should not exceed the total funds on hand and insert as many rows as needed to include all the programs identified in Section 3.* ***Actual expenditures in the APR section are for the 12-month program year.)***

	IHP			APR		
PROGRAM NAME	(L) Prior and current year IHBG (only) funds to be expended in 12-month program year	(M) Total all other funds to be expended in 12-month program year	(N) Total funds to be expended in 12-month program year (L+M)	(O) Total IHBG (only) funds expended in 12-month program year	(P) Total all other funds expended in 12-month program year	(Q) Total funds expended in 12-month program year (O+P)
Tribal HUD VASH - 2016		$204,934	$204,934			$0
Program Administration - 2016-001	$0	$0	$0	$0	$0	$0
Resident Services - 2016-002	$190,383	$50,000	$240,383	$0	$0	$0
CAS - 2016-003	$239,444	$50,000	$289,444	$0	$0	$0

Development - 2016-100	$4,028,052	$1,198,535	$5,226,587	$0	$0	$0
Crime Prevention - 2015-200	$149,493	$100,000	$249,493	$0	$0	$0
Operating CAS - 2016-00X	$1,124,497	$0	$1,124,497	$0	$0	$0
CAS Rehabilitation - 2016-300	$880,580	$0	$880,580	$0	$0	$0
Planning and Administration	$296,494	$40,000	$336,494			$0
Loan repayment - describe in 3 & 4 below			$0			$0
TOTAL	$6,908,943	$1,643,469	$8,552,412	$0	$0	$0

Notes:

a. Total of Column L cannot exceed the IHBG funds from Column C, Row 1 from the Estimated Sources of Funding table in Line 2 above.

b. Total of Column M cannot exceed the total from Column C, Rows 2-10 from the Estimated Sources of Funding table in Line 2 above.

c. Total of Column O cannot exceed total IHBG funds received in Column H, Row 1 from the Estimated Sources of Funding table in Line 2 above.

d. Total of Column P cannot exceed total of Column H, Rows 2-10 of the Estimated Sources of Funding table in Line 2 above.

e. Total of Column Q should equal total of Column I of the Estimated Sources of Funding table in Line 2 above.

(13) Estimated Sources or Uses of Funding (NAHASDA § 102(b)(2)(C)). *(Provide any additional information about the estimated sources or uses of funding, including leverage (if any). You must provide the relevant information for any planned loan repayment listed in the Uses of Funding table on the previous page. This planned loan repayment can be associated with Title VI or with private or tribal funding that is used for an eligible activity described in an IHP that has been determined to be in compliance by HUD. The text must describe which specific loan is planned to be*

repaid and the NAHASDA-eligible activity and program associated with this loan):

The Oneida Housing Department is planning on submitting an application to the USDA Rural Rental Housing Program (Section 515) in 2016 by leveraging $200,000 IHBG for the $1 million loan. There will be an additional cost from the IHBG of $150,000 for apartment design, business plan and Leadership in Energy Efficient Design

(14) APR (NAHASDA § 404(b)) *(Enter any additional information about the actual sources or uses of funding, including leverage (if any). You must provide the relevant information for any actual loan repayment listed in the Uses of Funding table on the previous page. The text must describe which loan was repaid and the NAHASDA-eligible activity and program associated with this loan.):*

(15) Recipient:	Oneida Tribe of Indians of Wisconsin
(16) Authorized Official's Name	Cristina Danforth - Tribal Chairwoman
(17) Authorized Official's Signature:	I certify that all other sections of the IHP approved on are accurate and reflect the activities planned.
(18) Date (MM/DD/YYYY):	

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Approve the Election Board's recommended date for the 2016 Special Election.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Memo
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☒ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Melinda J. Danforth, Tribal Vice Chairwoman

Primary Requestor: Racquel Hill, Election Board Chairperson
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Tribe of Indians of Wisconsin

Oneidas bringing several hundred bags of corn to Washington's starving army at Valley Forge, after the colonists had consistently refused to aid them.

UGWA DEMOLUM YATEHE
Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possible.

ONEIDA TRIBAL ELECTION BOARD
P.O. BOX 413
ONEIDA, WI 54155

MEMORANDUM

To: Business Committee

From: Racquel Hill, Election Board Chairperson RH

Date: March 16, 2016

Subject: **Recommended Date for 2016 Special Election**

The Oneida Election Law 2.9-1 states: *Special Elections shall be set in accordance With 2.12-6.* Whereas, 2.12-6 states: *Dates of all Special Elections shall be set, as provided for in this law, by the Business Committee as recommended by the Election Board or as ordered by the Judiciary in connection with an election challenge.*

On behalf of the Election Board, we hereby recommend the following schedule for the 2016 Special Election:

DAY	DATE	TIME	PURPOSE
Saturday	May 7, 2016	1:00 p.m.	Caucus
Friday	May 13, 2016	4:30 p.m.	Application Deadline
Saturday	July 9, 2016	7 am – 7 pm	Special Election
Wednesday	August 10, 2016	9:00 am	BC Mtg to Ratify Results

Yaw^ko.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☒ Accept as Information only

☐ Action - please describe:

BC to accept the OTIE update from Wilbert C. Rentmeester, Executive Vice President of OTIE.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. See Page 2 for purpose
2. Highlighted GTC Directive from 2/20/16
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

Primary Requestor/Submitter: Submitted by Lora Skenandore, Assistant to Chairwoman
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Wilbert C. Rentmeester to give an update on OTIE status in regards to the Feb. 20th GTC directive that within 2 months OTIE is to have in place an enrolled Oneida Member as successor of OTIE and also that a mailing go out toall Oneida Households to advertise the position with the wage and salary notice in the mail out.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

D. Annual Report

Motion by Nancy Barton that the $5 million in the Standing Stone LLC account be transferred to the Minor's Children Fund and that all the Minor's Trust Accounts be managed by Bay Bank in interested bearing accounts and that all the same provisions apply. Seconded by Nancy Skenandore.

> Amendment to the main motion by Cathy Metoxen to conduct an independent investigation, from an outside entity, into Standing Stone LLC and Trust/Enrollment Committee members regarding all of the presented questions raised. Seconded by Nancy Barton. **Motion failed by show of hands**

Motion by Wes Martin to table the previous motion. Seconded by Loretta Metoxen. **Motion carried by show of hands**

Motion by Tsyosha>aht Delgado to direct the Business Committee to direct OTIE to put into place, within two (2) months, an enrolled Oneida Member as successor of OTIE. Seconded by Pearl McLester. **Motion carried by hand count: 849 support; 130 opposed; 76 abstained**

> Amendment to the main motion by Madelyn Genskow that a mailing goes out to all Oneida Households to advertise the position with the wage salary noticed in the mail out. Seconded by Stacy Grignon. **Motion carried by shows of hands**

Motion by Mike Debraska to have the petition being submitted to Secretary Lisa Summers with a complete copy to be made for Mike Debraska, that a Special GTC meeting be called within sixty (60) days, on a Saturday only, with this item being the only thing on the agenda to be heard, with or without the fiscal and legal analysis' if they are or aren't done, as this issue affects the entire enrolled population of Oneida and involves the health, safety, and welfare of our tribe. Seconded by Debbie Powless. **Motion failed by hand count: 446 support; 530 opposed; 61 abstained**

Motion by Jennifer Webster to accept the annual reports, to direct the Business Committee to follow-up with the five areas who did not submit a report, to accept the Dialysis Center Update on page 94, and to direct the Oneida Sacred Burial Grounds Update be presented at the next Business Committee meeting. Seconded by Mark Powless. **Motion carried by show of hands**

8. NEW BUSINESS

A. Dialysis Center Update

Motion by Jennifer Webster to accept the annual reports, to direct the Business Committee to follow-up with the five areas who did not submit a report, to accept the Dialysis Center Update on page 94, and to direct the Oneida Sacred Burial Grounds Update be presented at the next Business Committee meeting. Seconded by Mark Powless. **Motion carried by show of hands**

B. Oneida Sacred Burial Grounds Update

Motion by Jennifer Webster to accept the annual reports, to direct the Business Committee to follow-up with the five areas who did not submit a report, to accept the Dialysis Center Update on page 94, and to direct the Oneida Sacred Burial Grounds Update be presented at the next Business Committee meeting. Seconded by Mark Powless. **Motion carried by show of hands**

5. ADJOURN

Motion by Lisa Summers to adjourn at 2:05 p.m. Seconded Bob Miller. **Motion carried by voice vote**

DRAFT

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. MOU from Brothertown Nation, Inc
2.
3.
4.

☒ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

Primary Requestor/Submitter: Dawn Moon-Kopetsky, Senior Policy Advisor
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Loretta V. Metoxen, Tribal Historian
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Note in writing, the MOU between Oneida Nation of Wisconsin and Brothertown Nation, the agreement pertaining to the purchase of historical material from a third party.
see attachment

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Brothertown Nation Inc.
PO Box 2206
Fond Du Lac, WI 54936-2206

Memorandum of Understanding

This Memorandum of Understanding is entered into by and between the Brothertown Indian Nation, a 501(c)(3) non-profit organization located in Fond du Lac, WI and the Oneida Nation located in Oneida, WI.

Purpose: The purpose of this MOU is to place in writing for future tribal councils the agreement made between the Brothertown Nation and the Oneida Nation in 2010, pertaining to the purchase of historical materials from a third party. On September 14, 2010, the Oneida Nation purchased the historical materials (hence forth referred to as the Brothertown Collection) relating to the Brothertown Indian Nation on their behalf for $75,000. The Brothertown Collection was to be placed in the care of the Oneida Cultural Heritage Department for professional management, until the Brothertown Indian Nation completed payment for the collection.

Statement of Mutual Interest and Benefits: Having a long intertwined history between the Oneida Nation and the Brothertown Indian Nation and sharing close political and family lineages, the Brothertown collection is of academic, historic, and cultural interest to both parties. Preserving our own pasts as well as those of our nearest relative, is of concern to all Native American tribes.

This MOU is established between the Brothertown Indian Nation and the Oneida Nation of Wisconsin to document agreed upon terms for the Brothertown Collection:
A. The maintenance and preservation of the Brothertown Collection
B. The reimbursement and transfer of the physical collection

The Brothertown Nation shall:
1. Reimburse the Oneida Nation $75,000, the cost to purchase the collection.
2. The Brothertown Indian Nation will gift additional monies to the Oneida Nation for the care, preservation, and maintenance of the collection.
3. The Brothertown Indian Nation has elicited the help of a professional archivist and digitizer to properly digitize the collection. The digitization process will take place in the summer of 2016 at no additional cost to the Oneida Nation and will be done in house either at the Oneida Nation Museum or the History Department where the collection is currently being kept.

The Oneida Nation shall:
1. Store the Brothertown Collection in a proper climate controlled space and in the materials paid for by the Brothertown Indian Nation.
2. While in the possession of the Oneida Nation, access to the Brothertown collection shall be granted to any Brothertown member who wishes to view the collection and any non-member researcher approved by the Brothertown council.

Upon completion of the payment
1. The Brothertown Collection shall be transferred to the Brothertown Indian Nation.
2. A copy of the high quality digitized product will remain with the Oneida Nation after the physical collection has been transferred to the Brothertown Indian Nation to do with as they see fit.
3. This MOU shall be revisited every 3 years and re-signed by both the Brothertown Indian Nation and the Oneida Nation of Wisconsin.

We, the undersigned, have agreed on the contents of this MOU. Any changes must be agreed to by both parties.

Brothertown Indian Nation

Signed_____ _____
(Chairperson) Date

Signed_____ _____
(Tribal Historic Preservation Officer) Date

Oneida Nation

Signed_____ _____
(Chairperson) Date

Signed_____ _____
(Title) Date

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Approve O.B.C. Standard Operating Procedure titled, "O.B.C. Special Projects Budget"

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. S.O.P. titled, "O.B.C. Special Projects Budget"
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Trish King, Tribal Treasurer

Primary Requestor/Submitter: Brian A. Doxtator, Executive Assistant to Tribal Treasurer
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

The Tribal Treasurer provided a draft S.O.P. providing parameters for developing and expending monies within the O.B.C. budget titled, "O.B.C. Special Projects."
The Oneida Business Committee provided consensus of the final recommendations to the Standard Operating Procedure titled, "O.B.C. Special Projects Budget" and requested by consensus to forward the final draft S.O.P. to the March 30th 2016, O.B.C. meeting agenda.

Requested Action: Approve the Standard Operating Procedure for the O.B.C. Special Projects Budget.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

ONEIDA TRIBE OF WISCONSIN STANDARD OPERATING PROCEDURE	TITLE: O.B.C. Special Projects Budget	ORIGINATION DATE: REVISION DATE: EFFECTIVE DATE: After last signature
AUTHOR: Treasurer Patricia King	APPROVED BY:	DATE:
DEPARTMENT: O.B.C. Administration	APPROVED BY:	DATE
DIVISION**: Non-Divisional**	APPROVED BY:	DATE:
	APPROVED BY:	DATE:
EEO REFERENCE NUMBER:	COMPLIANCE REVIEW BY: *EEO*	DATE:
PAGE NO: 1 of 2	APPROVED BY: *HRD Manager*	DATE:

1.0 PURPOSE

1.1 To establish standard operating procedures for O.B.C. Special Projects budget preparation, management, and disbursement

2.0 DEFINITIONS

2.1 Budget Timeline: Annual deadlines for the organization to submit all budget documents

2.2 Strategic Directions: Strategies created to address what is blocking the Oneida Tribe from moving toward leadership's practical vision

2.3 Operating budget: Operating budgets considers the recurrent and operational costs such as salaries, utilities, maintenance, and other routine activities. Operating budgets are determined by closely reviewing existing costs and using known facts or assumptions to estimate future costs

2.4 Mission: To strengthen and protect our people, reclaim our land and enhance the environment by exercising our sovereignty

2.5 Practical Vision: Determined elements defining what leadership would like to see in place in three (3) to five (5) years

2.6 Strategic Planning: Provides direction and planning toward achievement of the Oneida Tribal Vision

2.7 Strategic Vision: Ideas for the direction and activities of business development

2.8 Vision: A Nation of Strong Families built on Tsi?niyukwalihot^ and a strong economy

3.0 WORK STANDARDS / PROCEDURES

3.1 Provide the process and/or steps of submission and approval for the O.B.C. Special Projects budget

Work Standards

3.2 All O.B.C. Special Projects funded by the Oneida Tribe of Indians should be prepared in line with Strategic Plans adopted by the Oneida Business Committee.

Procedures

3.2.1 Budget process begins upon notification from the Treasurer's office of annual Budget Calendar. O.B.C. Administration shall:

3.2.1.1 Email O.B.C. members requesting initiatives to be funded

3.2.1.1.1 Provide timelines for email responses

3.2.1.1.2 Outline of project plan to include projected dates and/or deadlines, initiative length, fiscal impact on budget, projected outcomes, measurement tools (if required)

3.2.1.2 Categorize requested initiatives

3.2.1.2.1 Individual O.B.C. initiative

3.2.1.2.2 O.B.C. initiative

3.2.2 Email compiled list, with cost estimates, to O.B.C. work meeting agenda to:

3.2.2.1 Prioritize list

3.2.2.2 Finalize initiative list

3.2.2.3 Forward final list to O.B.C. agenda for approval

3.2.3 Expending monies for approved initiative (s) shall be managed by O.B.C. Administration and comply with accounting sign-off procedures

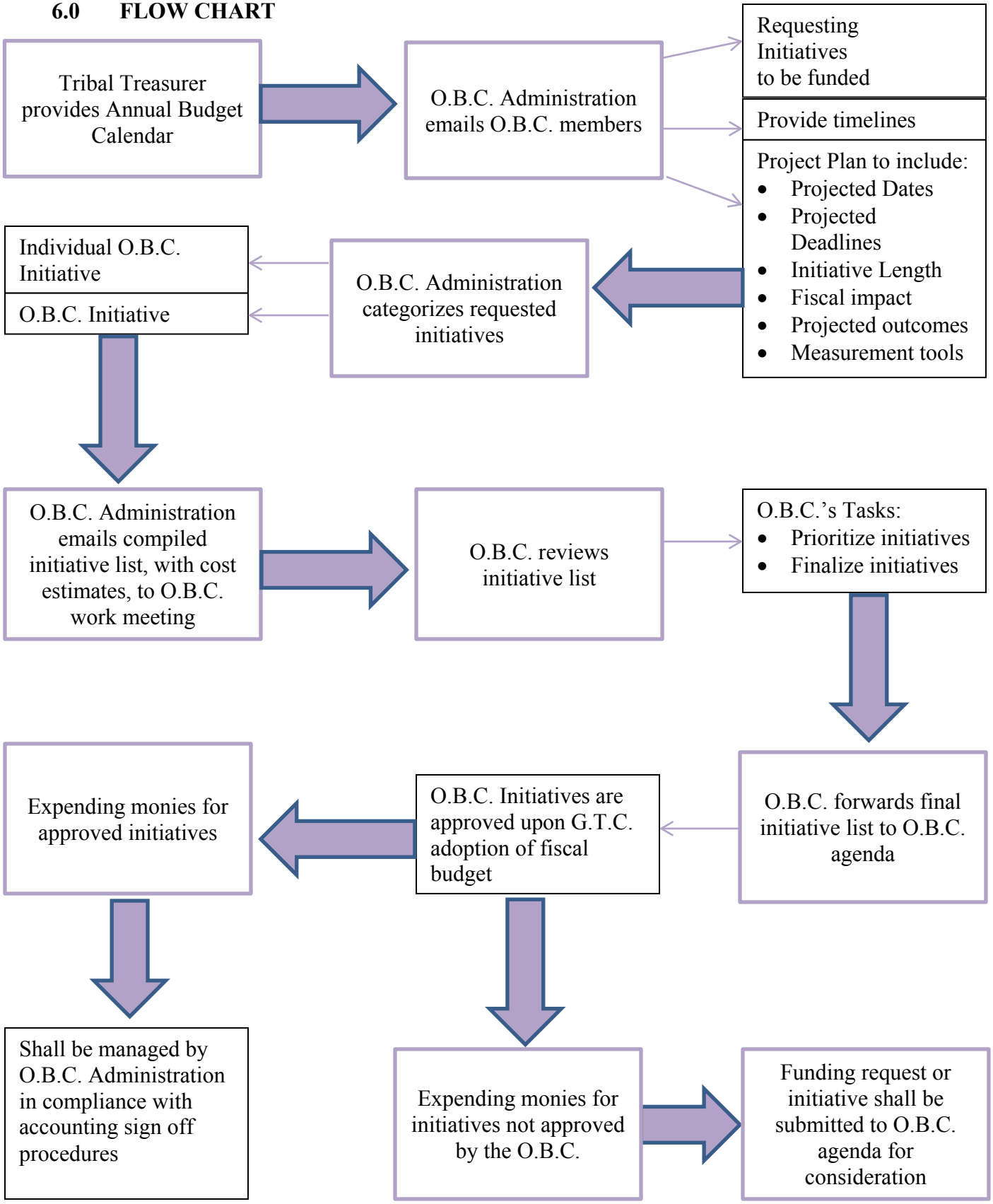
3.2.4 Expending monies for O.B.C. initiatives not approved by the O.B.C. shall be submitted to the O.B.C. agenda for consideration.

4.0 REFERENCES

Oneida Business Committee Strategic Plan (2014 – 2017)

5.0 FORMS

6.0 FLOW CHART



Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: Travel Request

☐ Accept as Information only

☒ Action - please describe:

Motion to enter E-Poll results into the record for approval of travel for Treasurer Trish King to travel to Rancho Mirage, CA to attend the ANA Inspiration Pro-Am at Mission Hills Country Club on March 28 - April 3, 2016.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. email
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: April Skenandore, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

On March 7, 2016 the following e-poll was conducted:

Summary:
Treasurer Trish King respectfully requests Business Committee approval to attend the ANA Inspiration Pro-Am at the Mission Hills Country Club in Rancho Mirage, CA on March 28 – April 3, 2016. The travel is to acquire a "spectator" point of view with full access to the media center, player dining and hospitality as well as representing the Oneida Nation as a Governmental Official. The travel also aligns to the Practical Vision titled, "Create Economic Systems" deriving from the GTC approved initiative regarding the LPGA tour being held at Thornberry in July 2017. Treasurer King has liaison responsibilities to Thornberry Creek. For additional information on the event, please click on the following link:
http://www.anainspiration.com/

Requested Action:
Approve for Treasurer Trish King to attend the ANA Inspiration Pro-Am at the Mission Hills Country Club in Rancho Mirage, CA on March 28 – April 3, 2016.

Deadline for response:
Please submit your response by noon on March 8, 2016. Please respond by using the voting button above. Thank you.

The following is the e-poll results:
Support: Jennifer Webster, Tehassi Hill, Fawn Billie, Melinda J. Danforth, David Jordan, Lisa Summers

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

April Skenandore

Subject: FW: E-Poll Request: Travel for Treasurer Trish King to attend ANA Inspiration Pro-Am at Mission Hills Country Club in Rancho Mirage, CA March 28 - April 3, 2016

From: TribalSecretary
Sent: Tuesday, March 08, 2016 11:59 AM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: FW: E-Poll Request: Travel for Treasurer Trish King to attend ANA Inspiration Pro-Am at Mission Hills Country Club in Rancho Mirage, CA March 28 - April 3, 2016

Good Afternoon,

E-POLL RESULTS

The E-poll request to approve travel for Treasurer Trish King to attend the ANA Inspiration Pro-Am at Mission Hills Country Club in Rancho Mirage, CA on March 28 – April 3, 2016 is approved. Below is the results:

Support: Jennifer Webster, Tehassi Hill, Fawn Billie, Melinda Danforth, David Jordan, Lisa Summers

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions
Heather Heuer (Information Management Specialist) – BC Meeting Agenda Requests, Packets, and Minutes

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From: TribalSecretary
Sent: Monday, March 07, 2016 4:14 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: E-Poll Request: Travel for Treasurer Trish King to attend ANA Inspiration Pro-Am at Mission Hills Country Club in Rancho Mirage, CA March 28 - April 3, 2016

Good Afternoon,

E-POLL REQUEST

Summary:
Treasurer Trish King respectfully requests Business Committee approval to attend the ANA Inspiration Pro-Am at the Mission Hills Country Club in Rancho Mirage, CA on March 28 – April 3, 2016. The travel is to acquire a "spectator" point of view with full access to the media center, player dining and hospitality as well as representing the Oneida Nation as a Governmental Official. The travel also aligns to the Practical Vision titled, "Create Economic Systems" deriving from the GTC approved initiative regarding the LPGA tour being held at Thornberry in July 2017. Treasurer King has liaison responsibilities to Thornberry Creek. For additional information on the event, please click on the following link:
http://www.anainspiration.com/

Request Action:
Approve for Treasurer Trish King to attend the ANA Inspiration Pro-Am at the Mission Hills Country Club in Rancho Mirage, CA on March 28 – April 3, 2016.

Deadline for response:
Please submit your response by noon on **March 8, 2016**. Please respond by using the voting button above. Thank you.

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

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Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: Travel Request

☐ Accept as Information only

☒ Action - please describe:

Motion to enter E-Poll results into the record for approval of travel for Secretary Lisa Summers and Councilwoman Fawn Billie to travel to St. Paul, MN to attend the National Indian Child Welfare Association (NICWA) 34th Annual Conference on April 3-7, 2016.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. email
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: April Skenandore, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

On March 7, 2016 the following e-poll was conducted:

Summary:
Secretary Lisa Summers and Councilwoman Fawn Billie respectfully request Business Committee approval to attend the National Indian Child Welfare Association (NICWA) 34th Annual Conference on April 3 – 6, 2016 in St. Paul, MN. Secretary Summers has liaison responsibilities to the Oneida Child Protective Board and Oneida Police Commission. Councilwoman Billie has liaison responsibilities to the Oneida School Board and is the LOC sponsor for the Children's Code and the Guardianship Law.

Requested Action:
Approve for Secretary Lisa Summers and Councilwoman Fawn Billie to travel to St. Paul, MN to attend the NICWA 34th Annual Conference on April 3 – 6, 2016.

Deadline for response:
Please submit your response by 4pm today, March 7, 2016. Please respond by using the voting button above. Thank you.

The following is the e-poll results:
Support: Brandon Stevens, David Jordan, Jennifer Webster, Trish King, Tehassi Hill

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

April Skenandore

Subject: FW: RESULTS: E-Poll Request: Travel for Secretary Lisa Summers and Councilwoman Fawn Billie to attend NICWA April 3-6, 2016
Attachments: E-Poll Fawn and Lisa Travel Request.pdf

From: TribalSecretary
Sent: Monday, March 07, 2016 4:40 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: RESULTS: E-Poll Request: Travel for Secretary Lisa Summers and Councilwoman Fawn Billie to attend NICWA April 3-6, 2016

Good Afternoon,

E-POLL RESULTS

The E-poll request to approve travel for Secretary Lisa Summers and Councilwoman Fawn Billie to attend the NICWA Conference in St. Paul, MN on April 3-6, 2016 is approved. Listed below is the results:

Support: Brandon Stevens, David Jordan, Jennifer Webster, Trish King, Tehassi Hill

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
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From: TribalSecretary
Sent: Monday, March 07, 2016 11:52 AM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: E-Poll Request: Travel for Secretary Lisa Summers and Councilwoman Fawn Billie to attend NICWA April 3-6, 2016

Good Morning,

E-POLL REQUEST

Summary:
Secretary Lisa Summers and Councilwoman Fawn Billie respectfully request Business Committee approval to attend the National Indian Child Welfare Association (NICWA) 34th Annual Conference on April 3 – 6, 2016 in St. Paul, MN. Secretary Summers has liaison responsibilities to the Oneida Child Protective Board and Oneida Police Commission. Councilwoman Billie has liaison responsibilities to the Oneida School Board and is the LOC sponsor for the Children's Code and the Guardianship Law.

Requested Action:
Approve for Secretary Lisa Summers and Councilwoman Fawn Billie to travel to St. Paul, MN to attend the NICWA 34th Annual Conference on April 3 – 6, 2016.

Deadline for response:
Please submit your response by **4pm today, March 7, 2016**. Please respond by using the voting button above. Thank you.

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
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NICWA

2016 NICWA Annual Conference Conference Agenda and Workshops

Register Now

Click here for a Detailed Draft Schedule

CONTACT

Lauren Shapiro
Events Manager
lauren@nicwa.org
(503) 222-4044, ext. 118

Conference Schedule-at-a-Glance

Sunday, April 3	Monday, April 4	Tuesday, April 5	Wednesday, April 6
3:00 p.m.–8:00 p.m. Registration 4:30 p.m. Presenter Orientation 6:00 p.m.–8:00 p.m. Reception/Annual Membership Meeting	7:30 a.m.–5:00 p.m. Registration 8:30 a.m.–Noon Opening General Session/Keynote Speaker 1:30 p.m.–5:00 p.m. Workshops A and B	7:30 a.m.–Noon Registration 8:30 a.m.–10:00 a.m. General Session 10:30 a.m.–Noon Workshop C 1:30 p.m.–5:00 p.m. Workshops D and E 6:00 p.m.–9:00 p.m. Dinner Banquet	8:30 a.m.–10:00 a.m. Workshop F 10:30 a.m.–Noon Closing General Session/Keynote Speaker

Volunteers

Come join us in welcoming over 1,000 attendees at the nation's leading conference in Indian child welfare. This three and a half day conference attracts attention across North America, creating a space where you can learn about the latest information across Indian Country in child welfare. We need the help of volunteers like you to make it happen!

For more information click **here**. Or **apply** today!

Workshop Tracks

Data and Research

Learn about current research in the fields of Indian child welfare, children's mental health, and youth development. Learn how to use data to evaluate and improve program services, and hear from tribal and urban Indian community programs that are using evidence-based practices or are establishing and documenting new best practice models. Learn how to share data effectively across systems, integrate data systems among tribal programs, develop tribal or community-

based management information systems, and use data to inform budget and programming decisions.

Child Welfare, Foster Care, and Adoption Services

From grant writing for child welfare programs to implementing differential response and identifying best practices in family team decision making, you are sure to find the latest and most up-to-date information. Explore topics including providing effective prevention services and planning for youth engagement while establishing transitional services. Workshops will support improvements in your child welfare, foster care, and adoption services as well as the skills of program staff, which could impact your program, tribe, and community for generations to come.

Children's Mental Health

Leaders in the field of children's mental health will share experience and information on the issues that impact Indian children everywhere. Learn how to support and nurture families dealing with Fetal Alcohol Syndrome and empower young people using new community engagement techniques. Learn about Systems of Care, how to address the difficult topic of youth suicide, and what can be done to change the future for young people to bring promising results. Incarceration is a common result of historical trauma; explore new techniques for culturally appropriate services, including traditional healing and other ways to heal our children, families, and communities.

Youth and Family Involvement

Youth and families are the experts in their own lives; they should have an active role in their care management. Learn to engage youth and families involved with systems in an empowering, strengths-based way. Gain insight on trauma-informed methods of engaging youth and families in productive ways; learn steps to developing successful youth leaders. Get to know what diverse AI/AN communities across the country are currently doing and have done in the past to involve Native youth and families. Reflect on what your community can do to improve youth involvement and family engagement at every level, ensuring that youth and families have decision-making power in systems.

Legal Affairs and Advocacy

The well-being of AI/AN children and families is impacted by tribal, federal, and state laws and policies that guide practice in child welfare, juvenile justice, and mental health services. In this track, participants will learn about these laws and policies and how they are implemented. Workshops will discuss effective legal practice on behalf of AI/AN children and families, programmatic challenges to implementing federal policies, tribal code development, innovative tribal court practices, intergovernmental agreements, and how effective collaboration can lead to meaningful systems change.

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NICWA

2016 NICWA Annual Conference Costs and Registration

Join us in St. Paul, Minnesota, on April 3-6, 2016, and be a part of the largest national gathering dedicated to Native American tribal child welfare advocacy.

CONTACT

Lauren Shapiro
Events Manager
lauren@nicwa.org
(503) 222-4044, ext. 118

Register Now

	Member Price	Non-Member Price
Early-bird registration (before March 1, 2016)	$425	$475*
Full registration (after March 1, 2016)	$490	$540*
Presenter registration (up to three per workshop)	$250	
Student rate (must provide student ID)	$250	
Foster or adoptive parent/adult adoptee (open to foster parents, adoptive parents, adult adoptees, and fostered individuals)	$250	
Pre-Conference Adult Adoptee Policy Summit (April 3, 2016)	$30	

*Price includes a one-year NICWA Abalone-level individual membership from date of registration. As a new member, conference attendees are encouraged to attend the annual membership meeting and reception held at the start of the conference.

Payment

Check or credit card information must accompany registration forms. Payment must accompany the registration form for it to be processed.

Register Online
Register by Form

Group Discounts

We offer a group discount off our early-bird and regular registration rate. Groups of 5–9 people can receive a 5% discount. Groups of 10+ people can receive a 10% discount. For more details on the discount, contact Lauren Shapiro at Lauren@nicwa.org.

Payment

Check or credit card information must accompany registration forms. Payment must accompany the registration form for it to be processed.

Cancellation Policy

Refunds will be made if a written cancellation notice is emailed, mailed and postmarked, or faxed to us on or before March 1, 2016. Refunds are paid in full, less a $75 administrative fee. See registration form for complete details.

CEUs/CLEs

Participants receive between 10–15 Continuing Education Units from the National Association of Social Workers upon request. The cost is included in the registration fee. Participants will receive information about earning Continuing Legal Education (CLEs) in their state and pre-approved CLE states. To learn more about both, visit the information desk during conference.

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NICWA

2016 NICWA Annual Conference Travel and Lodging

This year's conference will be held in downtown St. Paul, Minnesota. Minnesota is home to 11 tribal nations. We look forward to seeing you there!

CONTACT

Lauren Shapiro
Events Manager
lauren@nicwa.org
(503) 222-4044, ext. 118

Host Hotel:
InterContinental St. Paul-Riverfront **(Full on most days)**
11 East Kellogg Boulevard
Saint Paul, MN 55101
Online reservations
Reservations by phone: (651) 292-1900
Special conference rate: $133 per night, plus tax. When making reservations, individuals must identify themselves as a participant of the NICWA conference in order to receive the rate. Rates are guaranteed until March 11, 2016, or until sold out. After that the hotel will charge at the prevailing rate (if space allows). Rate includes free wifi, 24 hour fitness, and business center. Parking is offered at a reduced rate of $12 daily.

Transportation:
Super Shuttle is offering a special rate of $22 for round-trip transportation from the airport to downtown hotels for conference particpants. Must be scheduled in advance.

Overflow Hotels:
DoubleTree by Hilton **(Sold out)**
411 Minnesota Street
Saint Paul, MN 55101
Online reservations
Reservations by phone: (651) 605-0272 (during business hours) and mention NICWA
Special conference rate: $133 per night, plus tax. Rates are guaranteed until March 13, 2016, or until sold out. Rate includes a fitness room, paddle tennis table, pool, and free wifi access. Self-park is available at $15 daily. **Hotel is .3 miles from host hotel.**

Best Western Plus Capitol Ridge
161 Saint Anthony Avenue
Saint Paul, MN 55103
Online reservations
Reservations by phone: (651) 227-8711 and ask for the NICWA block
Special conference rate: $129 per night, plus tax. Rates are guaranteed until March 11, 2016. Rate includes free wifi, access to indoor heated pool, spa, steam room, and sauna, and free shuttle service to guests of the hotel to and from the host hotel for the duration of the scheduled conference events. Parking is in an outdoor lot and free of charge for guests. **Hotel is only one mile from host hotel, a shuttle is provided.**

Embassy Suites by Hilton Saint Paul Downtown
175 East 10th Street
Saint Paul, MN 5101
Online reservations
Reservations by phone: (651) 224-5400 and mention NICWA or ICW
Special conference rate: $133 per night, plus tax. Rates are guaranteed until March11, 2016. Rate includes complimentary shuttle service within a five mile radius of the hotel and access to a pool and fitness center. Self-park is available for $15 daily. High speed internet access is offered at the rate of $9.95 per 24 hours per device. **Hotel is one mile from the host hotel.**

Holiday Inn Saint Paul Downtown
175 West 7th Street
Saint Paul, MN 55102
Online reservations
Reservations by phone: (651) 225-1515 and mention NICWA
Special conference rate: $139 per night, plus tax. Rates are guaranteed until March 14, 2016. Rates include complimentary wifi and area shuttle within a three minute radius of the hotel. Self-park is available for $14 daily plus tax. **Hotel is .7 miles from the host hotel.**

The Saint Paul Hotel
350 Market Street
Saint Paul, MN 55102
Online reservations
Reservations by phone: (651) 228-3866
Special conference rate: From $159 per night, plus tax. Rates are guaranteed until March 14, 2016. Rates include standard wifi usage, 24-hour business and fitness center, and complimentary local transportation based on availability. **Hotel is .3 miles from the host hotel.**

Learn more about St. Paul!

Explore Saint Paul! Everything you need to know about both arriving to and traveling within Saint Paul by plane, train, and bus.
Where to Eat Few cities in America combine culture and cuisine as seamlessly as Saint Paul, recently named Best Local Food Scene in the country by USA/10Best, come see for yourself what everyone is talking about!
Maps Find Saint Paul maps of downtown area attractions, theaters, hotels, and more here.
Activities and Attractions The list of fun things to do ranges from art galleries to historical sites to professional sports to zoos.

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Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: Travel Request

☐ Accept as Information only

☒ Action - please describe:

Motion to enter E-Poll results into the record for approval of travel for Chairwoman Cristina Danforth to travel to Brooks, CA to attend the Tribal Grantmaking Leadership Gathering on April 12-13, 2016.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. email
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: April Skenandore, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

On March 15, 2016 the following e-poll was conducted:

Summary:
Chairwoman Cristina Danforth respectfully requests Business Committee approval to attend the gathering called Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering. The Yocha Dehe Wintun Nation, in partnership with the Native American Rights Fund and First Nations Development Institute is hosting this event in Brooks, CA on April 12 – 13, 2016. The travel is in line with Committing to Build a Responsible Nation and Implementing Good Governance Process. The gathering will provide an opportunity for tribal leaders and members of Tribal Giving Programs to network and learn more about Native leaders identifying needs to be sustainable and successful.

Please note, due to the Special GTC meeting scheduled on April 11, 2016, the Chairwoman will depart Green Bay, WI on April 12, 2016.

Requested Action:
Approve for Chairwoman Cristina Danforth to attend Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering in Brooks, CA on April 12 – 13, 2016.

Deadline for response:
Please submit your response by 4:00 pm today, March 15, 2016. Please respond by using the voting button above. Thank you.

The following is the e-poll results:
Support: David Jordan, Melinda J. Danforth, Trish King, Tehassi Hill, Lisa Summers
No Support: Brandon Stevens

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

April Skenandore

Subject: FW: EPOLL RESULTS: E-poll request for Travel for Chairwoman Cristina Danforth to attend Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering in Brooks, CA on April 12 - 13, 2016
Attachments: TD Travel Request Brooks, CA April 12-13 2016.pdf

Importance: High

From: April Skenandore
Sent: Tuesday, March 15, 2016 4:23 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: EPOLL RESULTS: E-poll request for Travel for Chairwoman Cristina Danforth to attend Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering in Brooks, CA on April 12 - 13, 2016
Importance: High

Good Afternoon,

E-POLL RESULTS

The e-poll request to approve travel for Chairwoman Cristina Danforth to attend called Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering in Brooks, CA on April 12 – 13, 2016 is approved. Below is the results:

Support: David Jordan, Melinda J. Danforth, Trish King, Tehassi Hill, Lisa Summers

No support: Brandon Stevens

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions
Heather Heuer (Information Management Specialist) – BC Meeting Agenda Requests, Packets, and Minutes

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From: TribalSecretary
Sent: Tuesday, March 15, 2016 11:05 AM

To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Danelle A. Wilson; Dawn M. Moon-Kopetsky; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Nicolas A. Reynolds; Rhiannon R. Metoxen
Subject: E-POLL REQUEST: Travel for Chairwoman Cristina Danforth to attend Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering in Brooks, CA on April 12 - 13, 2016
Importance: High

Good Morning,

E-POLL REQUEST

Summary:
Chairwoman Cristina Danforth respectfully requests Business Committee approval to attend the gathering called Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering. The Yocha Dehe Wintun Nation, in partnership with the Native American Rights Fund and First Nations Development Institute is hosting this event in Brooks, CA on April 12 – 13, 2016. The travel is in line with Committing to Build a Responsible Nation and Implementing Good Governance Process. The gathering will provide an opportunity for tribal leaders and members of Tribal Giving Programs to network and learn more about Native leaders identifying needs to be sustainable and successful.

Please note, due to the Special GTC meeting scheduled on April 11, 2016, the Chairwoman will depart Green Bay, WI on April 12, 2016.

Requested Action:
Approve for Chairwoman Cristina Danforth to attend called Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering in Brooks, CA on April 12 – 13, 2016.

Deadline for response:
Please submit your response by **4:00 pm today, March 15, 2016.** Please respond by using the voting button above. Thank you.

April Skenandore
Executive Assistant
Business Committee Support Office (BCSO)
Office: (920) 869-4316

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing Accounts Payable, GTC Meeting Prep
April Skenandore (Executive Assistant) – BC Scheduling & Travel
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions
Heather Heuer (Information Management Specialist) – BC Meeting Agenda Requests, Packets, and Minutes

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EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

A Tribal Grantmaking Leadership Gathering

YOCHA DEHE WINTUN NATION

FIRST NATIONS DEVELOPMENT INSTITUTE

February 24, 2016

Cristina Danforth
Oneida Tribe of Wisconsin
P.O. Box 365
Oneida, WI 54155

Dear The Honorable Chairwoman Danforth:

Tribal Grantmaking is growing throughout the country with more than 50 philanthropic programs making tremendous impacts across communities, regions and the nation. We believe that it is time to bring this group of visionary individuals together to share and learn from each other's experiences and to begin the development of a network of leaders in the field.

To that end, we are pleased to invite you to attend a gathering called Exploring the Impact of Our Collective Voice: A Tribal Grantmaking Leadership Gathering. Yocha Dehe Wintun Nation, in partnership with the Native American Rights Fund and First Nations Development Institute is hosting this event in Brooks, California on Wednesday, April13, 2016. This gathering will be preceded by an afternoon tour of the Yocha Dehe Wintun Nation and several of its enterprises, with a reception and dinner on Tuesday, April 12, 2016, from 5:00 to 8:30p.m.

In an effort to better support one another in our unique roles and direct more resources to Native communities, we hope you can join us for this unprecedented assembly of Tribal Grantmakers. This facilitated gathering will provide an opportunity for individuals working at Tribal Giving Programs to build relationships, share stories of success, determine shared growth areas and discuss possible future collaborations with our peers in mainstream philanthropy. The convening's goals include:

- Building relationships and a peer network with other Native leaders working in the Tribal philanthropic sector;
- U.S. mainstream foundation support, explicitly targeting Native Americans, has declined as a share of total foundation giving from 0.5 percent of grant dollars in 2000 to 0.3 percent in 2009. With a unified voice, leaders at Tribal Giving Programs will have an opportunity to explore potential collaborations with mainstream funders to direct more philanthropic dollars to Native communities;

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE
A Tribal Grantmaking Leadership Gathering

YOCHA DEHE WINTUN NATION

FIRST NATIONS DEVELOPMENT INSTITUTE

- Learning more about Native leaders organizations' backgrounds and identifying the support, skills and techniques we need to be sustainable and successful; and

- Developing opportunities for growth through creating a shared network of Tribal Giving Programs.

Your participation is vital to building this network of support as we work to amplify the Native voice in grantmaking across the philanthropic sector. Please RSVP to gathering coordinator Eileen Egan, First Nations Development Institute Senior Program Officer, at eegan@firstnations.org or by phone at (303) 774-7836, ext. 215. Additionally, please feel free to speak with Eileen about extending this exclusive invitation to others in your organization, such as a board member or another staff member who may find it beneficial. We have enclosed the agenda, hotel information and other details about this gathering.

We hope to see you in April!

Respectfully,

Leland Kinter (Patwin)
Tribal Chairman
Yocha Dehe Wintun Nation

Michael E. Roberts (Tlingit)
President and CEO
First Nations Development Institute

John E. Echohawk (Pawnee)
Executive Director
Native American Rights Fund

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

A Tribal Grantmaking Leadership Gathering

AGENDA

Schedule Overview

Tuesday, April 12, 2016
Guided Tour of select Yocha Dehe Wintun Nation Enterprises: 1-3 p.m.
Location: Meet in the Cache Creek Casino Resort lobby at 12:45 p.m.

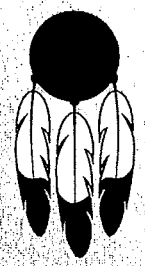
Dinner & Reception: 5:00–8:30 p.m.
Location: Gathering Hall, then group will be shuttled to the Séka Hills Tasting Room

Wednesday, April 13, 2016
Convening: 8:30 a.m.–4 p.m.
(networking breakfast from 7:30 - 8:30 a.m.)
Location: Gathering Hall

This facilitated gathering will provide an opportunity for Directors and other staff members of Tribal Giving programs to build relationships, share stories of success, and discuss the future. The gathering's goals include:

- Building relationships and a peer network with other Native leaders working in the Tribal philanthropic sector;
- Learning more about Native leaders' organizational backgrounds and identifying the support needed to be sustainable and successful; and
- Identifying opportunities for growth through creating space to discuss the status, nature and vision for Tribal Giving programs.
- U.S. mainstream foundation support explicitly targeting Native Americans has declined as a share of total foundation giving from 0.5 percent of grant dollars in 2000 to 0.3 percent in 2009. As a unified voice, Tribal Giving programs have a unique opportunity to explore potential collaborations with mainstream funders to increase philanthropic dollars flowing to Native communities.

YOCHA DEHE
WINTUN NATION



FIRST NATIONS
DEVELOPMENT INSTITUTE

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

Hosted by Yocha Dehe Wintun Nation (Brooks, California)
in Partnership with First Nations Development Institute
& the Native American Rights Fund

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

A Tribal Grantmaking Leadership Gathering

AGENDA

Tuesday, April 12, 2016

1-3 p.m.	**Guided Tour** of select Yocha Dehe Wintun Nation Enterprises. Meet in the Cache Creek Casino Resort (CCCR) lobby at 12:45 p.m.
5:00-8:30 p.m.	**Dinner and Reception** Opening remarks, sharing stories and relationship-building. Shuttle will pick up at CCCR and transport to the Gathering Hall for dinner. Following dinner, the group will be shuttled to the Séka Hills Tasting Room for dessert, coffee and wine to continue a facilitated conversation designed to prepare us for the gathering the following day.

Wednesday, April 13, 2016

7:30-8:30 a.m.	**Networking Breakfast**
8:30 a.m.	**Welcoming Remarks**
9:00 a.m.	**Discussion I:** *Stories of Your Tribal Giving Foundation*
10:30 a.m.	**Break**
10:45 a.m.	**Discussion II:** *Opportunities for Growth in Funding Native American Communities*
12:00 p.m.	**Lunch Break**
1:00 p.m.	**Discussion III:** *Exploring Collaborative and Other Opportunities to be Active as Native Philanthropic Leaders in Tribal Giving Programs*
2:30 p.m.	**Break**
2:45 p.m.	**Wrap-up** *Discussion of Next Steps and Closing Remarks*
4:00 p.m.	**Adjourn**

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

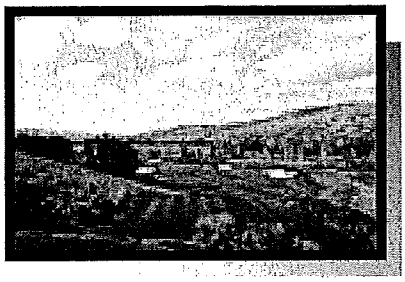
A Tribal Grantmaking Leadership Gathering

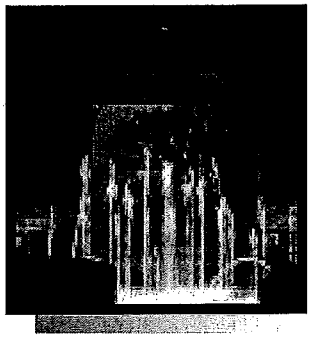
April 12 & 13, 2016
Yocha Dehe Wintun Nation
Brooks, California

SCHEDULE

Event Schedule and Logistics

Guided Tour - April 12, 1-3 p.m.
The Yocha Dehe Wintun Nation is delighted to provide event participants a guided tour of the Nation's various enterprises. The group will meet in the Cache Creek Casino Resort lobby at 12:45 p.m. and begin our excursion at the Séka Hills Olive Mill and Tasting Room where the Tribe showcases its estate-grown wines and extra virgin olive oil along with other Capay Valley products. From there, the group will visit the Tribe's Farm and Ranch, which is one of the most diverse farming operations in Yolo County. Of the 1,389 acres being farmed, 250 are certified organic. More than 1,200 acres of the Tribe's land are in permanent conservation easements. The Tribe takes great pride in managing and cultivating more than a dozen different crops and using best practices for sustainable farming. In addition to the farming operation, the Tribe runs 250 head of cattle in Capay Valley, following a sustainable grazing program on its 9,000 acres of rangeland. Next, we will tour the Yocha Dehe Fire Department (YDFD). YDFD provides full service fire and life safety response for the local community and beyond and is the only internationally accredited tribal fire department in the world. Finally, we will visit the renowned Cache Creek Golf Course, which offers pristine playing conditions and more than 7,300 yards of championship golf.





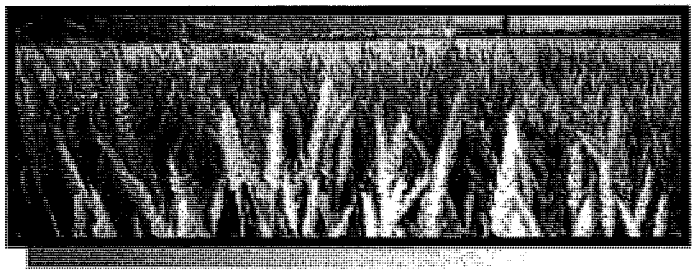
Dinner and Reception - April 12, 5:00–8:30 p.m.
For the first half of the evening, Yocha Dehe Wintun Nation is hosting dinner at the Tribe's Gathering Hall. Guests will meet in the CCCR's lobby at 4:45 p.m., take a shuttle to the Hall and enjoy a farm-to-table dinner created by the Tribal chef. At the dinner, guests will have the opportunity to meet Tribal leadership, network and enjoy remarks from special guests. At 6:30 p.m. the group will be shuttled to the Séka Hills Tasting Room for dessert, coffee and wine to continue a facilitated conversation designed to prepare us for the gathering the following day (*please see attached agenda for full details on the gathering*).

Exploring the Impact of Our Collective Voice:
A Tribal Grantmaking Leadership Gathering - April 13, 2016
The full-day gathering to be held at the Tribe's Gathering Hall and will begin on April 13 at 8:30 a.m. (with a networking breakfast served from 7:30 – 8:30 a.m.) and conclude at 4 p.m.

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

A Tribal Grantmaking Leadership Gathering

April 12 & 13, 2016
Yocha Dehe Wintun Nation
Brooks, California



LOGISTICS

Travel

Our event planner, First Nations Development Institute, will be assisting you with meeting logistics, accepting RSVPs, answering questions to make your stay as enjoyable as possible, and providing additional information prior to the gathering. We are requesting that you purchase your airfare as soon as possible in and out of Sacramento International Airport. The event hotel, the Cache Creek Casino Resort, is approximately 40 miles from the airport. **Participants should plan on traveling to Brooks, California, and arriving by noon in order to participate in the guided tour along with the reception and dinner on Tuesday, April 12. This allows time to check into the hotel.** Please plan to take a shuttle, rent a car or take a cab from the airport to the hotel (visit http://sacramento.aero/smf to learn more about transportation options). Yocha Dehe Wintun Nation will provide transportation to all event activities upon your arrival at the hotel.

Convening RSVPS & Survey

To RSVP for the gathering, please contact Eileen Egan, First Nations Development Institute Senior Program Officer, at eegan@firstnations.org or by phone at (303) 774-7836, ext. 215. Shortly after registering, you will receive an email with a link to a survey that includes questions about your overall topic-area interests and other information to make your stay as pleasant as possible. The Planning Committee thanks you in advance for your responses, which will assist us in better understanding your important work.

Hotel Reservations

We have reserved a block of rooms at the Cache Creek Casino Resort, which is located at 14455 Highway 16, Brooks, CA 95606. To reserve a room at the room-block rate of $145 per night, please contact Shelley Ferguson at sferguson@yochadehe-nsn.gov or by phone at (530) 796-3400 at your earliest convenience. You must reserve your room by March 12, 2016 to receive the group room-block rate. If you need to cancel your room reservation for any reason, you must call Shelley Ferguson to ensure that your credit card is not charged.

Thank You

We appreciate your time and hope you will join us for this unprecedented and exclusive gathering of Tribal grantmakers on April 12 & 13. If you have any questions about the agenda or goals of the gathering, please contact First Nations Development Institute Senior Program Officer Eileen Egan, by email at eegan@firstnations.org or by phone at (303) 774-7836, ext. 215.

EXPLORING THE IMPACT OF OUR COLLECTIVE VOICE

A Tribal Grantmaking Leadership Gathering

April 12 & 13, 2016
Yocha Dehe Wintun Nation
Brooks, California

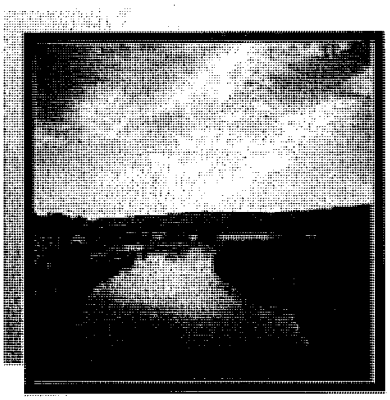
INFORMATIONAL WEBSITES

Co-Hosts

Yocha Dehe Wintun Nation
www.yochadehe.org

First Nations Development Institute
www.firstnations.org

Native American Rights Fund
www.narf.org



Tribal Enterprises Featured on Tour

Cache Creek Casino Resort
www.cachecreek.com

Yocha Dehe Wintun Nation Farm & Ranch
www.yochadehe.org/farm-ranch

Séka Hills
www.sekahills.com

Yocha Dehe Fire Department
www.yochadehe.org/yocha-dehe-fire-department

Yocha Dehe Golf Club
www.yochadehegolfclub.com

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 03 / 30 / 16 ☐ e-poll requested

2. General Information:

Event Name: MAST IMPACT WEEK

Event Location: Washington DC

Attendee(s): Cristina Danforth

Departure Date: April 26

Attendee(s):

Return Date: April 29, 2016

Attendee(s):

3. Budget Information:

☒ Funds available in indivdual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $1,400

4. Justification:

☐ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☐ Advancing Principles

☐ Creating a Positive Organizational Culture

☒ Committing to Building a Responsible Nation

☐ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

The MAST meeting relates to committing to building a responsible nation. These meetings help coordinate important public policy issues and initiatives at the state, regional and federal levels. MAST also helps promote unity and cooperation among tribes and advocates for tribes. This meeting will give tribes an opportunity to meet with members of Congress and it gives tribal leaders a voice in policy development and improved services in Indian Country.

5. Submission

Sponsor: Cristina Danforth, Tribal Chairwoman

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

MIDWEST ALLIANCE OF SOVEREIGN TRIBES
P.O. BOX 265
Gresham, WI 54128
715-787-4494 OFFICE

MAST IMPACT WEEK NOTICE
April 27th – 29th, 2016

HOSTED BY MIDWEST TRIBES & VENDORS

A block of rooms have been reserved under "MAST" @
HOLIDAY INN CAPITOL - 550 C Street, SW Washington, DC 20024

Make your hotel reservations now by calling: 1-202-479-4000 & ask for MAST block of rooms: Room Rate $226.00

MAST AGENDA OF SPEAKERS:

- Chairman Ernie Stevens Jr. NIGA Update, Confirmed
- NCAI President &Update, Q & A – Invited
- Members of Midwest Senate Invited
- Members of Midwest Congress Invited
- Assistant Secretary Kevin Washburn – BIA Invited
- NIHB Confirmed
- National Legal Update Confirmed
- Midwest Health Board Update Confirmed
- Director Indian Health Services Invited
- Administrator EPA Invited
- Tribal Leaders & Members of Congress Capitol Hill Reception Confirmed
- Tribal Leaders & Staff Capitol Hill Lobbying Confirmed

For further information or for requests to be added to agenda please contact:

Scott R. Vele - Executive Director @ 715-787-4494 - m.a.s.t@frontiernet.net

(Meeting begins with breakfast on 4-27-2016 and ends on 4-29-2016 at noon. Pre-registration and a reception will be available on 04-26-2016 at 6:00 pm, first floor of Hotel-follow signs)

MIDWEST ALLIANCE OF SOVEREIGN TRIBES

P.O. Box 265
Gresham, WI 54128-0265
Ph: 715-787-4494 Fax: 715-787-4468

M.A.S.T. IMPACT WEEK 2016
APRIL 27-29 2016
HOLIDAY INN CAPITOL
550 C Street, SW Washington, DC 20024

PLEASE CALL 1-202-479-4000 & ASK FOR MAST BLOCK OF ROOMS
>>MAST BLOCK RATE $226.00+ Tax
<<

Registration form

Name: Cristina Danforth Title: Chairwoman

Tribe/Organization: Oneida Tribe of Indians of WI

Address: P.O. Box 365

City: Oneida State: WI Zip: 54155

Telephone: (920) 869-4493 Fax: 1-920-869-4040

Contact Person: E-mail:

Method of Payment: ( ) Check enclosed ( ) Cash in Hand

Please make checks payable to: MAST 2016

Return registration form and payment to: MAST - Scott Vele
P.O. Box 265
Gresham, WI 54128

Fee
The cost of the registration will be *$250.00* per person.

Please get your registration in early so we can plan accordingly, thank you.

WHAT IS MAST?

DIRECTORY

NEWS & EVENTS

ANNOUNCEMENTS

COUNCIL MEETINGS

GAMING ORDINANCES

TRADE SHOWS

RESOURCES

RESOLUTIONS

ANNOUNCEMENTS

DHHS Midwest Tribal Consultation Session

Save the dates for DHHS Midwest Tribal Consultation Session on April 7, 8, & 9, 2016

MAST IMPACT WEEK MEETING AGENDA

Agenda for MAST Impact week held April 26-29, 2016

+ More News & Events

MAST IMPACT WEEK MEETING AGENDA

News & Events » MAST IMPACT WEEK MEETING AGENDA

MAST IMPACT WEEK MEETING AGENDA
April 26-29, 2016
Holiday Inn Capitol
550 C Street S.W.
Washington D.C. 20024
1-202-479-4000 Hotel Number

Download Registration Sheet here

Tuesday April 26th 2016
5:00 pm – 7:30 pm - *Reception & Early* Registration *Room* - 21st Amendment Bar & Grill
Sponsored by:

Wednesday April 27th, 2016
MAST GENERAL ASSEMBLY – 1st Floor Holiday Inn Capitol – Capitol Ballroom

Coffee for the day – Sponsored by
Room for the day Sponsored by

7:00am /8:30 am - Breakfast–Provided by Capitol Ballroom Foyer

7:00 am - Registration-1st Floor Holiday Inn Capitol – Capitol Ballroom

8:00 am - Call to order – President – Capitol Ballroom
Opening Prayer:
Opening Remarks: President
Roll Call –
Elders Comments/Request
Executive Boards Comments –

Adopt, amend & approve agenda

Issues & Speakers:

8:30 am - Tribal Leaders Roundtable Discussion - Resolution presentation & approval
9:00 am - Tribal Leaders Roundtable Discussion - Resolution presentation & approval
9:30 am
9:45 am
10:30 am
11:00 am
11:30 am
Noon Keynote Address & Luncheon – Chairman Ernie Stevens- NIGA

Capitol Ballroom Sponsored by:

MIDWEST ALLIANCE OF SOVEREIGN TRIBES

IMPACT WEEK 2016
Wednesday-April 27th, 2016 Continued

1:00 pm
1:45 pm
2:00 pm
2:30 pm
2:45 pm - WM Bill Sulinckas Regional Tribal Liaison - FEMA
3:15 pm Break – Sponsored by
3:45 pm
4:15 pm
4:30 pm
5:00/7:00 pm Tribal Leaders Meet & Greet Reception at the NIGA Building

Microphone and equipment for the day sponsored by

MIDWEST ALLIANCE OF SOVEREIGN TRIBES

IMPACT WEEK 2016
Thursday-April 28th, 2016

Coffee for the day sponsored by:
Room for the day sponsored by:

7:00 am/8:30 Breakfast-Sponsored by –Capitol Ballroom
8:15 am - Tribal Leaders Discussion and Direction- Resolution presentation & approval
9:00 am
9:30 am
10:00 am
10:30 am
11:00 am
11:30 am - Hill Visit Resolutions/Packet preparations/Packet material
Noon - Keynote Address & Luncheon

Columbia Ballroom Sponsored by:

Microphone and equipment for the day sponsored by: www.o-techsolutions.com/Curtis Danforth

1:00 pm - Designate & confirm assignment(s) and group leaders for Hill visits.
1:30 pm - 5:30 pm - *Assigned Capitol Hill Group Visits* meet with members of Congress

5:00 pm – 7:00pm The MIDWEST ALLIANCE OF SOVEREIGN TRIBES Invites you to join the Midwest Delegation in a reception on Capitol Hill
House Agriculture Committee Hearing Room 1334
Longworth House Office Building
Sponsored by: Cottingham & Butler – JZACK@cottinghambutler.com
jlink@cottinghambutler.com
rmiller@cottinghambutler.com

MIDWEST ALLIANCE OF SOVEREIGN TRIBES

IMPACT WEEK 2015
Friday- April 29th 2016

Breakfast & Meeting in Congressional 1 Ballroom
Room for the day sponsored by:

7:30 am Breakfast - Sponsored by:
8:30 am - Tribal Leaders Round Table and Direction –

Open board appointment(s). Need invitation from Michigan Tribe to hold next MASTm Meeting on their property end of June or early July - need to waive cost for conference fee's and host lunch. MAST will host evening dinner and next morning breakfast.

9:00 am
9:30 am
10:00 am
10:30 am - Closing prayer - (Meeting ends)

Thank you to all our sponsors! Please support them as they support us!!!!

Telephone Contact - Scott R. Vele Executive Director - 715-853-4001

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 03 / 30 / 15 ☐ e-poll requested

2. General Information:

Event Name: MAST Impact Week

Event Location: Washington DC

Attendee(s): Lisa Summers

Departure Date: April 26, 2016

Attendee(s):

Return Date: April 29, 2016

Attendee(s):

3. Budget Information:

☒ Funds available in indivdual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $1,900 per travel coordinator

4. Justification:

☐ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☐ Advancing Principles

☐ Creating a Positive Organizational Culture

☒ Committing to Building a Responsible Nation

☐ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

MAST Impact week provide the opportunity to meet with members of Congress. These meetings are important when for public policy issues and initiatives at the state, regional and federal levels.

5. Submission

Sponsor: Lisa Summers, Tribal Secretary

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

MAST IMPACT WEEK MEETING AGENDA

April 26-29, 2016
Holiday Inn Capitol
550 C Street S.W.
Washington D.C. 20024
1-202-479-4000 Hotel Number

Tuesday April 26th 2016

Dinner with MRHB – 6:30 pm – Sponsored by: Sault Ste Marie Tribe

5:00 pm – 7:30 pm **Reception & Early Registration *Room* - 21st Amendment Bar & Grill**
Sponsored by:

Wednesday April 27th, 2016

MAST GENERAL ASSEMBLY – 1st Floor Holiday Inn Capitol – Capitol Ballroom

Coffee for the day – Sponsored by Little Traverse Bay Band
Room for the day Sponsored by Sault Ste. Marie Tribal Council

7:00am /8:30 am Breakfast–Provided by Sault Ste Marie Tribal Council- Capitol Ballroom Foyer

7:00 am **Registration-1st Floor Holiday Inn Capitol – Capitol Ballroom**

8:00 am **Call to order – Vice President Aaron Payment– Capitol Ballroom**
Opening Prayer:
Opening Remarks: Vice President Aaron Payment
Roll Call – Melanie Benjamin Secretary Mille Lacs Band
Elders Comments/Request
Executive Boards Comments – Treasurer Eugene Magnuson Pokagon Band MI
Adopt, amend & approve agenda

Issues & Speakers:

8:30 am **Tribal Leaders Roundtable Discussion - Resolution presentation & approval**

9:00 am **Tribal Leaders Roundtable Discussion - Resolution presentation & approval**

9:30 am

10:00 am **Congress Member Invite**

10:30 am **Congress Member Invite**

11:00 am **Congress Member Invite**

11:30 am **Suzan Harjo 2014 Presidential Medal of Freedom Winner–Native American Culture**

Noon **Keynote Address & Luncheon – Chairman Ernie Stevens- NIGA**
Capitol Ballroom **Sponsored by:**

MIDWEST ALLIANCE OF SOVEREIGN TRIBES
IMPACT WEEK 2016

Wednesday-April 27th, 2016 Continued

1:00 pm	**Acting Assistant Secretary BIA – Mr. Lawrence Roberts- Update Q's & A's**
2:00 pm	
2:30 pm	
2:45 pm	**WM Bill Sulinckas Regional Tribal Liaison - FEMA**
3:15 pm	**Break – Sponsored by**
3:45 pm	
4:15 pm	
4:30 pm	**Election for MAST President**
5:00/7:00 pm	**Tribal Leaders Meet & Greet Reception at the NIGA Building**

Microphone and equipment for the day sponsored by

MIDWEST ALLIANCE OF SOVEREIGN TRIBES
IMPACT WEEK 2016

Thursday-April 28th, 2016

Coffee for the day sponsored by:
Room for the day sponsored by: RSM US LLP

7:00 am/8:30	**Breakfast-Sponsored by –Capitol Ballroom**
8:15 am	**Tribal Leaders Discussion and Direction- Resolution presentation & approval**
9:00 am	**Stacy A. Bohlen-Executive Director, National Indian Health Board**
9:30 am	**Ben Butler Affordable Care Act & Costs to the Tribes**
10:00 am	**Congress Member Invite**
10:30 am	**Congress Member Invite**
11:00 am	
11:30 am	**Hill Visit Resolutions/Packet preparations/Packet material**
Noon	**Keynote Address & Luncheon – Columbia Ballroom Sponsored by:**

Microphone and equipment for the day sponsored by: www.o-techsolutions.com/Curtis Danforth

1:00 pm **Designate & confirm assignment(s) and group leaders for Hill visits.**

1:30 pm - 5:30 pm ***Assigned Capitol Hill Group Visits*** **meet with members of Congress**

5:00 pm – 7:00pm **The MIDWEST ALLIANCE OF SOVEREIGN TRIBES Invites you to join the Midwest Delegation in a reception on Capitol Hill**
House Agriculture Committee Hearing Room 1334
Longworth House Office Building
Sponsored by: Cottingham & Butler – JZACK@cottinghambutler.com
jlink@cottinghambutler.com

MIDWEST ALLIANCE OF SOVEREIGN TRIBES
IMPACT WEEK 2016

Friday- April 29th 2016

Breakfast & Meeting in Congressional 1 Ballroom
Room for the day sponsored by: Pokagon Band of Potawatomi MI
Coffee for the day sponsored by: Pokagon Band of Potawatomi MI

7:30 am **Breakfast - Sponsored by: Pokagon Band of Potawatomi MI**

8:30 am **Tribal Leaders Round Table and Direction –**
Open board appointment(s).

9:00 am **Congressman Frank Pallone, Jr. 6th District of New Jersey**
Congressional Native American Caucus
9:30 am **Congress Member**

10:00 am

10:30 am **Closing prayer - (Meeting ends)**

Thank you to all our sponsors! Please support them as they support us!!!!

Telephone Contact - Scott R. Vele Executive Director - 715-853-4001

MIDWEST ALLIANCE OF SOVEREIGN TRIBES

P.O. Box 265
Gresham, WI 54128-0265
Ph: 715-787-4494

M.A.S.T. IMPACT WEEK 2016
APRIL 27-29 2016
HOLIDAY INN CAPITOL

550 C Street, SW Washington, DC 20024

PLEASE CALL 1-877-572-6951 & ASK FOR MAST BLOCK OF ROOMS
"M8T"
>>MAST BLOCK RATE $226.00+ Tax

<<

Registration form

Name: _____ **Title:** _____

Tribe/Organization: _____

Address: _____

City: _____ **State:** _____ **Zip:** _____

Telephone: _____ **Fax:** _____

Contact Person: **E-mail:**

Method of Payment: ( ) Check enclosed ( ) Cash in Hand

Please make checks payable to: MAST 2016

Return registration form and payment to: **MAST - Scott Vele**
P.O. Box 265
Gresham, WI 54128

Fee
The cost of the registration will be *$250.00* per person.

Please get your registration in early so we can plan accordingly, thank you.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Reports

☐ Accept as Information only

☒ Action - please describe:

Accept Oneida Retail FY 16 1st Quarter 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: Michele Doxtator, Area Manager/Retail Profits

Primary Requestor/Submitter:

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Tribe of Indians of Wisconsin

Oneida Retail Report

1st Quarter FY16

Michele Doxtator

Oneida Retail Enterprise

The following is a brief update on projects and happenings within Retail and is not meant to cover the day to day detail, but an overview of some of our activities.

Our Vision Statement comes from the Tribe's vision;

A Nation of strong families built on Tsi ?Niyukwaliho TΛ and a strong economy

Our Mission Statement is;

"To generate profit for the prosperity of the Oneida Tribe"

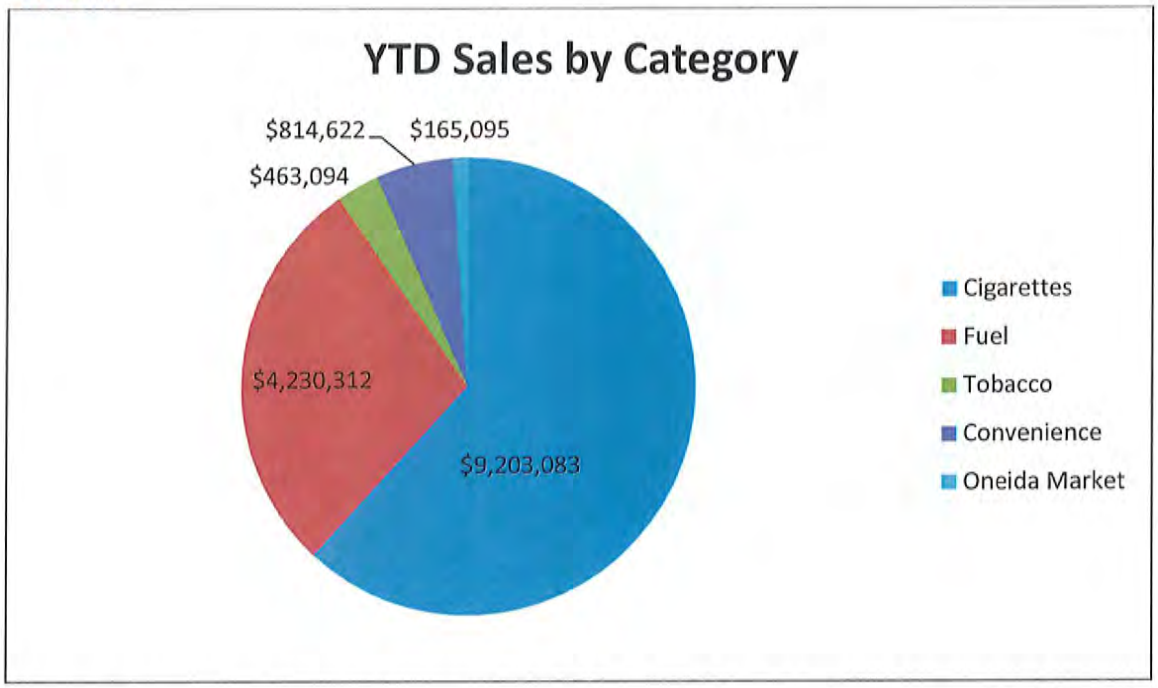
FY 16 Year to Date Financial Information – December. Profit and Loss Statements (BUDPLCOM_ 12.31.15 & ENTINCSTMT 12.31.15)

	FY16 YTD Actual	FY16 YTD Budget	FY15 YTD Actual
Sales	$14,900,822	$15,109,281	$15,962,417
Cost of Sales	$10,971,578	$11,496,085	$12,247,077
Gross Profit	$3,929,244	$3,613,196	$3,715,340
Expenses	$1,659,778	$1,781,346	$1,482,161
Net Profit	$2,269,466	$1,831,850	$2,233,179

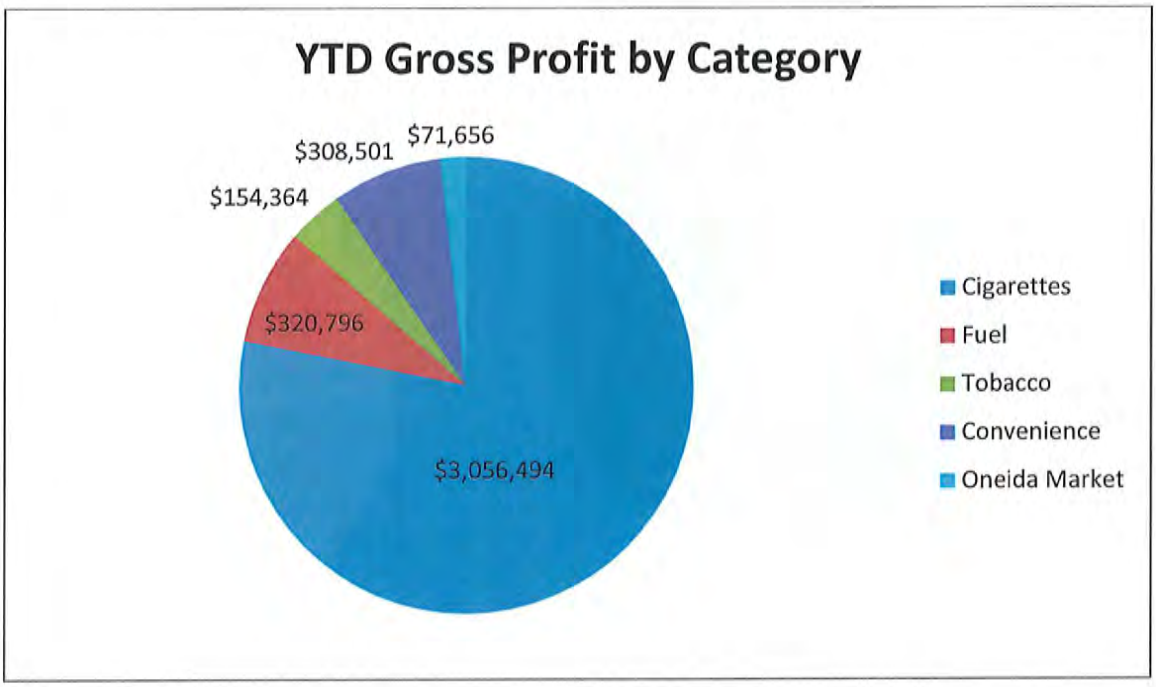
Net Profit by location (December Treasurer's Report pg. 54)

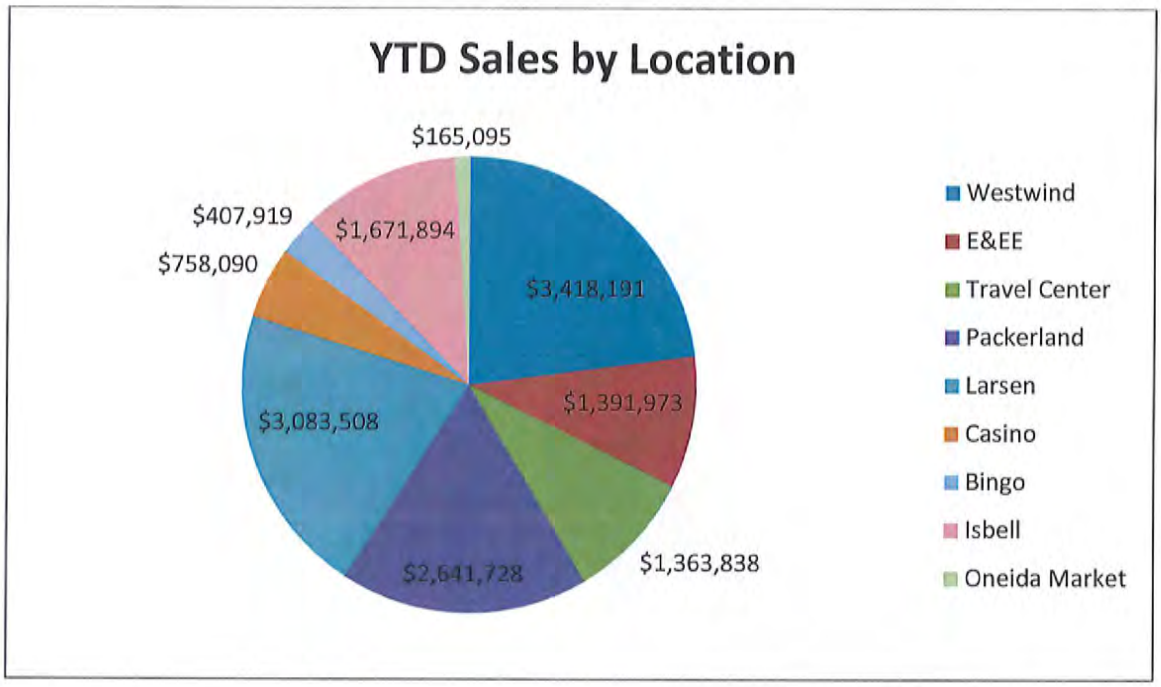
Location	YTD Budget	YTD Actual	Variance	Variance %
Administration	$205,610	$194,151	$11,459	5.57%
Westwind	($568,287)	($588,943)	$20,656	3.63%
54	($21,763)	($2,218)	($19,945)	(89.81)%
E&EE	($108,750)	($237,734)	$128,984	118.61%
OCTC	($53,664)	($78,701)	$25,037	46.65%
Packerland	($369,036)	($498,005)	$128,969	34.95%
Larsen	($308,699)	($392,333)	$83,634	27.09%
Casino	($167,907)	($150,918)	($16,989)	(10.12%)
Bingo	($77,376)	($95,744)	$18,368	23.74%
Isbell	($368,416)	($402,342)	$33,926	9.21%
Market	$6,438	($16,673)	$23,111	358.98%
Total	**($1,831,850)**	**($2,269,459)**	**$437,609**	**23.89%**

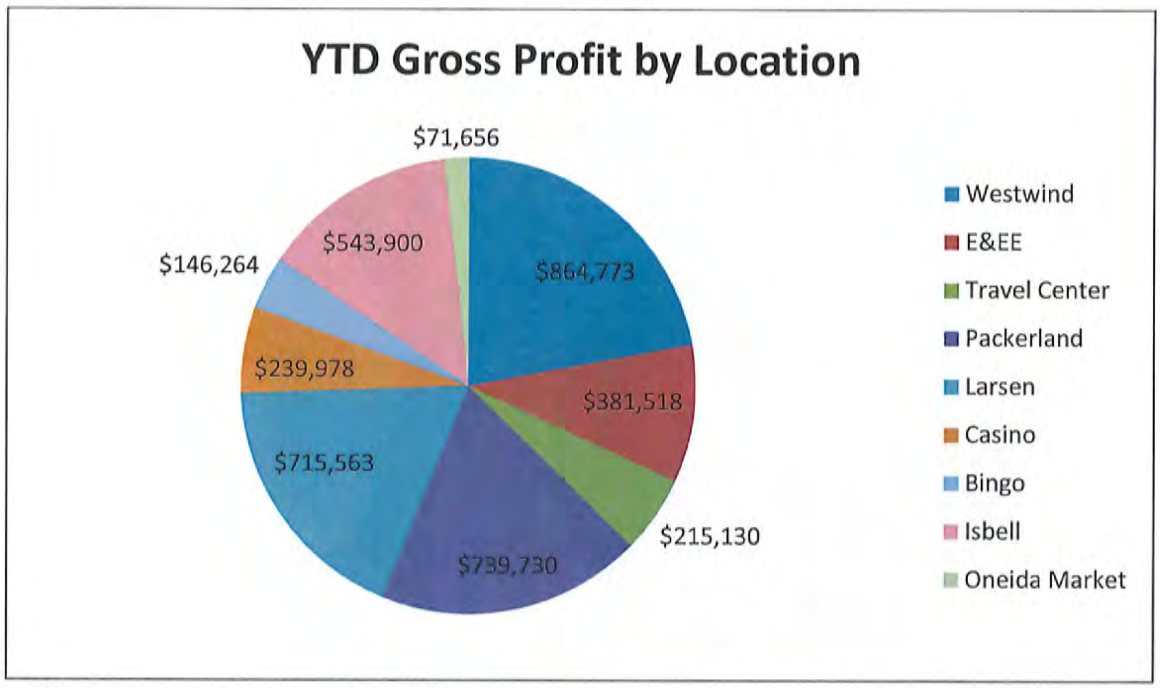
Retail

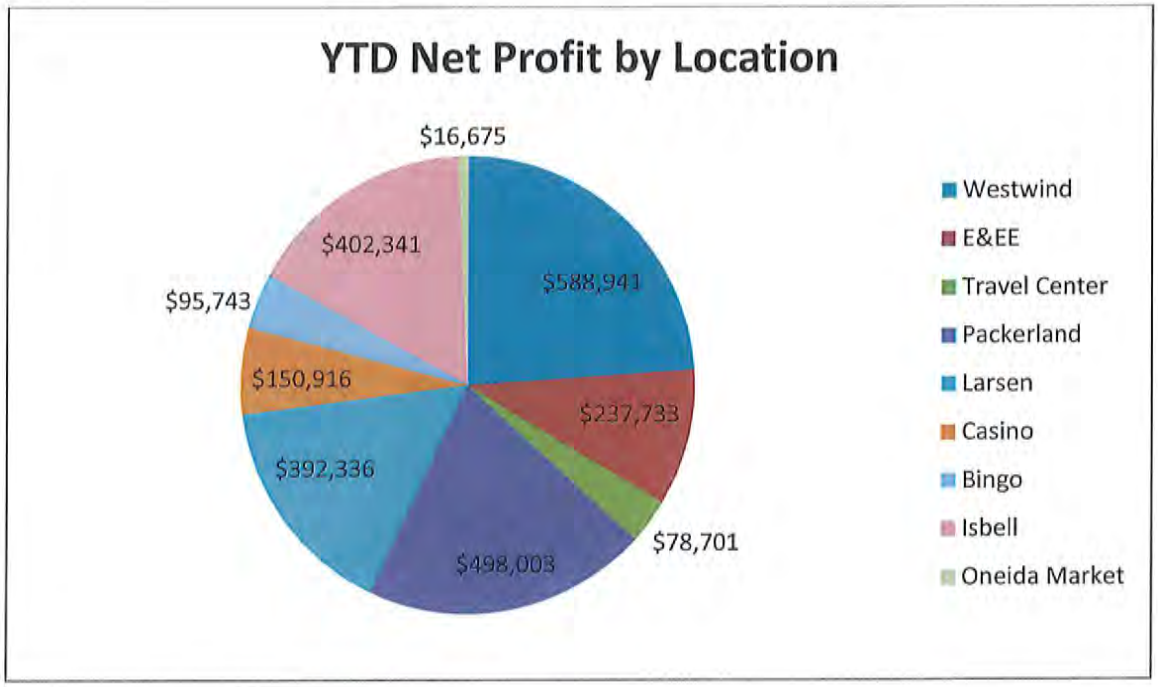


Cigarettes continue to dominate sales in the One Stops and the Smokeshops, with fuel sold at six (6) of the One Stop coming in second followed by convenience, tobacco products and combined sales at the Oneida Market.




YTD Sales by Location
$165,095
$407,919
$1,671,894
$758,090
$3,418,191
$1,391,973
$3,083,508
$2,641,728
$1,363,838
Westwind
E&EE
Travel Center
Packerland
Larsen
Casino
Bingo
Isbell
Oneida Market

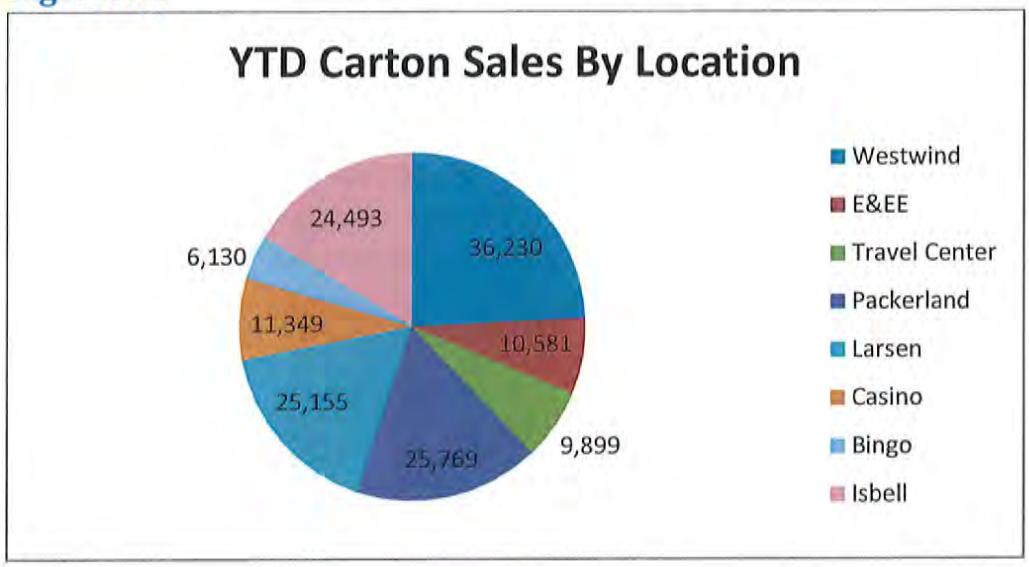

YTD Gross Profit by Location
$71,656
$543,900
$146,264
$864,773
$239,978
$381,518
$715,563
$215,130
$739,730
Westwind
E&EE
Travel Center
Packerland
Larsen
Casino
Bingo
Isbell
Oneida Market

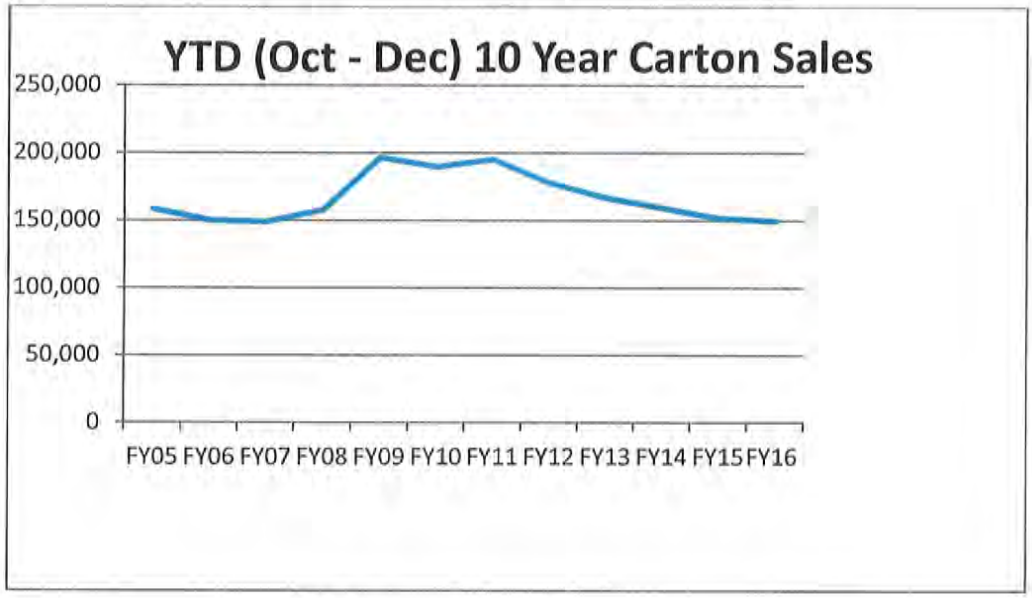


Highlights

- Westwind has been the number 1 in sales, gross profit and net profit for over 20 years.
- Larsen has moved into the number 2 spot in sales, 3rd place in gross profit and 4th in net profit. Larsen sells the most fuel of all locations, and has the highest lease rate of all of the stores.
- While Packerland is in 3rd place for sales, but has maintained the second place in gross profit and net profit.
- Isbell maintains 4th place for sales and gross profit, it is the 3rd most profitable location. Mainly due to high sales of cigarettes and a favorable lease rate from Gaming.
- The Oneida Market had a positive net profit YTD of $16,675.

Cigarettes





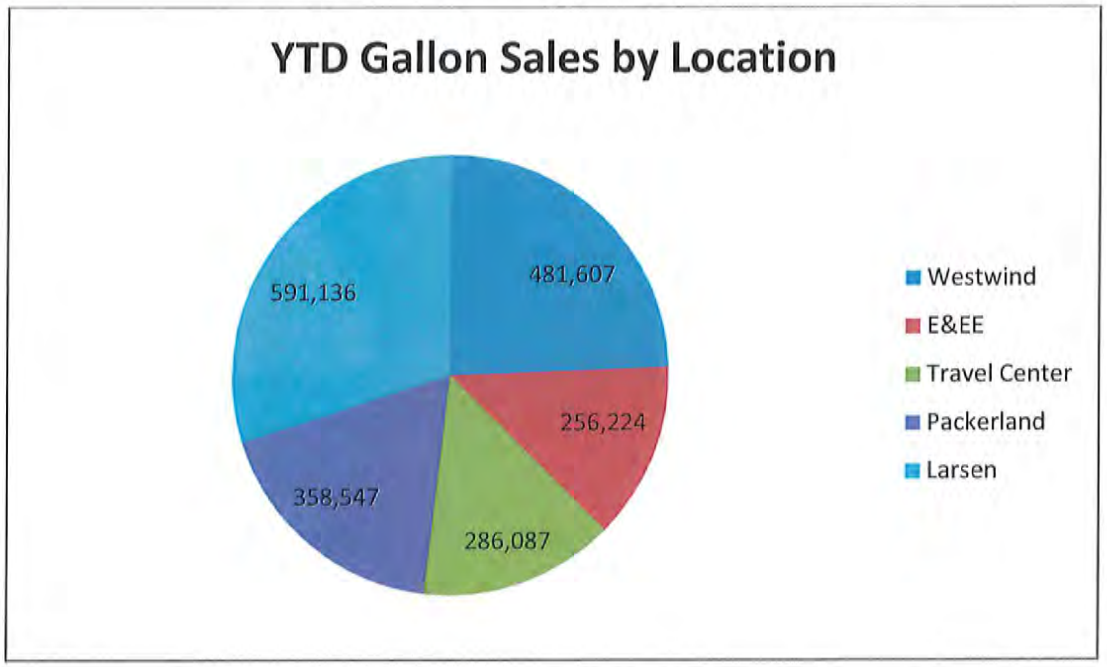
The average Convenience store sells 106 cartons per week (S. Abraham & Sons) in the state of Wisconsin. One average the Oneida Stops and Smokeshops sell 1,439 cartons per week. This is due to the large price differential as a result of the cigarette excise tax agreement with the state of Wisconsin. The price differential averages $13.00 per carton. The average profit per carton is $17.95.

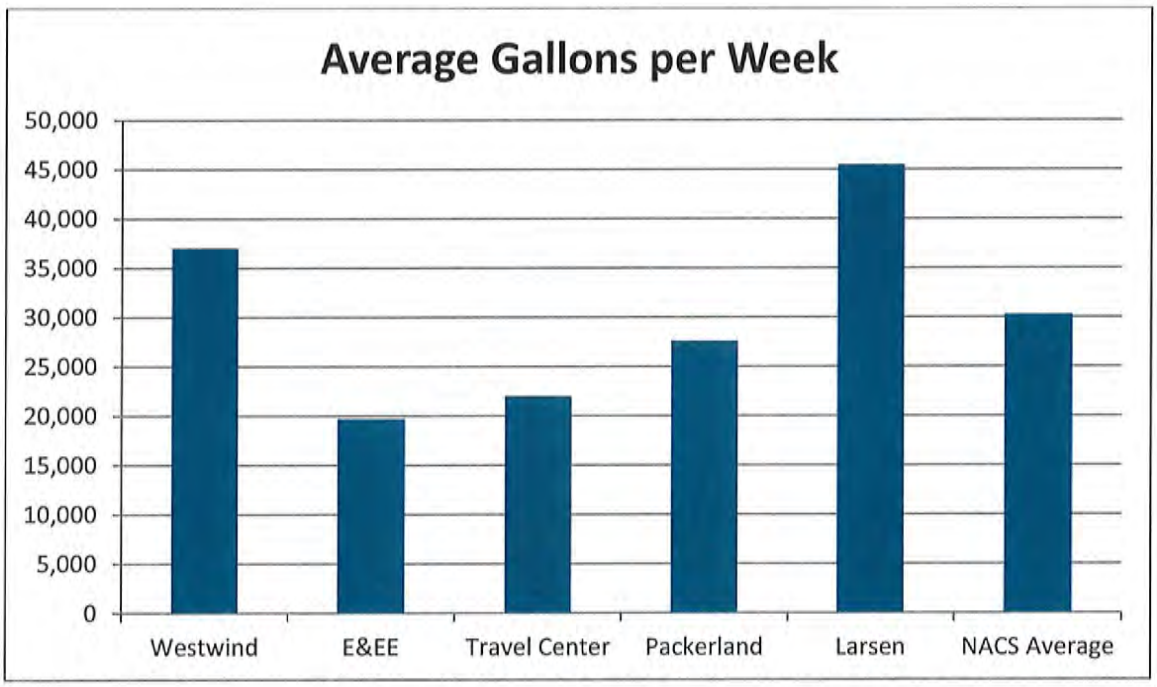
The cigarette manufacturers have been merging over the past several decades, with the major cigarette companies controlling 90% of the cigarette market. Last year Reynolds American purchased Lorillard, resulting in Reynolds becoming the number 1 manufacturer in cigarettes over Altria Group (formerly Philip Morris). For Oneida Retail the impacts have been new cigarette merchandising agreements and new cigarette reps.

Oneida Retail continues to anticipate the semi-annual cigarette price increases in December and June, with the price increase anticipated in June 2016, Oneida Retail maintained the profit per carton and matched the manufacturer price increase. By increasing the price differential with our competitors we anticipated an increase in cigarette sales.

In an effort to keep cigarettes and tobacco out of the hands of minors Oneida Retail has teamed up with the Oneida Police Department to run checks in our stores to assure our Associates are checking the ID of anyone who appears to be under the age of 27. An SOP is being developed to outline the process for checking IDs for all age restricted product.

Fuel





The average Convenience store sells 30,292 (NACS SOI 2013 Report pg. 9) gallons of fuel per week. The Oneida One Stops average gallons per week are 28,539. The YTD average profit is $.19 per gallon.

YTD Financial Performance by Location

Oneida One Stop Westwind

	YTD	Budget	Prior Year
Sales	$3,418,191	$3,546,568	$3,555,766
COGS	$2,553,418	$2,670,775	$2,734,112
Gross Profit	$864,773	$875,793	$821,654
Payroll	$124,329	$148,705	$116,330
Operational Expenses	$151,503	$158,801	$94,837
Net Profit	$588,941	$568,287	$610,487

Categories

Cigarettes

	YTD	Budget	Prior Year
Sales	$2,210,197	$2,171,375	$2,134,349
COGS	$1,486,608	$1,463,594	$1,471,267
Gross Profit	$723,589	$707,782	$663,082

Fuel

	YTD	Budget	Prior Year
Sales	$1,021,766	$1,187,358	$1,226,578
COGS	$945,014	$1,077,246	$1,122,936
Gross Profit	$76,752	$110,112	$103,642

Tobacco

	YTD	Budget	Prior Year
Sales	$80,083	$83,538	$85,707
COGS	$53,045	$60,859	$66,352
Gross Profit	$27,038	$22,679	$19,355

Convenience

	YTD	Budget	Prior Year
Sales	$106,145	$104,299	$109,131
COGS	$68,372	$69,073	$35,942
Gross Profit	$37,773	$35,226	$35,942

Oneida One Stop Westwind

The Oneida One Stop Westwind (1202020) opened in October of 1992.

Store Hours are from 5:00 AM to Midnight daily.

The store has one (1) full-time Location Manager, one (1) full-time Assistant Location Manager, 11 full-time Associates and two (2) part-time Associates.

Net Profit per labor hour averages $91.52 in net profit, for every $1.00 spent in payroll (including fringe benefits) $5.74 is generated in net profit.

Oneida One Stop E&EE

	YTD	Budget	Prior Year
Sales	$1,391,973	$1,027,191	$1,115,887
COGS	$1,010,455	$790,018	$852,778
Gross Profit	$381,518	$237,173	$263,109
Payroll	$80,900	$72,521	$66,293
Operational Expenses	$62,885	$55,902	$41,699
Net Profit	$237,733	$108,750	$155,117

Categories

		Cigarettes	
	YTD	Budget	Prior Year
Sales	$647,786	$456,214	$471,990
COGS	$443,579	$314,371	$327,076
Gross Profit	$204,207	$141,843	$144,914

		Fuel	
	YTD	Budget	Prior Year
Sales	$549,974	$427,432	$491,936
COGS	$507,226	$394,063	$452,279
Gross Profit	$42,748	$33,369	$39,657

		Tobacco	
	YTD	Budget	Prior Year
Sales	$27,767	$23,122	$24,011
COGS	$16,813	$15,805	$17,034
Gross Profit	$10,954	$7,316	$6,977

		Convenience	
	YTD	Budget	Prior Year
Sales	$166,445	$120,415	$127,951
COGS	$42,963	$65,774	$56,130
Gross Profit	$123,482	$54,641	$71,821

Oneida One Stop E&EE

The Oneida One Stop Westwind (1202020) opened in October of 1992.

The Oneida One Stop E&EE (1202022) opened in 1988.

Store Hours are from 5:00 AM to Midnight daily.

The store has one (1) full-time Location Manager, seven (7) full-time Associates and one (1) part-time Associate.

Net Profit per labor hour averages $61.35 in net profit, for every $1.00 spent in payroll (including fringe benefits) $3.94 is generated in net profit.

Oneida Casino Travel Center

	YTD	Budget	Prior Year
Sales	$1,363,383	$1,179,555	$1,307,272
COGS	$1,148,253	$971,024	$1,094,784
Gross Profit	$215,130	$208,531	$212,488
Payroll	$64,582	$73,447	$59,383
Operational Expenses	$71,847	$81,420	$67,277
Net Profit	$78,701	$53,664	$85,828

Categories

		Cigarettes	
	YTD	Budget	Prior Year
Sales	$597,680	$491,019	$519,405
COGS	$420,592	$343,623	$363,387
Gross Profit	$177,088	$147,397	$156,018

		Fuel	
	YTD	Budget	Prior Year
Sales	$613,961	$563,522	$657,227
COGS	$572,325	$524,308	$611,187
Gross Profit	$41,636	$39,214	$46,040

		Tobacco	
	YTD	Budget	Prior Year
Sales	$40,036	$33,735	$34,888
COGS	$19,040	$23,317	$26,117
Gross Profit	$20,996	$10,418	$8,771

		Convenience	
	YTD	Budget	Prior Year
Sales	$111,707	$91,279	$95,752
COGS	$135,962	$79,778	$94,164
Gross Profit	($24,255)	$11,502	$1,588

Oneida Casino Travel Center

The Oneida Casino Travel Center (1202024) opened in August 2005.

Store Hours are from 5:00 AM to Midnight Sunday through Thursday, 5:00 AM to 2:00 AM Friday and Saturday.

The store has one (1) full-time Location Manager, one (1) full-time Assistant Location Manager and seven (7) full-time Associates.

Net Profit per labor hour averages $22.84 in net profit, for every $1.00 spent in payroll (including fringe benefits) $2.22 is generated in net profit.

Oneida One Stop Packerland

	YTD	Budget	Prior Year
Sales	$2,641,728	$2,637,179	$2,708,988
COGS	$1,901,998	$2,009,479	$2,089,935
Gross Profit	$739,730	$627,700	$619,053
Payroll	$112,115	$128,399	$104,723
Operational Expenses	$129,612	$130,265	$96,729
Net Profit	$498,003	$369,036	$417,601

Categories

Cigarettes

	YTD		Prior Year
Sales	$1,587,087	$1,498,649	$1,482,338
COGS	$1,035,727	$1,036,255	$1,036,680
Gross Profit	$551,360	$462,394	$445,658

Fuel

	YTD		Prior Year
Sales	$772,170	$850,819	$941,933
COGS	$714,917	$796,005	$873,360
Gross Profit	$57,253	$54,814	$68,573

Tobacco

	YTD		Prior Year
Sales	$96,629	$100,608	$97,655
COGS	$63,790	$67,534	$68,149
Gross Profit	$32,839	$33,074	$29,506

Convenience

	YTD		Prior Year
Sales	$161,307	$162,572	$162,527
COGS	$87,206	$109,681	$111,398
Gross Profit	$74,101	$52,892	$51,129

Oneida One Stop Packerland

The Oneida One Stop Packerland (1202025) opened in May 2007.

Store Hours are 24 hours, 7 days a week.

The store has one (1) full-time Location Manager, one (1) full-time Assistant, 11 full-time Associates.

Net Profit per labor hour averages $99.76 in net profit, for every $1.00 spent in payroll (including fringe benefits) $5.44 is generated in net profit.

Oneida One Stop Larsen

	YTD	Budget	Prior Year
Sales	$3,083,508	$2,979,094	$2,798,553
COGS	$2,367,945	$2,366,648	$2,218,786
Gross Profit	$715,563	$612,446	$579,767
Payroll	$126,305	$132,643	$123,873
Operational Expenses	$196,922	$171,104	$156,192
Net Profit	$392,336	$308,699	$299,702

Categories

Cigarettes

	YTD	Budget	Prior Year
Sales	$1,561,369	$1,423,100	$1,289,378
COGS	$1,018,545	$977,916	$870,032
Gross Profit	$542,824	$445,184	$419,346

Fuel

	YTD	Budget	Prior Year
Sales	$1,273,401	$1,334,758	$1,292,438
COGS	$1,170,033	$1,243,292	$1,189,835
Gross Profit	$103,368	$91,466	$102,603

Tobacco

	YTD	Budget	Prior Year
Sales	$78,188	$74,094	$73,019
COGS	$57,540	$53,477	$57,786
Gross Profit	$20,648	$16,308	$15,233

Convenience

	YTD	Budget	Prior Year
Sales	$170,550	$147,145	$143,718
COGS	$116,673	$100,966	$100,933
Gross Profit	$53,877	$46,179	$42,785

Oneida One Stop Larsen

The Oneida One Stop Larsen (1202026) opened in December 2012.

Store Hours are from 5:00 AM to Midnight daily.

The store has one (1) full-time Location Manager, one (1) full-time Assistant Location Manager, 12 full-time Associates and one (1) part-time Associate.

Net Profit per labor hour averages $66.26 in net profit, for every $1.00 spent in payroll (including fringe benefits) $4.11 is generated in net profit.

Oneida Smokeshop Casino

	YTD	Budget	Prior Year
Sales	$758,090	$777,949	$719,026
COGS	$518,112	$540,094	$490,566
Gross Profit	$239,978	$237,855	$228,460
Payroll	$42,166	$43,954	$39,571
Operational Expenses	$46,896	$25,994	$20,928
Net Profit	$150,916	$167,907	$167,961

Categories

Cigarettes

	YTD	Budget	Prior Year
Sales	$713,208	$714,392	$670,275
COGS	$489,709	$507,064	$460,798
Gross Profit	$223,499	$207,328	$209,477

Tobacco

	YTD	Budget	Prior Year
Sales	$20,971	$22,058	$22,846
COGS	$12,936	$9,915	$16,747
Gross Profit	$8,035	$12,143	$6,099

Convenience

	YTD	Budget	Prior Year
Sales	$23,911	$41,500	$25,904
COGS	$15,035	$23,112	$12,681
Gross Profit	$8,876	$18,389	$13,223

Oneida Smokeshop Casino

The Oneida Smokeshop Casino (1202030) opened in February 1992

Store Hours are from 7:00 AM to Midnight Sunday through Wednesday, 7:00 AM to 2:00 AM Thursday through Saturday.

The store has one (1) part-time Assistant Location Manager, five (5) full-time Associates.

Net Profit per labor hour averages $68.21 in net profit, for every $1.00 spent in payroll (including fringe benefits) $4.58 is generated in net profit.

Oneida Smokeshop Bingo

	YTD	Budget	Prior Year
Sales	$407,919	$421,768	$410,545
COGS	$261,655	$288,449	$282,738
Gross Profit	$146,264	$133,319	$127,807
Payroll	$29,332	$36,803	$30,641
Operational Expenses	$21,189	$19,140	$18,300
Net Profit	$95,743	$77,376	$78,866

Categories

		Cigarettes	
	YTD	Budget	Prior Year
Sales	$367,609	$378,257	$370,361
COGS	$243,700	$262,429	$256,582
Gross Profit	$123,909	$115,828	$113,779

		Tobacco	
	YTD	Budget	Prior Year
Sales	$6,756	$6,397	$6,400
COGS	$5,402	$2,751	$4,723
Gross Profit	$1,354	$3,646	$1,677

		Convenience	
	YTD	Budget	Prior Year
Sales	$33,554	$37,118	$33,785
COGS	$12,327	$23,267	$12,603
Gross Profit	$21,227	$13,851	$21,182

Oneida Smokeshop Bingo

The Oneida Smokeshop Bingo (1202031) opened in 1983.

Store Hours are from 8:00 AM to 10:00 PM Sunday through Thursday, 8:00 AM to Midnight Friday and Saturday.

The store has one (1) full-time Location Manager, seven (7) full-time Associates and one (1) part-time Associate.

Net Profit per labor hour averages $40.45 in net profit, for every $1.00 spent in payroll (including fringe benefits) $4.26 is generated in net profit.

Oneida Smokeshop Isbell

	YTD	Budget	Prior Year
Sales	$1,671,894	$1,636,614	$1,614,884
COGS	$1,127,994	$1,128,135	$1,118,616
Gross Profit	$543,900	$508,479	$496,268
Payroll	$73,790	$84,445	$68,081
Operational Expenses	$67,769	$55,618	$43,039
Net Profit	$402,341	$368,416	$385,148

Categories

		Cigarettes	
	YTD	Budget	Prior Year
Sales	$1,518,146	$1,473,766	$1,452,183
COGS	$1,019,369	$1,018,561	$1,003,106
Gross Profit	$498,777	$455,205	$449,077

		Tobacco	
	YTD	Budget	Prior Year
Sales	$112,663	$123,297	$124,627
COGS	$80,422	$85,116	$91,255
Gross Profit	$32,241	$38,182	$33,372

		Convenience	
	YTD	Budget	Prior Year
Sales	$41,085	$39,551	$38,074
COGS	$27,862	$24,456	$23,908
Gross Profit	$13,223	$15,095	$14,166

Oneida Smokeshop Isbell

The Oneida Smokeshop Isbell (1202032) opened in

Store Hours are from 7:00 AM to Midnight daily.

The store has one (1) full-time Assistant Location Manager, eight (8) full-time Associate.

Net Profit per labor hour averages $99.25 in net profit, for every $1.00 spent in payroll (including fringe benefits) $6.45 is generated in net

Oneida Market

	YTD	Budget	Prior Year
Sales	$165,095	$147,205	$151,715
COGS	$93,439	$104,942	$114,455
Gross Profit	$71,656	$42,263	$37,260
Payroll	$43,591	$33,264	$24,859
Operational Expenses	$11,390	$15,437	$12,083
Net Profit	$16,675	($6,438)	$318

Categories

Cannery

	YTD	Budget	Prior Year
Sales	$10,068	$11,901	$13,087
COGS	$6,854	$10,836	$11,834
Gross Profit	$3,214	$1,065	$1,253

Agriculture

	YTD	Budget	Prior Year
Sales	$74,201	$73,089	$73,734
COGS	$57,716	$57,554	$62,748
Gross Profit	$16,485	$15,535	$10,986

Retail

	YTD	Budget	Prior Year
Sales	$80,399	$62,212	$64,920
COGS	$27,692	$36,545	$37,566
Gross Profit	$52,707	$25,667	$27,354

Store Services

	YTD	Budget	Prior Year
Sales	$0	$0	($10)
COGS	$0	$0	
Gross Profit	$0	$0	($10)

Oneida Market

The Oneida Market (1202040) opened in December 2012.

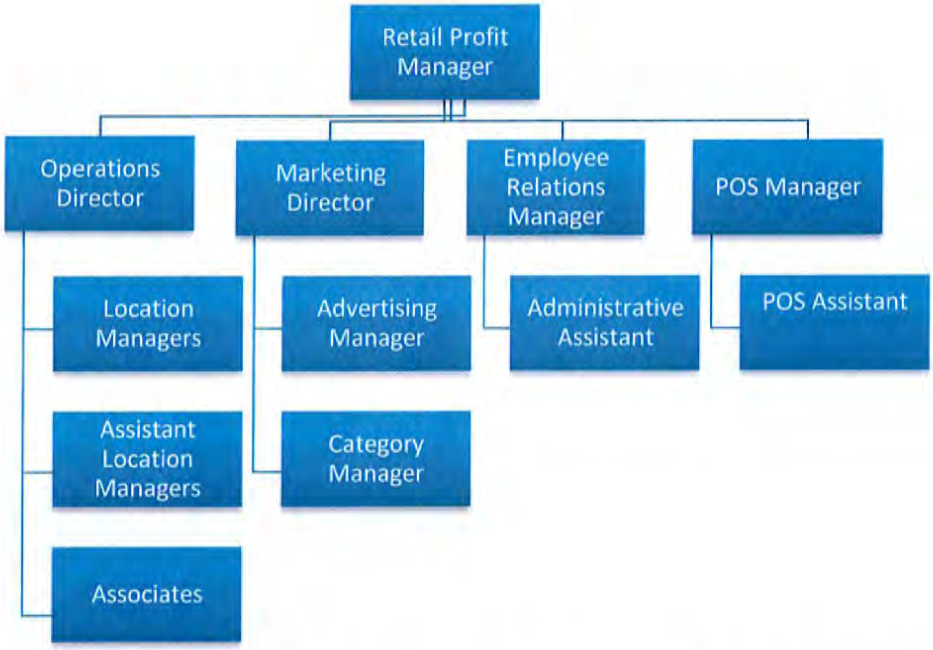
Store Hours are from 7:00 AM to 7:00 PM Monday through Friday, 9:00 AM to 5 :00 PM Saturday and Sunday.

The store has one (1) full-time Location Manager, three (3) full-time Associates and one (1) part-time Associate.

Net Profit per labor hour averages $7.94 in net profit, for every $1.00 spent in payroll (including fringe benefits) $1.38 is generated in net profit.

Oneida Retail Employees

Oneida Retail Enterprise Organizational Chart, with the Retail Profit Area Manager reporting to the Oneida Business Committee



On September there were 104 Retail Employees with an average of 7 years of service. Retail employees are Oneida Tribal Members as outlined in the Tobacco Ordinance.

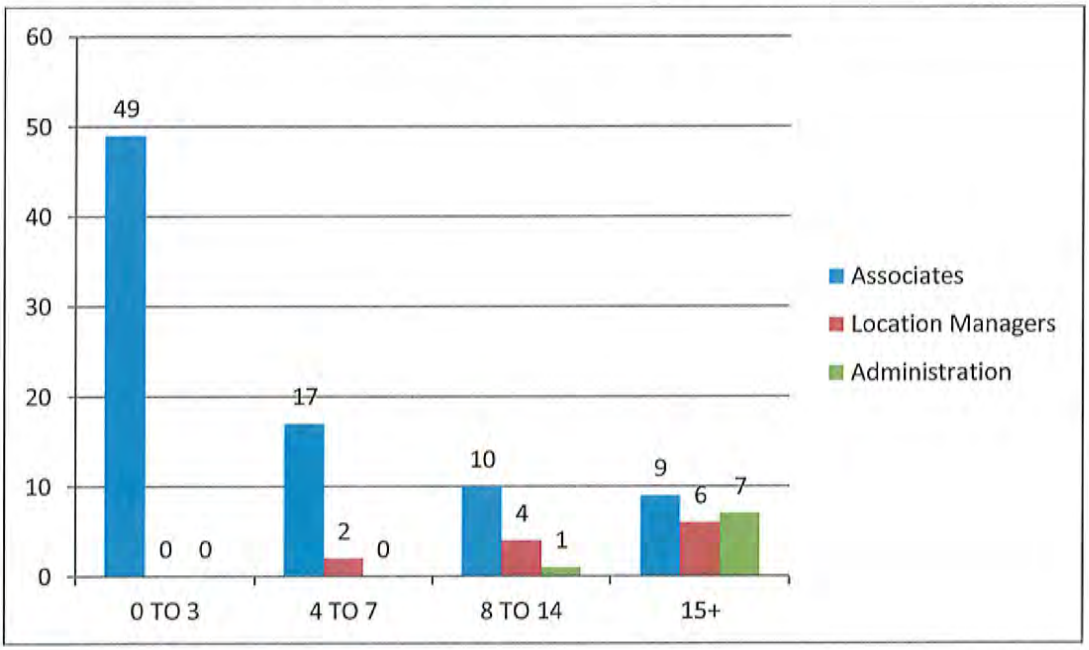


Figure 1 Retail Associates Years of Service

Of the 106 Retail employees we have the following accruals at the end of September 2014

Vacation Hours	4,204
Personal Hours	3,032
Total	7,236

Nine (9) Retail Employees have over 200 hours of vacation/personal time accrued as of December 31, 2015. Seven of the employees are exempt and two are non-exempt.

YTD payroll was $860,461 compared to the budget of $986,345 is a savings of $115,060. When compared to prior year's payroll of $857,374 an increase of $3,087. YTD overtime was $2,866 compared to prior year overtime of $2,468.

Oneida One Stop 54

The Oneida One Stop Redevelopment was approved be General Tribal Council (GTC) at the FY16 Budget meeting on February 9, 2015 as originally proposed July 7, 2014. The project has been updated based on the input from the 54 Project Community Meetings, FY15 Budget Community Meetings and Customer Focus Sessions conducted by Matousek & Associates.

A scaled back food offering is planned for the project, with a small seating area in the back of the store along with counter seating at the front of the store. The store will feature soups, sandwiches, pizza and expanded bakery offering.

Currently the project is over budget by $395,000 primarily due to soil conditions at the site.

Tobacco burning and ground breaking took place on October 29th at the site after demolition was completed. Site work began shortly after with the removal of 1,485 tons of contaminated soil. Construction of the store began the first week in January. The most current schedule, renderings and finishes are attached to the report.

Bar Coded Tribal ID Cards

Oneida Retail along with the Oneida Enrollment Department ran a promotion to encourage Oneida Tribal Members to exchange non-bar coded IDs for a bar coded ID. When a Tribal Member brought in their non-bar coded ID for a new Tribal ID they received a $10.00 Fuel Only Gift Card. 215 Tribal Members exchanged their non-bar coded ID. The promotion ran from early October to January 6, 2016. Currently there are 9,833 Oneida Tribal Members over the age of 16 who live in Wisconsin and 3,781Tribal Members have not exchanged their non-bar coded ID.

Location	Total # of Members	Barcoded Tribal ID	Non-bar coded ID
On Reservation	3,605	3,022	583
Brown/Outagamie	2,427	1,719	708
Other WI area	3,801	1,311	2,490

Another promotion to encourage the exchange will be developed in the second quarter with particular focus on – members who live on the reservation and in Brown and Outagamie counties. The bar coded Tribal ID automates much of the gas tax exemption process at the registers and assists with the fraud prevention.

Age Restricted Product

With the installation of the Pass Port Point of Sale System (POS) came additional tools to prevent the sale age restricted products to minors. The POS has the ability to scan state issued drivers' licenses and ID cards to assist with the prevention of selling to minors. The current process in the stores is to first visually look at the customer, if the customer appears to be over the age of 27, the associate will enter a specific date into the register. Should the customer appear to be under the age of 27 the Associate will request a picture ID. When a state issued license or ID is presented the Associate will verify the picture and scan the ID provided. When a Tribal ID is provided the Associate will again verify the picture and enter the birth date listed on the ID.

Oneida Retail is working with Trust & Enrollment to upgrade the Oneida Nation's ID to be able to scan the Tribal ID in a similar to the state issued license and ID.

Marketing/Advertising

The focus on Marketing and Advertising in the first quarter has been with the kickoff of the Open Rewards program for Oneida Tribal Members and the General Public. An example of the advertising collateral is included in the back of the report.

Don Denny, the interim Marketing Director is developing a Marketing/Advertising Plan for the next several years. The plan should be finalized in the second quarter.

PCI Compliance

Oneida Retail purchased the Pass Port, Point of Sale (POS) system at the end of FY15 from US Oil to be EMV compliant.

EMV is an open-standard set of specification for the smart card payments and acceptance devices. EMV is the internationally agreed standards for chip payment cards, originally agreed by Master Card Europe and Visa. EMV standards are maintained by EMVCo, an organization owned and managed by Master Card and Visa. Our previous system was not approved by Exxon/Mobil to operate on their systems.

ORE operates with two separate credit card processing systems. The Oneida One Stops are considered our branded sites and uses the Exxon/Mobil credit card processing system. In the contracts with US Oil, ORE is committed to the Exxon/Mobil credit card processing system and they have determined which systems can be on their network. There were two options at that point, either the Gilbarco Passport or the Ruby VeriFone.

With the installation of the Pass Port two other systems were brought on- Open Rewards and SSCS. Open Rewards is a loyalty program designed to increase fuel sales, by providing vendor sponsored cents off of fuel. An example is if you purchased two single serve Frito Lay chips you would receive .05 cents off of fuel (up to 20 gallons) that would be funded by Frito Lay. The Open Rewards also processes the gas tax exemption at the register.

SSCS is the back of office system that ties that allows ORE to manage a centralized price book, inventory and reporting capabilities.

Class Action Lawsuit

On April 15, 2015 Oneida Retail was notified that a Class Action Lawsuit was filed against the Oneida Tribe in Federal Court regarding FACTA compliance at the Oneida One Stops. The Oneida Law Office is responding to the lawsuit. ORE along with our POS provider (RDS & Retalix) has made adjustments to the merchant and customer copies of the receipts.

On September 4, 2015 I received notification from the Oneida Law Office that the Jeremy Myers Class Action Lawsuit was dismissed in Federal Court and the he had until October 5, 2015 to appeal that decision.

One September 24, 2015 the Oneida Law Office was informed that Jeremy Meyers appealed the decision of the Federal Court.

Thank you for reading the report, should you have any questions please feel free to call me at 920.496.7301 or by email at mdoxtat3@oneidanation.org

TRIBAL ID EXCHANGE

Trade in non-scanning Tribal ID Card

for the

Barcoded Tribal ID Card

and receive

$10 FUEL ONLY GIFT CARD

ONEIDA ONE STOP

TRIBAL ID EXCHANGE

OLD

Trade in your old ID card at
ENROLLMENT DEPT.
210 Elm Street, Oneida, WI
Monday-Friday, 8:00 am-4:30 pm
for the new version and receive a
$10 FUEL ONLY Oneida Retail Gift Card!

NEW

Oneida Tribe of Indians of Wisconsin
ENROLLMENT DEPARTMENT
P.O. Box 365
Oneida, WI 54155-0365

FIRST CLASS MAIL
AUTO
US POSTAGE PAID
ONEIDA WI 54155
PERMIT NO. 4

OPEN ROAD REWARDS℠

Rewards Items

Purchase These Items Through March 31st, 2016, and Save On Gas!*

Uncle Ray's Chips
Any 3-4 oz. Variety

Buy 1 & Save **4¢** Per Gallon

Chex Mix
Any 3.75 oz. Variety

Buy 1 & Save **3¢** Per Gallon

Coca-Cola Family
Any 20 oz. Variety

Buy 2 & Save **5¢** Per Gallon

For Every $15 You Spend Over Multiple Visits, You Save

5¢ Per Gallon**

**Exclusions Apply.
See Cashier For Details.

Sparkling Ice
Any 17 oz. Variety

Buy 2 & Save **5¢** Per Gallon

Gatorade
Any 28 oz. Variety

Buy 2 & Save **3¢** Per Gallon

Hershey's Chocolate
Any King Size Variety

Buy 2 & Save **3¢** Per Gallon

Monster Punch & Juice
Any 16 oz. Variety

Buy 2 & Save **5¢** Per Gallon

Red Bull
Any 12 oz. Variety

Buy 2 & Save **5¢** Per Gallon

Slim Jim Giant Sticks
Any Variety

Buy 2 & Save **3¢** Per Gallon

Coca-Cola Family
Any 12 pk. Variety

Buy 1 & Save **5¢** Per Gallon

Dr Pepper, 7UP, A&W, Sundrop, or Squirt
Any 1 Liter Variety

Buy 1 & Save **5¢** Per Gallon

Madrina's Iced Coffee
15 oz.

Buy 1 & Save **5¢** Per Gallon

P'mos Pub Pizzas
CUMULATIVE OFFER!

Any Classic Variety

Buy 4 In Any Visits & Save **10¢** Per Gallon

Corn Mug
Any Variety

Buy 1 & Save **5¢** Per Gallon

Look For These Other Great Offers!

Bag of Ice
20 lb.
Buy 1 & Save 2¢ Per Gallon

Magnum Ice Cream Bar
Double Caramel
Buy 1 & Save 3¢ Per Gallon

Coffee or Fountain Drinks
Any Size
Buy 1 & Save 1¢ Per Gallon

Oneida Spring Water
20 oz.
Buy 2 & Save 3¢ Per Gallon

*20 Gallons Limit. **Excluded Items Include: Fuel, Lottery, Money Orders, Gift Cards, Alcohol, & Tobacco Product

Mobil

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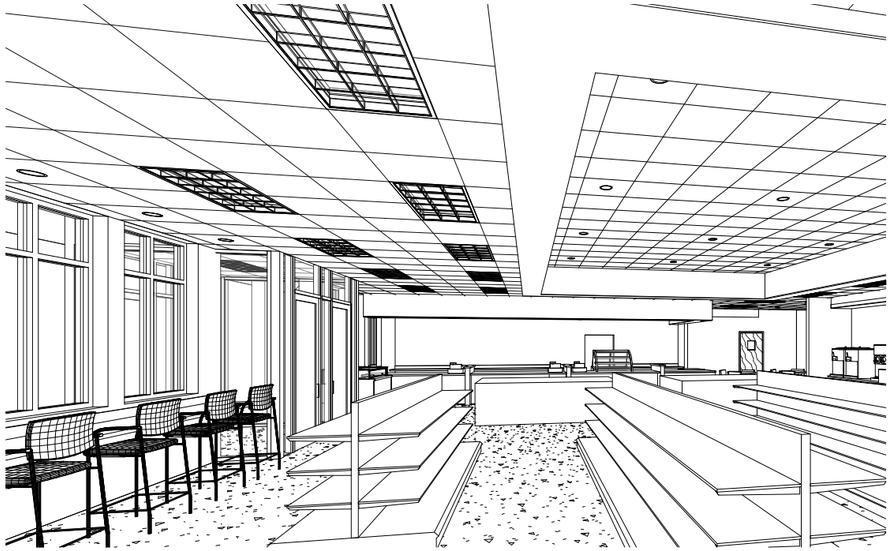
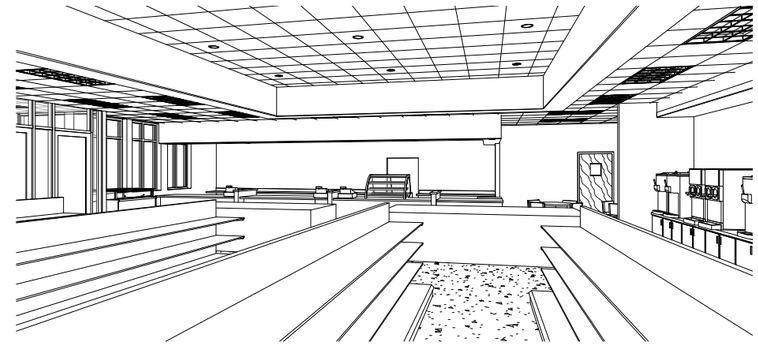


1 A911 INTERIOR VIEW
NOT TO SCALE



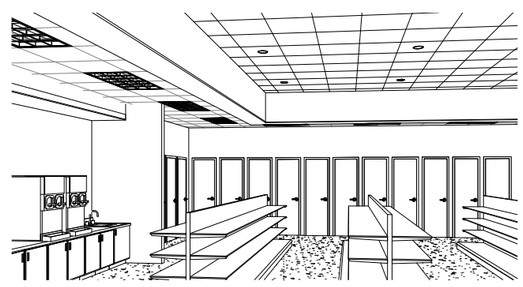
7 A911 POS FROM COOLERS
NOT TO SCALE

2 A911 TIN TILES ABOVE COOLERS
NOT TO SCALE

4 A911 3D TOWARDS DINING
NOT TO SCALE

3 A911 DINING AREA & FOOD COUNTER
NOT TO SCALE

6 A911 3D TOWARDS 2ND ENTRANCE
NOT TO SCALE



5 A911 3D TOWARDS COOLERS
NOT TO SCALE

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McMAHON
ENGINEERS ARCHITECTS
1445 McMAHON DRIVE NEENAH, WI 54956
Mailing: P.O.BOX 1025 NEENAH, WI 54957-1025
Tel: (920) 751-4200 Fax: (920) 751-4284
www.mcmgrp.com

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NO.	DATE	REVISION

OTIE
Oneida Tribal Integrated Enterprise

ONEIDA 54 ONE STOP REPLACEMENT FOR
ONEIDA TRIBE OF INDIANS OF WISCONSIN
CTH 54 & RIVERDALE DR., ONEIDA, WI
INTERIOR VIEW

DESIGNED	DRAWN
Designer	Author

PROJECT NO.
O0024-640135

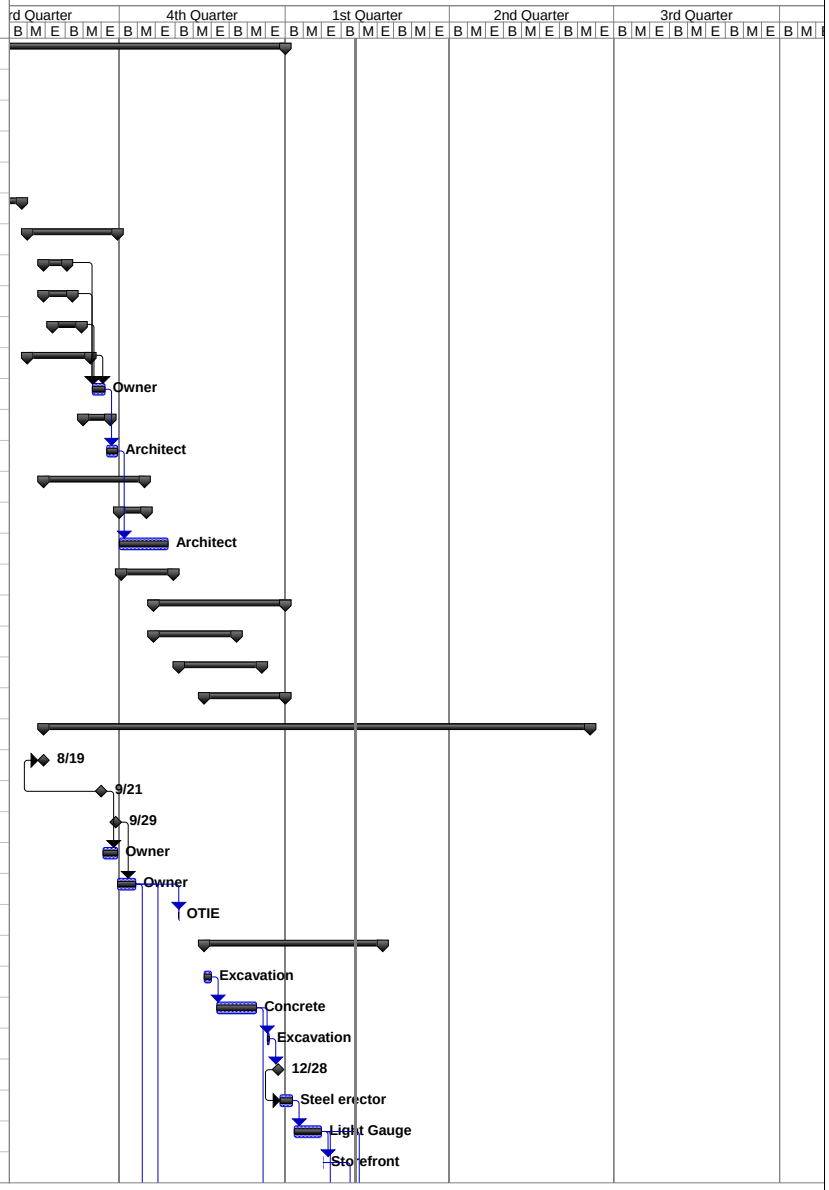
DATE
SEPT. 29, 2015

SHEET NO.
A911

Oneida 54 One Stop Replacement
Construction Schedule -Enclosure 2

Project #13-002
OTIE Project #2015265

ID	% Comple	Task Name	Duration	Start	Finish	Resource Names
1	**93%**	**PRE-CONSTRUCTION PHASE**	**428 days**	**Tue 5/6/14**	**Thu 12/31/15**	
44	100%	Executed Service agreement	1 day	Tue 5/6/14	Tue 5/6/14	Owner
45	100%	Kick off meeting	1 day	Tue 5/13/14	Tue 5/13/14	All
46	**100%**	**SD design Round 1**	**43 days**	**Tue 5/20/14**	**Thu 7/17/14**	
59	100%	Project on hold	145 days	Tue 7/8/14	Mon 1/26/15	OTIE
2	**100%**	**SD design Round 2**	**139 days**	**Tue 1/27/15**	**Fri 8/7/15**	
27	**100%**	**DD/CD design**	**36 days**	**Mon 8/10/15**	**Tue 9/29/15**	
39	**100%**	**Petroleum Design**	**10 days**	**Wed 8/19/15**	**Tue 9/1/15**	
37	**100%**	**Structural Engineering**	**13 days**	**Wed 8/19/15**	**Fri 9/4/15**	
31	**100%**	**Mechancial**	**12 days**	**Mon 8/24/15**	**Wed 9/9/15**	
28	**100%**	**Architectural**	**25 days**	**Mon 8/10/15**	**Mon 9/14/15**	
41	100%	Owner CD review	6 days	Tue 9/15/15	Tue 9/22/15	Owner
34	**100%**	**Electrical**	**12 days**	**Thu 9/10/15**	**Fri 9/25/15**	
42	100%	Incorporate Owner Review Comments	5 days	Wed 9/23/15	Tue 9/29/15	Architect
116	**100%**	**Public Utilities**	**40 days**	**Wed 8/19/15**	**Wed 10/14/15**	
60	**100%**	**Bidding**	**12 days**	**Wed 9/30/15**	**Thu 10/15/15**	
43	100%	State Approval	20 days	Wed 9/30/15	Tue 10/27/15	Architect
64	**100%**	**Award Notification/Contracting/Permitting**	**22 days**	**Thu 10/1/15**	**Fri 10/30/15**	
70	**86%**	**Submittals**	**50 days**	**Mon 10/19/15**	**Thu 12/31/15**	
86	**91%**	**Subcontractor prepration and submission**	**33 days**	**Mon 10/19/15**	**Fri 12/4/15**	
101	**84%**	**Architect/Owner Review of submittals**	**33 days**	**Mon 11/2/15**	**Fri 12/18/15**	
71	**83%**	**Order Materials**	**30 days**	**Mon 11/16/15**	**Thu 12/31/15**	
126	**39%**	**CONSTRUCTION PHASE**	**211 days**	**Wed 8/19/15**	**Fri 6/17/16**	
127	100%	Facility turns in notification to vendors/state	0 days	Wed 8/19/15	Wed 8/19/15	Owner
128	100%	Gaming facility shut down	0 days	Mon 9/21/15	Mon 9/21/15	Owner
130	100%	Retail Facility shut down	0 days	Tue 9/29/15	Tue 9/29/15	Owner
129	100%	Gaming cleaned out	7 days	Mon 9/21/15	Tue 9/29/15	Owner
131	100%	Retail facility cleaned out	9 days	Tue 9/29/15	Fri 10/9/15	Owner
132	100%	OTIE Construction Start	1 day	Mon 11/2/15	Mon 11/2/15	OTIE
165	**57%**	**Building Shell**	**67 days**	**Mon 11/16/15**	**Tue 2/23/16**	
171	100%	Excavate foundations	5 days	Mon 11/16/15	Fri 11/20/15	Excavation
172	100%	Pour footing and foundations	15 days	Mon 11/23/15	Tue 12/15/15	Concrete
173	100%	Backfill foundations	2 days	Mon 12/21/15	Tue 12/22/15	Excavation
174	100%	Delivery steel	0 days	Mon 12/28/15	Mon 12/28/15	Steel fabricator
170	100%	Install structural steel	5 days	Mon 12/28/15	Mon 1/4/16	Steel erector
168	100%	Frame, sheath and weather proof exterior walls	12 days	Tue 1/5/16	Wed 1/20/16	Light Gauge
177	0%	Field measure for storefront	1 day	Thu 1/21/16	Thu 1/21/16	Storefront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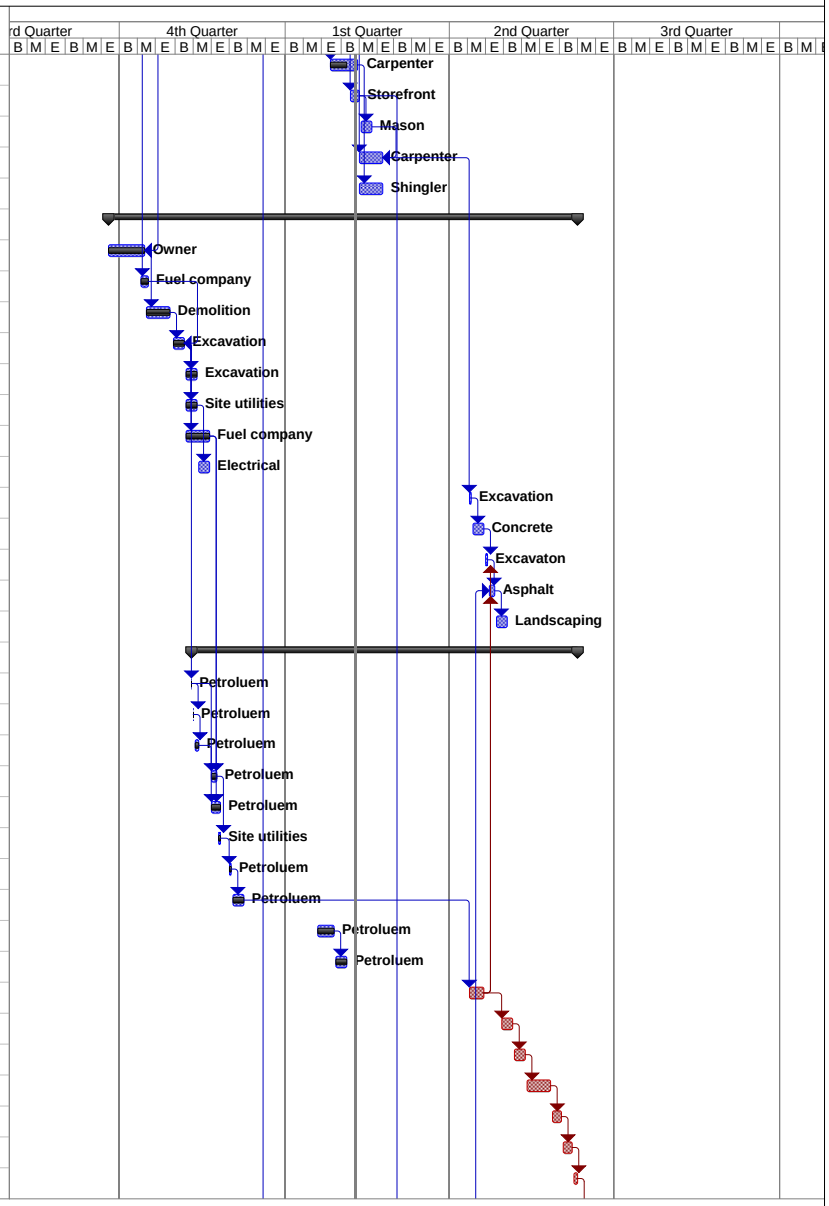
Oneida 54 One Stop Replacement
Construction Schedule -Enclosure 2

Project #13-002
OTIE Project #2015265

ID	% Comple	Task Name	Duration	Start	Finish	Resource Names
175	60%	Set Roof trusses and sheath	12 days	Mon 1/25/16	Tue 2/9/16	Carpenter
167	0%	Install storefront	4 days	Fri 2/5/16	Wed 2/10/16	Storefront
176	0%	Masonry	5 days	Thu 2/11/16	Wed 2/17/16	Mason
166	0%	Install siding	10 days	Wed 2/10/16	Tue 2/23/16	Carpenter
169	0%	Water tight and install shingle roof	10 days	Wed 2/10/16	Tue 2/23/16	Shingler
133	**60%**	**Site**	**181 days**	**Thu 9/24/15**	**Fri 6/10/16**	
134	100%	Public Utility building disconnects	15 days	Thu 9/24/15	Wed 10/14/15	Owner
137	100%	Fuel canopy and tank removal	5 days	Mon 10/12/15	Fri 10/16/15	Fuel company
135	100%	Demolish building	10 days	Thu 10/15/15	Wed 10/28/15	Demolition
136	100%	Strip site and rough grade	5 days	Fri 10/30/15	Thu 11/5/15	Excavation
138	100%	Poor soil corrections TBD	5 days	Fri 11/6/15	Thu 11/12/15	Excavation
140	100%	Install new site utilities	5 days	Fri 11/6/15	Thu 11/12/15	Site utilities
139	100%	Soil remediation	10 days	Fri 11/6/15	Thu 11/19/15	Fuel company
141	0%	Install site lighting	5 days	Fri 11/13/15	Thu 11/19/15	Electrical
142	0%	Install stone base for concrete	2 days	Mon 4/11/16	Tue 4/12/16	Excavation
143	0%	Install site concrete	5 days	Wed 4/13/16	Tue 4/19/16	Concrete
144	0%	Install stone base for asphalt	2 days	Wed 4/20/16	Thu 4/21/16	Excavaton
145	0%	Install asphalt and stripe	2 days	Fri 4/22/16	Mon 4/25/16	Asphalt
146	0%	Install landscaping	5 days	Tue 4/26/16	Mon 5/2/16	Landscaping
147	**47%**	**Fuel Equipment/Canopy below Grade**	**149 days**	**Mon 11/9/15**	**Fri 6/10/16**	
148	100%	Excavate for Fuel Tanks	1 day	Mon 11/9/15	Mon 11/9/15	Petroluem
150	100%	Install Dead man for Tanks	1 day	Tue 11/10/15	Tue 11/10/15	Petroluem
151	100%	Install Fuel Tanks	3 days	Wed 11/11/15	Fri 11/13/15	Petroluem
152	100%	Excavate and Pour Canopy Footings	2 days	Fri 11/20/15	Mon 11/23/15	Petroluem
149	100%	Pump Island Conduits	4 days	Fri 11/20/15	Wed 11/25/15	Petroluem
153	100%	Storm Sewer to Canopy Footings	2 days	Tue 11/24/15	Wed 11/25/15	Site utilities
154	100%	Island Sumps Installed	2 days	Mon 11/30/15	Tue 12/1/15	Petroluem
155	100%	Fuel Piping Installation	5 days	Wed 12/2/15	Tue 12/8/15	Petroluem
160	100%	Install gas canopy	8 days	Mon 1/18/16	Wed 1/27/16	Petroluem
161	100%	Install Canopy Lights	5 days	Thu 1/28/16	Wed 2/3/16	Petroluem
156	0%	Fuel Tank Island Slabs Poured	7 days	Mon 4/11/16	Tue 4/19/16	Petroluem
157	0%	Equipment Delivery	5 days	Fri 4/29/16	Thu 5/5/16	Petroluem
158	0%	Gas Pump Conduits	5 days	Fri 5/6/16	Thu 5/12/16	Petroluem
159	0%	Install gas pumps	10 days	Fri 5/13/16	Thu 5/26/16	Petroluem
162	0%	Install Dispensers	3 days	Fri 5/27/16	Wed 6/1/16	Petroluem
163	0%	Fuel Systems Final Inspections and Testing	4 days	Thu 6/2/16	Tue 6/7/16	
164	0%	Oneida Install POS System	3 days	Wed 6/8/16	Fri 6/10/16	Oneida Nations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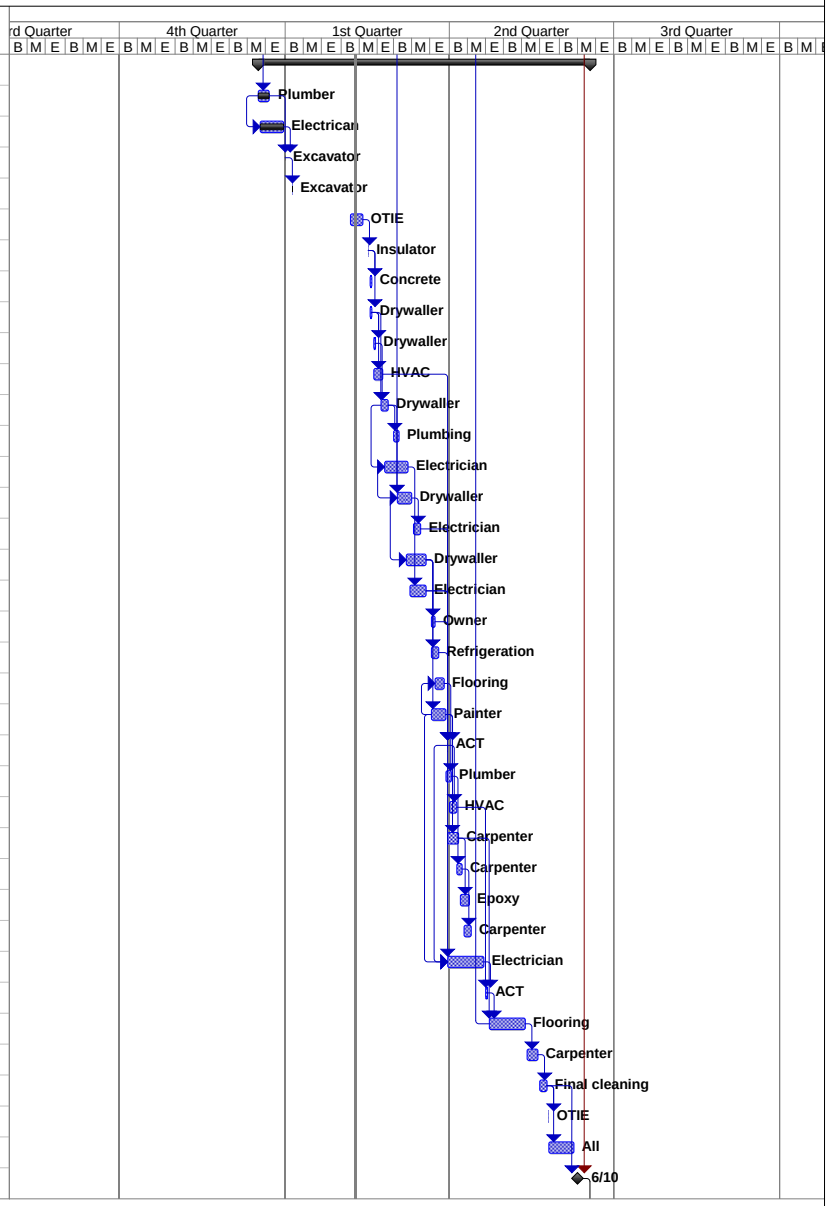
Oneida 54 One Stop Replacement
Construction Schedule -Enclosure 2

Project #13-002
OTIE Project #2015265

ID	% Comple	Task Name	Duration	Start	Finish	Resource Names
178	**8%**	**Building Interior**	**129 days**	**Wed 12/16/15**	**Fri 6/17/16**	
188	100%	Underground plumbing rough	5 days	Wed 12/16/15	Tue 12/22/15	Plumber
181	100%	Underground electrical rough	8 days	Thu 12/17/15	Wed 12/30/15	Electrican
187	100%	Fine grade subgrade	1 day	Thu 12/31/15	Thu 12/31/15	Excavator
182	100%	Install sog stone base	1 day	Mon 1/4/16	Mon 1/4/16	Excavator
184	0%	Temporary heat to remove frost from slab	6 days	Fri 2/5/16	Fri 2/12/16	OTIE
185	0%	Insulate attic	1 day	Mon 2/15/16	Mon 2/15/16	Insulator
186	0%	Pour slab on grade	2 days	Tue 2/16/16	Wed 2/17/16	Concrete
179	0%	Spray foam exterior walls	2 days	Tue 2/16/16	Wed 2/17/16	Drywaller
180	0%	Interior wall layout	2 days	Thu 2/18/16	Fri 2/19/16	Drywaller
183	0%	Hang duct	4 days	Thu 2/18/16	Tue 2/23/16	HVAC
189	0%	Install interior wall framing	5 days	Mon 2/22/16	Fri 2/26/16	Drywaller
210	0%	Plumbing interior wall rough	4 days	Mon 2/29/16	Thu 3/3/16	Plumbing
190	0%	Electrical interior wall rough	10 days	Wed 2/24/16	Tue 3/8/16	Electrician
208	0%	Drywall	7 days	Wed 3/2/16	Thu 3/10/16	Drywaller
207	0%	Security ceiling rough	3 days	Fri 3/11/16	Tue 3/15/16	Electrician
206	0%	Tape and finish	10 days	Mon 3/7/16	Fri 3/18/16	Drywaller
209	0%	Electrical ceiling rough	8 days	Wed 3/9/16	Fri 3/18/16	Electrician
205	0%	Data/Security Cabling	3 days	Mon 3/21/16	Wed 3/23/16	Owner
199	0%	Install cooler panels and refrigertion equipment	5 days	Mon 3/21/16	Fri 3/25/16	Refrigeration
215	0%	Install ceramic tile in bathrooms	4 days	Wed 3/23/16	Mon 3/28/16	Flooring
211	0%	Paint walls	7 days	Mon 3/21/16	Tue 3/29/16	Painter
194	0%	Install ceiling grid	1 day	Wed 3/30/16	Wed 3/30/16	ACT
212	0%	Install plumbing finishes	4 days	Tue 3/29/16	Fri 4/1/16	Plumber
195	0%	Install HVAC finishes	3 days	Thu 3/31/16	Mon 4/4/16	HVAC
196	0%	Install millwork	5 days	Wed 3/30/16	Tue 4/5/16	Carpenter
191	0%	Install toilet compartments	4 days	Mon 4/4/16	Thu 4/7/16	Carpenter
197	0%	Install epoxy flooring	4 days	Wed 4/6/16	Mon 4/11/16	Epoxy
192	0%	Install toilet accessories	3 days	Fri 4/8/16	Tue 4/12/16	Carpenter
193	0%	Install electrical finishes	15 days	Wed 3/30/16	Tue 4/19/16	Electrician
200	0%	Install ceiling tile	2 days	Wed 4/20/16	Thu 4/21/16	ACT
198	0%	Install flooring	15 days	Fri 4/22/16	Thu 5/12/16	Flooring
201	0%	Install doors and hardware	5 days	Fri 5/13/16	Thu 5/19/16	Carpenter
202	0%	Final cleaning	3 days	Fri 5/20/16	Tue 5/24/16	Final cleaning
203	0%	Remove construction site items (trailer, fencing etc.)	1 day	Wed 5/25/16	Wed 5/25/16	OTIE
213	0%	Building Punchlist	10 days	Wed 5/25/16	Wed 6/8/16	All
204	0%	Substantial completion	0 days	Fri 6/10/16	Fri 6/10/16	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Oneida 54 One Stop Replacement
Construction Schedule -Enclosure 2

Project #13-002
OTIE Project #2015265

ID	% Comple	Task Name	Duration	Start	Finish	Resource Names
214	0%	Obtain Occupancy Permit	5 days	Mon 6/13/16	Fri 6/17/16	OTIE

Date Created: 5/20/14
Date Updated: Tue 2/9/16

Task		Project Summary		Inactive Milestone		Manual Summary Rollup		Critical	
Split		External Tasks		Inactive Summary		Manual Summary		Critical Split	
Milestone		External Milestone		Manual Task		Start-only		Progress	
Summary		Inactive Task		Duration-only		Finish-only		Deadline	

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 3 / 30 / 16

2. General Information:

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

Agenda Header: Reports

☒ Accept as Information only

☐ Action - please describe:

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Quarterly report from Bay Bank for Open Session
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

Primary Requestor: Jeff Bowman, President & CEO, Bay Bank
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Bay Bank is presenting its quarterly corporate report to the BC in OpenSession. Bay Bank President Jeff Bowman will provide a summary of the Bank's financial results for the quarter ended 9/30/15.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Bay Bank

QUARTERLY REPORT

Quarter ended December 31, 2015

A. BAY BANK

Submitted by: Jeff Bowman, Board Member
Directors: Lance Broberg, Fern Orie, Bob Jossie
Jeff Bowman, Pete King, Elaine Skenandore-Cornelius

Oneida Business Committee Contact: Tina Danforth

B. MINUTES

None Submitted

ACTION TAKEN

No Tribal Policy change.

D. FINANCIAL

Note that various financial reports

December 31, 2015 is Bay Bank's fiscal year end.

E. SPECIAL EVENTS AND TRAVEL

None

F. PERSONAL COMMENTS

Bay Bank account numbers as of December 31, 2015:

1,055	Checking Accounts
338	Business Checking Accounts
70	Money Market Accounts

1,534	Savings Accounts
440	Certificates of Deposit
99	Commercial Real Estate Loans
725	Residential Real Estate Loans
146	Business Loans
589	Consumer Loans
45	Oneida Small Business 2000 Loan Program Loans

The Oneida Small Business Loan Program 2000 that is administered by Bay Bank started on May 1, 2002. As of this date over $ 11.4 million in new loans have been made to over 122 new or growing Oneida tribal member owned businesses.

The Section 184 mortgage loans serviced under FHLB MPF program totaled $51.5 million at December 31, 2015. There are 423 loans in the program currently.

G. GOALS AND OBJECTIVES

2015 GOALS:

GOAL A: Bay Bank will strive to attain a minimum 0.50% Return on Assets for the year ending December 31, 2015. Return on Assets (ROA) is a common measurement of a bank's profitability. This ratio informs you how well the bank is managing and investing the bank's assets.

2015 ROA Goal	2015 YTD ROA Actual	2015 Peer Group Average
0.50 %	0.77%	0.76%

GOAL B: Bay Bank will strive to attain a minimum 6.00 % Return on Equity for the year ending December 31, 2015. Return on Equity (ROE) is the measurement of how well the bank is performing for its stockholder.

2015 ROE Goal	2015 YTD ROE Actual	2015 Peer Group Average
6.00 %	5.72 %	6.54 %

Bay Bank had budgeted total loans for the quarter ended December 31, 2015 in the amount of $ 57.1 million. Actual total loans as of December 31, 2015 were $ 51.2 million or $ 4.9 million less than projected. Loans increased $ 2.4 million over the 12-month period ended December 31, 2015.

Bay Bank had budgeted total deposits for the quarter ended December 31, 2015 in the amount of $ 65.4 million. Actual total deposits as of December 31, 2015 were $ 65.0 million or $ 0.4 million less than projected balances. We continue to allow various non-core deposits to mature. Deposits decreased $ 504,000 for the past twelve months as various non-core deposits matured and were not replaced.

H. MEETINGS

Monthly meeting on the third Thursday of each month. Well attended.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Reports

☐ Accept as Information only

☒ Action - please describe:

Acceptance of Quarterly Report

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. minutes for Oct-Nov-Dec-2015
2. R&E's for Oct-Nov-Dec-2015
3.
4.

☐ Business Committee signature required

4. Budget Information

☐ Budgeted - Tribal Contribution ☐ Budgeted - Grant Funded ☐ Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Yvonne Jourdan, Chairperson, Oneida Personnel Commission
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

Describe the purpose, background/history, and action requested:

Quarterly Report for the First quarter of the fiscal year 2016, on behalf of the Oneida Personnel Commission.

1) Save a copy of this form for your records.

2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

ONEIDA PERSONNEL COMMISSION
FY 2016 Quarterly Report First Quarter
October, November and December 2015
Submitted by: Yvonne Jourdan

NAMES

Officers: Yvonne Jourdan, Chairperson
Gary Smith-Chairperson
Sharon Alvarez, Treasurer
Rochelle Powless, Secretary

Members: Arlene Danforth
Clifford Danforth
Julie Clark
Sandra Dennett
Eric Krawczyk
Pearl Webster
Carol Smith
Gary Smith

MINUTES

All approved minutes have been submitted to the Office of the Tribal Secretary.

October 13, 2015	Regular Meeting	(Approved)
November 10, 2015	Regular Meeting	(Approved)
December 8, 2015	Regular Meeting	(Approved)

FINANCIAL

See attached R&E statements for the months of October, November and December 2015.

SPECIAL EVENTS AND TRAVEL

No out-of-state travel/training occurred during this quarter.

LOCAL TRAINING

Training for the first quarter of this fiscal year included standard initial reviews, grievance hearings, and grievance decisions training which took place in October, November and December.

ACTIVITY REPORT

Oneida Personnel Commission

Activity	October	November	December	Totals
Pre-Screens	18	16	18	52
Interviews	8	15	13	36
Reassignments	5	3	2	10
Initial Reviews	1	1	1	3
Grievances	2	2	0	4
Deliberations	1	2	0	3
Decision Writing	1	1	0	2
Motion Decisions	1	0	3	4

Regular Meetings	1	1	1	3
Special Meetings	0	0	0	0
Training*	2	3	4	9
Non-Gaming Employees with an advocate	0	1	0	1
Non-Gaming Employees without an advocate	0	1	0	1
Gaming Employees with an advocate	1	0	0	1
Gaming Employees without an advocate	0	1	0	1
Non-Gaming Management with an advocate	0	0	0	0
Non-Gaming Management without an advocate	0	1	0	1
Gaming Management with an advocate	1	1	0	2
Gaming Management without an advocate	0	0	0	0

Training could mean attending out-of-state, local training, or in-house training. New commissioners are mentored by existing commissioners during Initial Reviews, Grievance Hearings, Decision Writing, Hearing Officer Responsibilities, and Motion Decisions. This type of involvement is also considered training.

PERSONAL COMMENTS - Yvonne Jourdan, Chairperson - OPC

This Commission has reviewed and continues to review the proposed Employment Law (draft #15), that is currently at the Legislative Operating Committee (LOC). We have taken the position that this new Law is not favorable to the employment base. We have taken the position that we would inform General Tribal Council (G.T.C) of the Commission's perspective and bring awareness to both G.T.C. and the employment base, we are doing this through our articles placed in our Tribal newspaper. The Commission continues to review current policies that have been approved and passed by the Oneida Business Committee (OBC) along with the Human Resource Department,(HRD) with the expectation that there can be improvements and discussion with both the OBC and HRD. The Personnel Commission is currently waiting for the Oneida Business Committee to approve the attorney contract for our attorney he has experience and working knowledge of employment law as well as Indian Federal Law and also Oneida Tribal Law. The Personnel Commission continues to review the by-laws, SOP's, and training manual for accuracy and relevance to the laws and policies of the Oneida Tribe. We have completed work on updating the qualifications for future Commissioners, which will be reflected in

our By-Laws, and are currently pending at the LOC.

GOALS AND OBJECTIVES – FY2016

1.	Personnel Commission By-Laws	REVISIONS
2.	Training Manual	IN PROGRESS
3.	Updating Qualifications for Commissioners	REVISIONS PENDING AT LOC
3.	Interdepartmental Relationships	NEEDS IMPROVEMENT
4.	Updating Personnel Commission SOP's	IN PROGRESS

OBJECTIVE STATEMENT – FY 2016

1. Optimize organizational efficiency and effectiveness
2. Learning and growth perspective
3. Owner/customer/stakeholder perspective

MEETING REQUIREMENTS

Oneida Personnel Commission By-Laws, Article III. Meetings.

3-1 *Regular Meetings.* The OPC officers shall establish a schedule of regular meetings for the upcoming year beginning in November. Notice of meeting location, agenda and materials shall be forwarded by the Chairperson with the assistance of the Administrator. Robert's Rules of Order shall be used as a guideline for conducting meetings.

3-2 *Special Meetings.* Special meetings shall be called not less than three (3) days prior to the date of the special meeting.

3-3. *Emergency meetings*. Emergency meetings shall be scheduled as needed and provide details of the emergency.

3-4 *Legislative Sessions.* When considering revisions or suggestions to the OPC regarding the labor laws of the Tribe, a Legislative Session may be scheduled to devote a focused exclusive convened working meeting of the OPC to specifically address amendment or revision of existing or proposed labor laws of the Tribe. An internal OPC SOP may be drafted governing the procedures to be followed in implementing such Legislative Session.

3-5 *Quorum.* A quorum shall consist of a majority of the OPC members. In the absence of the Chairperson and the Vice-Chairperson, the members present at the meeting shall elect a Chairperson *Pro Tem* to preside over the meeting.

FOLLOW-UP

- Meeting with the Personnel Commission's alternate Liaison, David Jourdan, Tribal Councilman, regarding issues and concerns of the Commission.
- Meeting with Brandon Stevens, Tribal Councilman in reference to the proposed Employment Law.

PERSONNEL COMMISSION REGULAR MEETING
OCTOBER 13, 2015 – Noon
East Wing Conference Room

Mission Statement
To develop an employment system that is orderly and fair and one that will benefit the individual worker and strengthen Tribal Programs and Tribal Government.

A. Call To Order; Attendance
Yvonne Jourdan called the OPC Meeting to order at 12:01p.m.

GATE KEEPER: Eric Krawczyk

OPC MEMBERS IN ATTENDANCE

Yvonne Jourdan, Chairwoman	Clifford Danforth, OPC Member
Gary Smith, OPC Vice Chairman	Julie Clark, OPC Member
Rochelle A. Powless, Secretary	Carol Smith, OPC Member
Sharon Alvarez, OPC Member	Pearl Webster, OPC Member
Eric Krawczyk, OPC Member	Sandra Dennett, OPC Member
Patricia Denny, OPC Member	Arlene Danforth, OPC Member

EXCUSED: Kevin Shilka, OPC Treasurer

OTHERS:

Gina Buenrostro	OPC Administrator
Bridget Mendolla-Cornelius	OPC Executive Assistant I
Bob Sweeney	OPC Attorney

MOTION: Rochelle A. Powless motioned to approve the attendance.
SECOND: Sandra Dennett seconded the motion.
MOTION CARRIED

B. Approval of Agenda (5 minutes)
Add 1.e. Stipend (2 minutes)
Employment Law Handout (FYI ONLY) ADD ON
MOTION: Sandra Dennett motioned to approve the addition to the agenda of
Add 1.e. Stipend (2 minutes)
Employment Law Handout (FYI ONLY) ADD ON
SECOND: Rochelle A. Powless seconded the motion.
MOTION CARRIED

AGENDA

C. Review\Approval Minutes – September 8, 2015 OPC REGULAR MEETING MINUTES
Rochelle A. Powless (10 minutes)

MOTION: Sandra Dennett motioned to approve the OPC Regular Meeting Minutes of August 11, 2015 with corrections.
SECOND: Carol Smith seconded the motion.
MOTION CARRIED

PERSONNEL COMMISSION REGULAR MEETING
OCTOBER 13, 2015 – Noon
East Wing Conference Room

D. Tabled Business (None)

E. Old Business (2)

1. **Proposed Amendments to the OPC Bylaws and Qualifications for Oneida Personnel Commissioners (Oneida Personnel Commission 20 minutes)**
The Oneida Personnel Commission reviewed changes and revisions during this meeting. The final version of the proposed amendments to the OPC Bylaws and Qualifications for the Oneida Personnel Commission will be brought back to the OPC for review at a later date.

2. **Update on Declaratory Ruling** (Entire Commission 5 minutes)
On October 16, 2015, 10:00a.m., Bob Sweeney, OPC Attorney, will appear before the Judiciary to respond to the request of Chief Justice Jerry Hill.

F. New Business (4)

1. **Scheduling Initial Reviews, Grievances Reassignments, and Housekeeping** – (Gina Buenrostro 30 minutes)

MOTION: Arlene Danforth motioned to go into Executive Session at 12:30p.m.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

MOTION: Rochelle A. Powless motioned to come out of Executive Session at 12:37p.m.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

a. **Training with Julie Clark for October, 2015\Training Matrix REVIEW\FYI ONLY**
-Rules of Civil Procedure, Tuesday, 10/20/15, 11:30a.m.-1:30p.m., Bob Sweeney, OPC Attorney, Training
-Judiciary Codes, Procedures, and Case Review with Bob Sweeney, OPC Attorney, Training on Tuesday, 11/24/15, 11:00a.m.-1:00p.m.

b. **Resignation of Kevin Shilka** (entire Commission 5 minutes)

MOTION: Rochelle A. Powless motioned to accept Kevin Shilka's Resignation.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

MOTION: Julie Clark motioned to post Kevin Shilka's OPC Position.
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

c. **Appoint OPC Treasurer's Position**

MOTION: Julie Clark motioned to add Treasurer's appointment to the October 13, 2015 Agenda.
SECOND: Rochelle A. Powless seconded the motion.
MOTION CARRIED

PERSONNEL COMMISSION REGULAR MEETING
OCTOBER 13, 2015 – Noon
East Wing Conference Room

Appoint OPC Treasurer's Position
MOTION: Patricia Denny motioned to appoint Sharon Alvarez as replacement for the unexpired term of the Treasurer.
SECOND: Carol Smith seconded the motion.
MOTION CARRIED
ABSTAIN: Sharon Alvarez abstained.

d. **Stipend Request – Julie Clark – Procedural Exception** (Julie 5 minutes)
MOTION: Arlene Danforth motioned to approve stipend payment for Julie Clark, $125.00.
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

e. **EEO Certification Training Feedback** (Arlene 15 minutes)
MOTION: Arlene Danforth motioned for the OPC Chairperson to send a letter to HRD regarding substandard EEO training and request upgraded training.
SECOND: Sandy Dennett seconded the motion.
MOTION CARRIED
ABSTAIN: Eric Krawczyk, Julie Clark, and Gary Smith abstained.
OPPOSED: Carol Smith opposed.

2. **Financial Report – August, 2015** (Entire Commission 5 minutes)
MOTION: Eric Krawczyk motioned to approve the Financial Report – August, 2015.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

3. **Activity Report – September, 2015**
(Gina Buenrostro and Bridget Cornelius 10 minutes)
MOTION: Eric Krawczyk motioned to approve the September, 2015 Activity Report.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

4. **Training Log – September, 2015**
(Bridget Cornelius 5 minutes)
MOTION: Eric Krawczyk motioned to approve the Training Log – September, 2015.
SECOND: Rochelle A. Powless seconded the motion.
MOTION CARRIED

5. **Report to LOC-FYI** (Gina 5 minutes)
Labor Law – Strategic Planning Meeting, Brandon Stevens, OBC, removing OPC with adoption of the Judiciary. Meeting was a change management process.

The tribe's administration is planning for 15 years out. They are looking at positions due to retirement of existing employees. Presenters: HRD, GSD, GAMING, Comprehensive Health, ALL DIRECTORS. Issue: Workforce Development

Prioritize recruitment, open Q & A, Brainstorming, hiring, training, recruitment. Employee Law could possibly fix problems.

A strategic meeting was held with the Division Directors, OBC, HRD, etc.
The Oneida Personnel Commission was not invited. Introduction of Directors, Work Force Development – look at the numbers, need staff levels. How many people will be needed. Projections of future labor needed. Educate GTC in Kaliwisaks regarding this information.
MOTION: Sandra Dennett motioned to extend the discussion 10 minutes @ 1:44p.m.
SECOND: Arlene Danforth seconded the motion.
MOTION CARRIED

MOTION: Julie Clark motioned to extend the discussion for 10 more minutes @ 1:52p.m.
SECOND: Sandra Dennett seconded the motion.
MOTION CARRIED

Ad Hoc Committee to Advocate for the Role of the OPC in the Oneida Tribe Members:
Yvonne Jourdan, Rochelle A. Powless, Arlene Danforth, and Pearl Webster.
Lisa Summers Special Meeting with ad hoc committee for discussion in regard to the future roles of the OPC.

- Meet with Lisa Summers, OPC Liaison
- Strategic Issues of Nick Reynolds\Lisa Summers
- Negative Comments October 12, 2015
- Update for every month to OPC – Bring information to the table.

MOTION: Sandra Dennett motioned to approve the Ad Hoc Committee to Advocate for the Role of the OPC in the Oneida Tribe - composed of Yvonne Jourdan, Rochelle A. Powless, Arlene Danforth, and Pearl Webster.
SECOND: Gary Smith seconded the motion.
ABSTAIN: Carol Smith and Julie Clark
MOTION CARRIED

6. Oneida Personnel Commission Quarterly Report, 4th Quarter (Entire Commission 15 minutes)
****** Will be handout ******
MOTION: Gary Smith motioned to approve the FY2015 Oneida Personnel Commission Quarterly Report, 4th Quarter.
SECOND: Rochelle A. Powless seconded the motion.
MOTION CARRIED

7. **Employment Law ADD ON (FYI ONLY - Handout)**

G. Correspondence: Primarily distributed into PC Members mailboxes.

H. Standing and Special Committee Reports:
1. FY Budget Planning – Chairperson, Treasurer, Administrator

2. Quarterly Reports due to the OBC – Due 2nd Wednesday of the Month in January, April, July, and October.

3. Semi-Annual and Annual Reports due to G.T.C. – Due October and April.

I. Other:

1. Next OPC REGULAR MEETING – November 10, 2015

2. POT LUCK – PERSON IN CHARGE: Sharon Alvarez

MOTION: Eric Krawczyk motioned to adjourn at 2:17 p.m.
SECOND: Julie Clark seconded the motion.
MOTION CARRIED

ADJOURN TIME: 2:17 p.m.

Respectfully Submitted by: _____
ROCHELLE A. POWLESS, OPC SECRETARY

Approved/~~Revised~~: November 10, 2015 OPC Regular Meeting

Submitted by Yvonne Jourdan, OPC Chairwoman

G: rpowless\OPC Minutes\101315 Regular Meeting
OPC:rap

PERSONNEL COMMISSION REGULAR MEETING
NOVEMBER 10, 2015 – Noon
East Wing Conference Room

Mission Statement
To develop an employment system that is orderly and fair and one that will benefit the individual worker and strengthen Tribal Programs and Tribal Government.

A. Call To Order: Attendance
Yvonne Jourdan called the OPC Meeting to order at 12:01p.m.

GATE KEEPER: Julie Clark

OPC MEMBERS IN ATTENDANCE

Yvonne Jourdan, Chairwoman
Gary Smith, OPC Vice Chairman
Rochelle A. Powless, Secretary
Sharon Alvarez, OPC Treasurer
Eric Krawczyk, OPC Member
Arlene Danforth, OPC Member
Clifford Danforth, OPC Member
Julie Clark, OPC Member
Carol Smith, OPC Member
Pearl Webster, OPC Member
Sandra Dennett, OPC Member

EXCUSED: Patricia Denny, OPC Member

OTHERS:

Gina Buenrostro — OPC Administrator
Bridget Mendolla-Cornelius — OPC Executive Assistant I
Bob Sweeney — OPC Attorney

MOTION: Rochelle A. Powless motioned to approve the attendance.
SECOND: Eric Krawczyk seconded the motion.
MOTION CARRIED

B. Approval of Agenda (5 minutes)
Add under NEW BUSINESS
e. December Training (10 minutes)
f. Time Off for Clifford Danforth
g. FYI – New Commissioners (2 minutes)
MOTION: Sharon Alvarez motioned to approve the additions to the agenda of
Add under NEW BUSINESS
e. December Training (10 minutes)
f. Time Off for Clifford Danforth
g. FYI – New Commissioners (2 minutes)
SECOND: Arlene Danforth seconded the motion.
MOTION CARRIED

PERSONNEL COMMISSION REGULAR MEETING
NOVEMBER 10, 2015 – Noon
East Wing Conference Room

AGENDA

C. Review\Approval Minutes – October 13, 2015 OPC REGULAR MEETING MINUTES
Rochelle A. Powless (10 minutes)

MOTION: Eric Krawczyk motioned to approve the OPC Regular Meeting Minutes of October 13, 2015.
SECOND: Clifford Danforth seconded the motion.
MOTION CARRIED
ABSTAIN: Rochelle A. Powless

D. Tabled Business (None)

E. Old Business (2)

1. **Proposed Amendments to the OPC Bylaws and Qualifications for Oneida Personnel Commissioners (Oneida Personnel Commission 20 minutes)**
Doug McIntyre Letter received. Clean and corrected copy will be distributed for the OPC Members binders.

MOTION: Julie Clark motioned to approve present changes of OPC Bylaws.
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

2. **Update on Declaratory Ruling** (Entire Commission 5 minutes)
The Judiciary turned Review of Bond Request down. GTC is the next step. Petition with 50 signatures is needed.

3. **OBC Resolution for Direct Reports**
Bob Sweeney, OPC Attorney, provided an updated history on the Declaratory Ruling.

MOTION: Arlene Danforth motioned to add 15 minutes to the OBC Resolution for Direct Reports discussion.
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

MOTION: Julie Clark motioned to have a status update\report regarding the OBC Resolution for Direct Reports by next Regular Meeting, December 8, 2015.
SECOND: Rochelle A. Powless seconded the motion.
MOTION CARRIED

F. New Business (6)

1. **Scheduling Initial Reviews, Grievances Reassignments, and Housekeeping** – (Gina Buenrostro 30 minutes)

MOTION: Rochelle Powless motioned to go into Executive Session at 1:17p.m.
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

PERSONNEL COMMISSION REGULAR MEETING
NOVEMBER 10, 2015 – Noon
East Wing Conference Room

MOTION: Sharon Alvarez motioned to come out of Executive Session at 1:25p.m.
SECOND: Carol Smith seconded the motion.
MOTION CARRIED

a. Training with Julie Clark for 2015\Letter
OPC discussion only.

b. ADHOC Status
MOTION: Sandy Dennett motioned to dissolve the Ad Hoc Committee regarding the Employment Law.
SECOND: Eric Krawczyk seconded the motion.
MOTION CARRIED

c. EEO Certification Training – FYI
Gina Buenrostro, OPC Administrator, will be sending letter to Barb Kolisch, HRD Trainer.

d. Veterans Day – Reassignments (move to November 12, 2015)

e. December Training – Sandy Dennett and Julie Clark – Team Building
- Bring a White Elephant Gift to exchange wrapped, December 22, 2015 – 11:00a.m.-1:00p.m., Chip in to buy a lunch $5.00 each\Chicken plus sides\Copps Food Store.

f. Time Off for Clifford Danforth
MOTION: Julie Clark motioned to approve Clifford Danforth's absence for the Month of December, 2015.
SECOND: Sandy Dennett seconded the motion.
MOTION CARRIED

g. FYI – New Commissioners – Mary Graves appointment to Dorothy A. Skenandore's term. Pearl Webster reported that Mary Graves appointment was denied at OBC's Meeting (11\11\15). Kevin Shilka's position remains vacated.

2. **Employment Law (Entire Commission 30 minutes)**
The Employment Law supports oversight by the OBC. HRD interprets the law and oversight by the OBC.

MOTION: Arlene Danforth motioned to extend the discussion for 15 more minutes.
SECOND: Sandy Dennett seconded the motion.
MOTION CARRIED

(12:50p.m. Sharon Alvarez takes over the meeting. Yvonne Jourdan returned at 12:55p.m.)

Sandy Dennett recommended forming a small amount of people to make recommendations regarding today's discussion on petition language concerning OPC existence to GTC. In depth research on the Declaratory Ruling is required.

MOTION: Sandy Dennett motioned to form a working group to formulate GTC Petition Language concerning efforts within the tribe to dissolve the OPC.
VOLUNTEERS: Sandy Dennett, Clifford Danforth, Pearl Webster, and Arlene Danforth

SECOND: Pearl Webster seconded the motion.
MOTION CARRIED
ABSTAIN: Carol Smith

3. Draft Article for the Kahliwisaks (hand out at meeting-20 Minutes)

MOTION: Arlene Danforth motioned for Gina Buenrostro and Bridget Cornelius, OPC Staff, to continue drafting the Employment Law Articles regarding employee's rights and approve the Kahliwisaks Article with changes submitted November 10, 2015 by Bridget Cornelius.
SECOND: Sandy Dennett seconded the motion.
MOTION CARRIED

4. Financial Report – September, 2015 (Entire Commission 5 minutes)

MOTION: Carol Smith motioned to approve the Financial Report – September, 2015.
SECOND: Clifford Danforth seconded the motion.
MOTION CARRIED

5. Activity Report – October, 2015
(Gina Buenrostro and Bridget Cornelius 10 minutes)

MOTION: Julie Clark motioned to approve the October, 2015 Activity Report.
SECOND: Sandy Dennett seconded the motion.
MOTION CARRIED

6. Training Log – October, 2015
(Bridget Cornelius 5 minutes)

MOTION: Sandy Dennett motioned to approve the Training Log – October, 2015.
SECOND: Carol Smith seconded the motion.
MOTION CARRIED

G. Correspondence: Primarily distributed into PC Members mailboxes.

H. Standing and Special Committee Reports:

I. Other:
1. FY Budget Planning – Chairperson, Treasurer, Administrator

PERSONNEL COMMISSION REGULAR MEETING
NOVEMBER 10, 2015 – Noon
East Wing Conference Room

2. Quarterly Reports due to the OBC – Due 2nd Wednesday of the Month in January, April, July, and October.

3. Semi-Annual and Annual Reports due to G.T.C. – Due October and April.

J. Other:
1. Next OPC REGULAR MEETING – December 8, 2015

2. POT LUCK – PERSON IN CHARGE: Julie Clark – Sloppy Joes

MOTION: Clifford Danforth motioned to adjourn at 2:10 p.m.
SECOND: Carol Smith seconded the motion.
MOTION CARRIED

ADJOURN TIME: 2:17 p.m.

Respectfully Submitted by: _____
ROCHELLE A. POWLESS, OPC SECRETARY

Approved/~~Revised~~: DECEMBER 8, 2015 OPC REGULAR MEETING

Submitted by Yvonne Jourdan, OPC Chairwoman

G: rpowless\OPC Minutes\111015 Regular Meeting
OPC:rap

PERSONNEL COMMISSION REGULAR MEETING
DECEMBER 8, 2015 – Noon
East Wing Conference Room

Mission Statement
To develop an employment system that is orderly and fair and one that will benefit the individual worker and strengthen Tribal Programs and Tribal Government.

A. Call To Order: Attendance
Yvonne Jourdan called the OPC Meeting to order at 11:45p.m.

GATE KEEPER: Eric Krawczyk.

OPC MEMBERS IN ATTENDANCE
Yvonne Jourdan, Chairwoman
Gary Smith, OPC Vice Chairman
Rochelle A. Powless, Secretary
Sharon Alvarez, OPC Treasurer
Eric Krawczyk, OPC Member
Arlene Danforth, OPC Member
Julie Clark, OPC Member
Carol Smith, OPC Member
Pearl Webster, OPC Member
Sandra Dennett, OPC Member

ABSENT: Patricia Denny, OPC Member
EXCUSED: Clifford Danforth, OPC Member

OTHERS:
Gina Buenrostro — OPC Administrator
Bridget Mendolla-Cornelius — OPC Executive Assistant I
David Jordan — OBC Liaison

MOTION: Eric Krawczyk motioned to approve the attendance.
SECOND: Rochelle A. Powless seconded the motion.
MOTION CARRIED

B. Approval of Agenda (5 minutes)
Addition under E. OLD BUSINESS
1.a. Alternate Meeting Date Request for OBC LIAISON, David Jordan, OBC.
2.a. Training in Two Weeks (10 minutes)
Addition under F. NEW BUSINESS,
1. d. Patricia Denny (5 minutes)
1. e. Kevin Shilka Request to return to the OPC (5 minutes)
MOTION: Gary Smith motioned to approve the additions to the agenda of
Addition under E. OLD BUSINESS
1.a. Alternate Meeting Date Request for OBC LIAISON, David Jordan, OBC.
2.a. Training in Two Weeks (10 minutes)
Addition under F. NEW BUSINESS,
1. d. Patricia Denny (5 minutes)
1. e. Kevin Shilka request to return to the OPC (5 minutes)
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

PERSONNEL COMMISSION REGULAR MEETING
DECEMBER 8, 2015 – Noon
East Wing Conference Room

12:00p.m. Break for Lunch
12:16p.m. Return to Meeting

C. Review\Approval of Minutes – November 10, 2015 – Regular
Rochelle A. Powless, OPC Secretary

MOTION: Eric Krawczyk motioned to approve the OPC November 10, 2015 Regular Minutes.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED
ABSTAIN: Rochelle A. Powless

D. Tabled Business (0)

E. Old Business (1)

1. Alternate Meeting Date Request for OBC LIAISON, David Jordan, OBC.
   David Jordan made a request to switch the OPC Meeting to another date, the 3rd Tuesday of the Month, January 19, 2016.

MOTION: Gary Smith motioned to Go into EXECUTIVE SESSION at 1:20p.m.
SECOND: Carol Smith seconded the motion.
MOTION CARRIED

F. NEW BUSINESS (6)

1. Scheduling Initial Reviews, Grievances, Reassignments and Housekeeping-(Gina Buenrostro – 30 minutes)

MOTION: Rochelle A. Powless motioned to Come out of EXECUTIVE SESSION at 1:30p.m.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

a. Request from Commissioner Dennett

MOTION: Eric Krawczyk motioned to approve Sandy Dennett's request to leave from December 15, 2015 to January 25, 2016.
SECOND: Sharon Alvarez seconded the motion.
ABSTAIN: Sandy Dennett
MOTION CARRIED

b. FYI ONLY - Gina Buenrostro Re: MLOA
   Gina Buenrostro will be on Medical Leave of Absence for necessary surgery. 5 days Hospital Stay. FYI ONLY – Gina Buenrostro will keep the OPC updated as to her status.

c. Patricia Denny, OPC Member
Patricia Denny, OPC Member, has been a NO SHOW for OPC.
MOTION: Carol Smith motioned for the Chairperson to write a letter to Patricia Denny Stating OPC responsibilities and ask for her resignation.
SECOND: Pearl Webster seconded the motion.
ABSTAIN: Yvonne Jourdan
MOTION CARRIED

d. Kevin Shilka Request
Kevin Shilka requested to return to the Personnel Commission. He will be unable to sit through full day Hearings, however. He is losing his voice and is going through therapy to regain voice.
MOTION: Arlene Danforth motioned for the Chairperson to send Kevin Shilka a letter explaining the process and responsibilities of a Personnel Commissioner.
SECOND: Sandra Dennett seconded the motion.
MOTION CARRIED

Carol Smith requested to be trained as a Hearing Officer.
Clifford Danforth needs more time for training as Hearing Officer.

2. **Employment Law Draft 11 (Entire Commission – 20 minutes)**
LOC is writing laws here they are in the Employment Law. Article II will be sent in Draft. Get your recommendations into the office.

3. **Internal Audit Request on HRD (Entire Commission – 20 minutes)**
(Page 10 of this agenda) Internal Audit – request on HRD Audit (Confidential). This Is in lieu of a petition. Lucinda Conway, Internal Audit Manager. Mary Graves, Assistance Managers for Internal Audit. "Forensic or Performance" activities. Performance shows procedures. Add performance.
MOTION: Sandy Dennett motioned to submit request on HRD Audit to Internal Audit and add "Performance" in the first paragraph.
SECOND: Pearl Webster seconded the motion.
MOTION CARRED

4. **Financial Report October, 2015 (Entire Commission – 10 minutes)**
MOTION: Arlene Danforth motioned to defer until January 19, 2016 Meeting.
SECOND: Sharon Alvarez seconded the motion.
MOTION CARRIED

5. **Activity Report – November, 2015**
MOTION: Gary Smith motioned to approve Activity Report for November, 2015.
SECOND: Eric Krawczyk seconded the motion.
MOTION CARRIED

PERSONNEL COMMISSION REGULAR MEETING
DECEMBER 8, 2015 – Noon
East Wing Conference Room

6. **Training Log – May, 2015 – April, 2016** (Bridget Cornelius 5 minutes)
MOTION: Gary Smith motioned to approve Training Log – May, 2015 – April, 2016.
SECOND: Pearl Webster seconded the motion.
MOTION CARRIED

G. Correspondence: Primarily distributed into PC Members mailboxes.

H. Standing and Special Committee Reports:

I. Other:
1. **FY Budget Planning – Chairperson, Treasurer, Administrator**
2. **Quarterly Reports due to the OBC – Due 2nd Wednesday of the Month in January, April, July, and October.**
3. **Semi-Annual and Annual Reports due to G.T.C. – Due October and April.**

J. Other:
1. **Next OPC REGULAR MEETING – January 19, 2016**

2. **POT LUCK – PERSON IN CHARGE: Arlene Danforth**

MOTION: Sandy Dennett motioned to adjourn at 1:58 p.m.
SECOND: Gary Smith seconded the motion.
MOTION CARRIED

ADJOURN TIME: 2:17 p.m.

Respectfully Submitted by: _____
ROCHELLE A. POWLESS, OPC SECRETARY

Approved/~~Revised~~: JANUARY 19, 2016 OPC REGULAR MEETING

Submitted by Yvonne Jourdan, OPC Chairwoman

G: rpowless\OPC Minutes\122215 Regular Meeting
OPC:rap

273007 - PERSONNEL BOARD
TATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
EPORT RUNDATE/RUNTIME: 11/12/2015 15:10:16

CBRUNE01
01OCT/2016

4273007 - PERSONNEL BOARD
EPORT NAME: BD_T_FISCL
EF:C

REPORT FOR COMPLETE FISCAL YEAR
AND Y-T-D INFORMATION

rocessing Instruction: Submit for last closed month.

Year To Date figures
as of OCT 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2013 ACTUAL	FISCAL 2014 ACTUAL	Y-T-D 2015 ACTUAL	Y-T-D 2015 BUDGET	ANNUAL 2015 BUDGET	ANNUAL 2015 PROJECTED	ANNUAL 2016 PROPOSED BUDGET
Revenue - External								
SERVICE FEE REVENUE	000-400001-000	49	40					
Sub-Total		49	40					
Revenue/Contribution- Internal								
I/T SERVICE FEE REVENUE	000-450001-000		10					
TRIBAL CONTRIBUTION	000-458100-000	303,159	225,911	19,719	25,065	300,989	295,643	336,871
INTRA/SAME SERVICE FEE REVENUE	000-480001-000		150					
Sub-Total		303,159	226,071	19,719	25,065	300,989	295,643	336,871
Labor/Payroll Expense								
PERSONNEL	000-502100-000	72,549	75,680	5,770	7,263	87,156	85,663	91,275
WAGE ACCRUAL EXPENSE	000-502100-999	327	341	1,002			1,002	
SALARIES - TRAINING	000-502110-000	143	38	36			36	
PAID TIME OFF	000-504000-000	12,339	11,138	876			876	
FRINGE BENEFIT	000-505000-000	34,445	33,870	2,608	2,928	35,202	34,882	38,153
FRINGE ACCRUAL EXPENSE	000-505000-999	129	131	391			391	
Sub-Total		119,932	121,198	10,683	10,191	122,358	122,850	129,428
Cost of Sales								
Sub-Total								
External Expenses								
SUPPLIES & MATERIALS	000-700001-000	2,430	1,478	95	70	840	865	360
COPY CHARGES	000-700010-000	388	562		36	410	374	410
TRANSP. & PER DIEM	000-701000-000							2,000
OUTSIDE SERVICES	000-702010-000	791	749	18	67	760	711	1,240
LEGAL SERVICES	000-702400-000	42,000			3,500	42,000	38,500	42,000
TRAINING & EDUCATION	000-705010-000				163	2,000	1,837	2,000
RENTAL USAGE	000-705202-000	1,231	1,568	129	94	1,150	1,185	1,150
HEAT & LIGHTS	000-705211-000	4,309	4,508	129	375	4,500	4,254	4,500
WATER & SEWER	000-705212-000	81	82	6	5	60	61	60
TELEPHONE	000-705213-000	435	574	13	34	430	409	430
BUSINESS EXPENSE	000-705300-000				13	200	187	
STIPENDS	000-705305-000	70	275					
INSURANCE	000-705500-000	687	663	57	54	670	673	660

273007 - PERSONNEL BOARD
TATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
EPORT RUNDATE/RUNTIME: 11/12/2015 15:10:16

CBRUNE01
01OCT/2016

4273007 - PERSONNEL BOARD

EPORT NAME: BD_T_FISCL
EF:C

REPORT FOR COMPLETE FISCAL YEAR
AND Y-T-D INFORMATION

rocessing Instruction: Submit for last closed month.

Year To Date figures
as of OCT 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2013 ACTUAL	FISCAL 2014 ACTUAL	Y-T-D 2015 ACTUAL	Y-T-D 2015 BUDGET	ANNUAL 2015 BUDGET	ANNUAL 2015 PROJECTED	ANNUAL 2016 PROPOSED BUDGET
STIPENDS	100-705305-000	63,120	42,507	3,250	5,300	63,578	61,528	84,750
STIPENDS	200-705305-000				413	5,000	4,587	
STIPENDS	400-705305-000	6,250	5,500	550	688	8,300	8,162	8,300
STIPENDS	500-705305-000	34,920	23,220	2,600	2,085	25,042	25,557	34,780
STIPENDS	600-705305-000	9,000	4,100	600	440	5,280	5,440	6,600
Sub-Total		165,712	85,786	7,447	13,337	160,220	154,330	189,240
Internal Expenses								
I/T SUPPLIES & MATERIALS	000-750001-000		394		12	100	88	100
I/T - PRINTING	000-750009-000	216	1,266		12	100	88	100
I/T RENT EXPENSE	000-755201-000	3,459	3,453	287	288	3,500	3,499	3,500
INDIRECT COSTS	000-758300-000	13,835	13,958	1,128	1,225	14,711	14,614	14,503
INDIRECT COST ACCRUAL EXPENSE	000-758300-999	53	55	175			175	
Sub-Total		17,563	19,126	1,590	1,537	18,411	18,464	18,203
NET PROFIT OR (LOSS)		1	1	(1)			(1)	

30

273007 - PERSONNEL BOARD
TATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
EPORT RUNDATE/RUNTIME: 12/11/2015 11:52:29

CBRUNE01
02NOV/2016

EPORT NAME: BD_T_FISCL
EF:C

4273007 - PERSONNEL BOARD
REPORT FOR COMPLETE FISCAL YEAR
AND Y-T-D INFORMATION

rocessing Instruction: Submit for last closed month.

Year To Date figures
as of NOV 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
Revenue - External								
SERVICE FEE REVENUE	000-400001-000	40	90					
Sub-Total		40	90					
Revenue/Contribution- Internal								
I/T SERVICE FEE REVENUE	000-450001-000	10	30					
TRIBAL CONTRIBUTION	000-458100-000	225,911	248,510	34,882	56,141	336,871	315,612	342,615
INTRA/SAME SERVICE FEE REVENUE	000-480001-000	150	30					
Sub-Total		226,071	248,570	34,882	56,141	336,871	315,612	342,615
Labor/Payroll Expense								
PERSONNEL	000-502100-000	75,680	74,757	13,108	15,215	91,275	89,168	91,275
WAGE ACCRUAL EXPENSE	000-502100-999	341	334	(652)			(652)	
SALARIES - TRAINING	000-502110-000	38	36					
PAID TIME OFF	000-504000-000	11,138	12,067	2,591			2,591	
FRINGE BENEFIT	000-505000-000	33,870	35,738	6,453	6,363	38,153	38,243	37,697
FRINGE ACCRUAL EXPENSE	000-505000-999	131	160	(276)			(276)	
Sub-Total		121,198	123,092	21,224	21,578	129,428	129,074	128,972
Cost of Sales								
Sub-Total								
External Expenses								
SUPPLIES & MATERIALS	000-700001-000	1,478	1,324	168	60	360	468	840
COPY CHARGES	000-700010-000	562	1,027		70	410	340	410
TRANSP. & PER DIEM	000-701000-000				330	2,000	1,670	2,000
OUTSIDE SERVICES	000-702010-000	749	527	(5)	210	1,240	1,025	760
LEGAL SERVICES	000-702400-000		14,903	(903)	7,000	42,000	34,097	42,000
TRAINING & EDUCATION	000-705010-000				330	2,000	1,670	2,000
RENTAL USAGE	000-705202-000	1,568	1,561	257	190	1,150	1,217	1,150
HEAT & LIGHTS	000-705211-000	4,508	3,721	451	750	4,500	4,201	4,500
WATER & SEWER	000-705212-000	82	91	14	10	60	64	60
TELEPHONE	000-705213-000	574	432	76	70	430	436	430
BUSINESS EXPENSE	000-705300-000							200
STIPENDS	000-705305-000	275						
INSURANCE	000-705500-000	663	619	95	110	660	645	660

273007 - PERSONNEL BOARD
TATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
EPORT RUNDATE/RUNTIME: 12/11/2015 11:52:29

CBRUNE01
02NOV/2016

4273007 - PERSONNEL BOARD

EPORT NAME: BD_T_FISCL
EF:C

REPORT FOR COMPLETE FISCAL YEAR
AND Y-T-D INFORMATION

rocessing Instruction: Submit for last closed month.

Year To Date figures
as of NOV 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
STIPENDS	100-705305-000	42,507	37,000	4,000	14,120	84,750	74,630	85,750
STIPENDS	200-705305-000							5,000
STIPENDS	400-705305-000	5,500	6,300	1,100	1,380	8,300	8,020	8,300
STIPENDS	500-705305-000	23,220	32,250	4,250	5,800	34,780	33,230	34,780
STIPENDS	600-705305-000	4,100	7,575	1,200	1,100	6,600	6,700	6,600
Sub-Total		85,786	107,330	10,703	31,530	189,240	168,413	195,440
Internal Expenses								
I/T SUPPLIES & MATERIALS	000-750001-000	394	75		20	100	80	100
I/T - PRINTING	000-750009-000	1,266			20	100	80	100
I/T RENT EXPENSE	000-755201-000	3,453	3,442		580	3,500	2,920	3,500
I/T UTILITIES EXPENSE	000-755210-000		1					
I/T DEPRECIATION ALLOCATION	000-755216-000			574			574	
INDIRECT COSTS	000-758300-000	13,958	14,662	2,495	2,413	14,503	14,585	14,503
INDIRECT COST ACCRUAL EXPENSE	000-758300-999	55	56	(114)			(114)	
Sub-Total		19,126	18,236	2,955	3,033	18,203	18,125	18,203
NET PROFIT OR (LOSS)		1	2					

32

273007 - PERSONNEL BOARD
TATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
EPORT RUNDATE/RUNTIME: 1/14/2016 14:33:21

CBRUNE01
03DEC/2016

EPORT NAME: BD_T_FISCL
EF:C

4273007 - PERSONNEL BOARD
REPORT FOR COMPLETE FISCAL YEAR
AND Y-T-D INFORMATION

rocessing Instruction: Submit for last closed month.

Year To Date figures
as of DEC 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
Revenue - External								
SERVICE FEE REVENUE	000-400001-000	40	90					
Sub-Total		40	90					
Revenue/Contribution- Internal								
I/T SERVICE FEE REVENUE	000-450001-000	10	30					
TRIBAL CONTRIBUTION	000-458100-000	225,911	248,510	53,601	84,214	336,871	306,258	342,615
INTRA/SAME SERVICE FEE REVENUE	000-480001-000	150	30					
Sub-Total		226,071	248,570	53,601	84,214	336,871	306,258	342,615
Labor/Payroll Expense								
PERSONNEL	000-502100-000	75,680	74,757	19,016	22,821	91,275	87,470	91,275
WAGE ACCRUAL EXPENSE	000-502100-999	341	334	397			397	
SALARIES - TRAINING	000-502110-000	38	36					
PAID TIME OFF	000-504000-000	11,138	12,067	3,681			3,681	
FRINGE BENEFIT	000-505000-000	33,870	35,738	9,268	9,542	38,153	37,879	37,697
FRINGE ACCRUAL EXPENSE	000-505000-999	131	160	141			141	
Sub-Total		121,198	123,092	32,503	32,363	129,428	129,568	128,972
ost of Sales								
Sub-Total								
External Expenses								
SUPPLIES & MATERIALS	000-700001-000	1,478	1,324	168	90	360	438	840
COPY CHARGES	000-700010-000	562	1,027	306	104	410	612	410
TRANSP. & PER DIEM	000-701000-000				497	2,000	1,503	2,000
OUTSIDE SERVICES	000-702010-000	749	527	12	313	1,240	939	760
LEGAL SERVICES	000-702400-000		14,903	(903)	10,500	42,000	30,597	42,000
TRAINING & EDUCATION	000-705010-000				497	2,000	1,503	2,000
RENTAL USAGE	000-705202-000	1,568	1,561	386	286	1,150	1,250	1,150
HEAT & LIGHTS	000-705211-000	4,508	3,721	730	1,125	4,500	4,105	4,500
WATER & SEWER	000-705212-000	82	91	21	15	60	66	60
TELEPHONE	000-705213-000	574	432	114	106	430	438	430
BUSINESS EXPENSE	000-705300-000							200
STIPENDS	000-705305-000	275						
INSURANCE	000-705500-000	663	619	142	165	660	637	660

273007 - PERSONNEL BOARD
TATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
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CBRUNE01
03DEC/2016

EPORT NAME: BD_T_FISCL
EF:C

4273007 - PERSONNEL BOARD
REPORT FOR COMPLETE FISCAL YEAR
AND Y-T-D INFORMATION

rocessing Instruction: Submit for last closed month.

Year To Date figures
as of DEC 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
STIPENDS	100-705305-000	42,507	37,000	5,500	21,183	84,750	69,067	85,750
STIPENDS	200-705305-000							5,000
STIPENDS	400-705305-000	5,500	6,300	1,550	2,072	8,300	7,778	8,300
STIPENDS	500-705305-000	23,220	32,250	6,850	8,698	34,780	32,932	34,780
STIPENDS	600-705305-000	4,100	7,575	1,700	1,650	6,600	6,650	6,600
Sub-Total		85,786	107,330	16,576	47,301	189,240	158,515	195,440
Internal Expenses								
I/T SUPPLIES & MATERIALS	000-750001-000	394	75		28	100	72	100
I/T - PRINTING	000-750009-000	1,266			28	100	72	100
I/T RENT EXPENSE	000-755201-000	3,453	3,442		872	3,500	2,628	3,500
I/T UTILITIES EXPENSE	000-755210-000		1					
I/T DEPRECIATION ALLOCATION	000-755216-000			861			861	
INDIRECT COSTS	000-758300-000	13,958	14,662	3,607	3,622	14,503	14,488	14,503
INDIRECT COST ACCRUAL EXPENSE	000-758300-999	55	56	53			53	
Sub-Total		19,126	18,236	4,521	4,550	18,203	18,174	18,203
NET PROFIT OR (LOSS)		1	2	1			1	

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 03 / 30 / 16

2. General Information:

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

Agenda Header: Land Commission—(Oct-Dec, 2015) 1stquarter report

☐ Accept as Information only

☐ Action - please describe:

Approve Land Commission Report - 1st Quarter

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: Tehassi Hill, Council Member

Primary Requestor: Lori Elm, DOLM Office Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Land Commission—(Oct-Dec, 2015)
1st Quarter Report

The Land Commission began the new fiscal year by setting their 2016 goals to align to the Oneida Nations strategic direction and practical vision.

Direction **Committing to Build a Responsible Nation**
Vision **Accountable & Effective Governmental Design**

To support Oneida Nation business and increase revenue, the Land Commission will Identify and acquire strategic land purchases for Oneida Nation corporations and business units.

Direction **Advancing Onvyote?a.ka Principles**
Vision **Long Term Sustainability Plans**

The Land Commission is developing a program for a land ONLY purchase process; this allows membership more options in financing, the ability to acquire a home that fits their individual needs, maximizes the use of acquisition funds, and reduces Oneida Nation risk.

Direction **Creating a Positive Organizational Culture**
Vision **Accountable & Effective Governmental Design**

Recommended edits and changes for the by-laws will be submitted to the Legislative Operating Committee regarding Land Commissioner qualifications. The by-laws will outline specifications to Real Property Law class and/or equivalent hours, specified subject matter training , or completes specified training within one year of election.

MISSION

"The Land Commission is an elected body of policy makers for Land issues. The Commission oversees land acquisitions, leases, mortgage loans, land use, probates and all other tribal land issues."

Oneida Land Commission Members

Amelia Cornelius, Chairperson*
Rae Skenandore, Vice—Chairperson
Jay Rasmussen, Secretary
Donald McLester, Commissioner
Sherrole Benton, Commissioner
Racquel Hill, Commissioner
Lloyd Powless, Jr., Commissioner

LAND ACQUIRED first quarter

- Oneida currently own 25,757 acres or 39.6% of the original reservation
- 1 DREAM home acquired
- Over 420 acres of land including sites for commercial and future development.

* The Oneida Land Commission is not a real estate developer. Future development decisions occur in another area of the Tribe.

Meetings

Regular meetings are the 2nd Monday monthly. Acquisition Meetings are the 4th Monday monthly.

Meeting and Hearing Stipends

Meeting	$ 50.00
Eviction Hearing	$ 50.00
Probate Hearing	$ 50.00
Foreclosure Hearing	$150.00

** Note a hearing body consists of 3 members*

First Quarter Meetings

3 Regular
1 Acquisition
2 Special
1 Oneida Business Committee

First Quarter Hearings

5 Hearings

Land Commission/Business Committee meeting
March 31, 2016 at 2:00 pm
Division of Land Management Conference Room

FIRST QUARTER SUMMARY

To comply with the Business Committee's efforts to move the hearing body authority to the Judiciary, the Land Commission is working with the Legislative Operating Committee and Legislative Resource Office to develop the following;

- Real Property Law amendments
- Probate Law
- Mortgage Law
- Landlord-Tenant Law
- By-Law amendments

The new laws were all accepted to the active files on October 7, 2015 with David Jordan as the sponsor. Once these laws are developed, the hearing body authority for probate, evictions, and foreclosures can be transferred to the Judiciary. Work also continues on the Leasing Law.

The Annual Land Commission meeting took place on October 26th. At that meeting various areas of the Oneida Nation presented their land needs to the Land Commission. Land Management staff were asked to give input on what they required from the Land Commission. Highlights from this quarter include the following;

- The Land Commission took action to remove the one year buy back requirement from all future mortgages.
- A pilot program for "land only purchase for new homeowners" is being developed. Initial meetings with Division of Land Management, Bay Bank, Bay Title, and the Bureau of Indian Affairs are promising.
- The Land Commission requested and approved the Chief Financial Officer's recommendations on key strategic purchases to enhance the Oneida Nation's ability for business development and expansion.
- The Land Commission requested the current scoring sheet for DREAM homes be updated to include credit for applicants who have attended home buyer educational programs.

BC Action Needed: Request Business Committee to accept the Land Commission 1st Quarter report for fiscal year 2016

OTIE
Oneida Total Integrated Enterprises

Oneida Total Integrated Enterprises (OTIE) is a civil and environmental engineering and construction firm with offices worldwide. Owned by the Oneida Nation of Wisconsin, our mission is to preserve, restore, and enhance the natural and constructed environment for future generations through successful, customer-focused project delivery.

OTIE offers technical skills and a mature business infrastructure developed through extensive experience providing environmental, remediation, construction, engineering, and response and recovery services to federal, state, and local government agencies, as well as commercial customers in the United States and around the world.

We draw upon the knowledge and experience of over 325 employees. With offices located coast-to-coast, our engineers, scientists, designers, and construction managers enhance our customers' missions through dedicated and cooperative delivery of services which include the following: Remediation and Restoration, Construction and Demolition, Infrastructure and Structural Engineering, Environmental Services, Response and Recovery Services.

Please see attached Qualification and Position Description for our President position. This position is required to be located in either our Green Bay, WI or Milwaukee, WI office.

OTIE is committed to providing a drug-free, healthful, and safe workplace. As a condition of employment with OTIE, any successful applicant will be required to pass a pre-employment drug screening and a background check.

Qualified candidates please submit your resume with the following items:

- Salary history for each position held
- Five professional employment references (no personal friends or relatives)
- Salary requirements for this position

Submit your resume and required information listed above by April 21, 2016 to:

OTIE
Attn: Human Resources
1033 N. Mayfair Rd., Suite 200
Milwaukee, WI 53226
Fax: 414-777-5899
Email: hrdept@otie.com
www.otie.com

OTIE is an Equal Opportunity Employer of Minorities, Females, Protected Veterans, and Individuals with Disabilities.

OTIE
Oneida Total Integrated Enterprises

Qualification and Position Description

President of OTIE

Minimum Qualifications:

- Education – Bachelor of Science degree in Engineering, Science, Finance or Business Management or Juris Doctor (JD) is required. Master of Science degree or equivalent is preferred.
- Experience – Minimum of 25 years of engineering, science, environmental, construction, financial management and related experience
- Professional Registration - Registration in Engineering/Science is preferred, Contractor's License, CPA or JD is desirable.
- Security Clearance - Must be able to obtain a Federal Secret Level Security Clearance as required by the Company's government contract(s)
- Have a minimum of 15 years of experience with federal contracting, procurement and acquisition regulations and process.
- Have full understanding of pricing process to increase competitiveness.
- Have a minimum of 15 years of knowledge in federal markets and clients such as US EPA, US Army Corps of Engineers, US Army, US Air Force, US Navy, National Guard, US Fish & Wildlife Service, US Forest Service etc.
- Have a minimum of 10 years of experience with SBA 8(a) Application process and marketing strategy.
- Familiar with state and municipal markets.

Position Summary:

The President is responsible for providing strategic leadership for the Company by working with the Board and other executive management staff to establish long-range goals, strategies, plans and policies. The Board delegates responsibility for management and day-to-day operations to the President, and s/he has the authority to carry out these responsibilities, in accordance with the direction and policies established by the Board. The President reports to the Board of Managers of OTIE.

Candidate OTIE seeks ideally has the following experience and background:

- An experienced leader with extensive industry experience in engineering, science, environmental and construction.
- An energetic, forward-thinking and creative individual with high ethical standards and an appropriate professional image.
- A strategic visionary with sound technical skills, analytical ability, good judgment and strong operational focus.
- A well-organized individual who prioritizes and plans work activities, uses time efficiently and develops realistic action plans.
- A self-directed individual who is familiar with legislative process with Federal, State and local government processes and a team player.
- An articulate individual who can relate to people at all levels of an organization and has excellent communication skills to include speaking clearly and persuasively in positive or negative situations, demonstrating group presentation skills and conducting productive meetings.
- A good educator who is trustworthy and willing to share information and serve as a mentor.
- An excellent negotiator who is experienced in contracts.
- A decisive individual who possesses a "big picture" perspective and displays willingness to make decisions, exhibits sound and accurate judgment, and makes timely decisions.
- Analytical – the individual synthesizes complex or diverse information.
- Problem solving – the individual identifies and resolves problems in a timely manner and gathers and analyzes information skillfully.
- Delegation – the individual delegates work assignments, gives authority to work independently, sets expectations and monitors delegated activities.
- Leadership – the individual inspires and motivates others to perform well and accepts feedback from others.
- Management skills – the individual includes staff in planning, decision-making, facilitating and process improvement; makes self-available to staff; provides regular performance feedback; and develops subordinates' skills and encourages growth.
- Quality management – the individual looks for ways to improve and promote quality and demonstrates accuracy and thoroughness.
- Safety and security – the individual observes safety and security procedures and uses equipment and materials properly.
- Legal compliance – assures the filing of all legal and regulatory documents and monitors compliance with relevant laws and regulations.

Essential Duties and Responsibilities:

Financial:

- Plan, develop, organize, implement, direct and evaluate the organization's fiscal function and performance.
- Provide technical financial advice and knowledge to others with financial responsibility.
- Continual improvement of the budgeting process through education of regional managers and business unit managers on financial issues impacting their budgets.
- Optimize the handling of bank and deposit relationships and initiate appropriate strategies to enhance cash position.
- Provide strategic financial input and leadership on decision making issues affecting the organization; i.e., evaluation of potential alliances, acquisitions and/or mergers.
- Develop a reliable cash flow projection process and reporting mechanism, which includes minimum cash threshold to meet operating needs.
- Be an advisor from the financial perspective on any contracts into which the Company may enter.
- Oversee budgets and ensures resources are properly allocated
- Direct the organization's financial goals, objectives, and budgets.
- Oversee the investment of funds and manage associated risks, supervise cash management activities execute capital-raising strategies to support a firm's expansion, and deal with mergers and acquisitions.

Business Development:

- Develop and implement strategies to grow the business and increase profitability.
- Leverage federal contracting opportunities for competitive and set aside 8(a) contracts from existing and new customers. Fully utilize the 8(a) status to enter new markets.
- Direct client service activities to advance the delivery of high quality services with a focus on client satisfaction and new business development. Become a market leader and develop deep understanding of the major clients, competitors, and market forces at play in each market. Build strong client relationships and help develop the most desirable clients and support their mission.
- Establish realistic operational BD strategies and develop action plans to guide the performance improvement process.

Operations:

- Enhance and/or develop, implement and enforce policies and procedures of the organization by way of systems that will improve the overall operation and effectiveness of the Company.
- Perform technical and financial QA/QC on large complex projects and projects with significant issues
- Conduct continual analysis and evaluation of information related to revenues, employee billability, backlog, work in progress, etc.
- Work closely with Senior VP of Operations to monitor the overall internal and external risk opportunities to the company; developing an action plan; and utilizing the senior management team to execute the plan.
- Lead operations by providing clarity of vision; prioritizing resources; facilitating alignment of the senior management team; setting high expectations; inspiring commitment; encouraging mutual support; and enabling development opportunities.
- Provides overall direction for the company by analyzing business objectives and customer needs; developing, communicating, building support for, implementing business strategies, plans and practices; analyzing costs and forecasts and incorporating them into business plans; determining supporting resource requirements; evaluating operational processes; measuring outcomes to ensure desired results and promoting a customer-focused environment.
- Cultivate an environment where employees respect and adhere to company standards of integrity and ethics by integrating these values into programs and practices and developing consequences for violations or non-compliance.
- Provides general oversight of all company activities, manages the day-to-day operations, and assures a smoothly functioning, efficient organization.
- Review activity reports to determine progress and status in obtaining objectives and revise objectives and plans in accordance with current conditions.

Risk Management / Quality Assurance / Health & Safety:

- Ability to secure bonding program required for Company operations.
- Actively promotes the safety culture across the organization by placing a primary focus on accident prevention, hazard assessment and employee occupational safety and health.
- Responsible for ensuring that the goals of a safe and healthy work environment are actively pursued in an effective and conscientious manner.
- Develops and maintains best in class processes, audits and metrics to achieve the policy objectives in these areas

Strategic Vision and Leadership:

- Lead the development of the company's plans and programs as a strategic partner.
- Evaluate and advise on the impact of long range planning, introduction of new programs/strategies and regulatory action.
- Develop and implement strategies and set the overall direction of a certain area of the company or organization.
- Provide visionary and strategic leadership for the organization.
- Evaluation of the Company structure and plan for continual improvement of the efficiency and effectiveness of the group as well as providing individuals with professional and personal growth with emphasis on opportunities (where possible) of individuals.
- Provide leadership and direction to all executives, and ensure the continued development and management of a professional and efficient organization; establish effective decision-making processes that will enable the Company to achieve its long- and short-term goals and objectives
- Establish credibility throughout the Company and with the Board as an effective developer of solutions to business challenges.
- Collaborate with the board to refine and implement the strategic plan while ensuring that the budget, staff and priorities are aligned with the Company's core mission
- Cultivate a strong and transparent working relationship with the Board and ensure open communication about the measurement of financial, programmatic, and impact performance against stated milestones and goals
- Ensure members of the Board of Directors have the information necessary to perform their fiduciary duties and other governance responsibilities.
- Provide adequate and timely information to the Board to enable it to effectively execute its oversight role.

Accountabilities and Measures:

- Corporate Revenue
- Corporate Operating Income
- Staff Size
- Market Capitalization
- Full confidence by Financial Institute partner

Physical Demands:
The physical demands described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

While performing the duties of this job, the employee is regularly required to sit, stand, walk, talk and listen. The employee frequently is required to use hands or finger, handle, or feel objects, tools or controls. The employee is occasionally required to reach with hands and arms; reach above shoulders; climb or balance; stoop, kneel, crouch or crawl. The employee must occasionally lift and/or move up to 25 pounds. Specific vision abilities required by this position include close vision, distance vision, color vision, peripheral vision, depth perception, and the ability to adjust focus.

Work Environment:
Work environment characteristics described here are representative of those that must be met by an employee to successfully perform the essential functions of this job. Reasonable accommodations may be made to enable individuals with disabilities to perform the essential functions.

The employee works in an office environment where the noise level is moderate. The employee occasionally performs work-related travel.

Annual Salary:
$100,000 and up; commensurate with qualifications and experience.

OTIE is committed to providing a drug-free, healthful, and safe workplace. As a condition of employment with OTIE, any successful applicant will be required to pass a pre-employment drug screening and a background check.

HANDOUT FOR ITEM - XIII.E.

Brothertown Nation Inc.
PO Box 2206
Fond Du Lac, WI 54936-2206

Memorandum of Understanding

This Memorandum of Understanding is entered into by and between the Brothertown Indian Nation, a 501(c)(3) non-profit organization located in Fond du Lac, WI and the Oneida Nation located in Oneida, WI.

Purpose: The purpose of this MOU is to place in writing for future tribal councils the mutual understanding made between the Brothertown Indian Nation and the Oneida Nation in 2010, pertaining to the purchase of historical materials from a third party. On September 14, 2010, the Oneida Nation purchased the historical materials (hence forth referred to as the Brothertown Collection) relating to the Brothertown Indian Nation on their behalf for $75,000. The Brothertown Collection was to be placed in the care of the Oneida Cultural Heritage Department for professional management, until the Brothertown Indian Nation completed payment for the collection.

Statement of Mutual Interest and Benefits: Having a long intertwined history between the Oneida Nation and the Brothertown Indian Nation and sharing close political and family lineages, the Brothertown collection is of academic, historic, and cultural interest to both parties. Preserving our own pasts as well as preserving the historical and cultural ideals specific to our nations, is of concern to all who cherish the diversity of Native American tribes.

This MOU is established between the Brothertown Indian Nation and the Oneida Nation to document agreed upon terms for the Brothertown Collection:

A. The maintenance and preservation of the Brothertown Collection
B. The reimbursement and transfer of the physical Collection

The Brothertown Indian Nation and Oneida Nation shall:
Revisit this MOU every 3 years, discuss the content, and re-sign the agreement.

The Brothertown Nation shall:

1. Reimburse the Oneida Nation $75,000, the cost to purchase the collection.
2. The Brothertown Indian Nation will provide to the Oneida Nation History Department for the care, preservation, and maintenance of the Collection:
   a. Care/preservation/maintenance materials including: acid free, museum quality archive boxes, dividers, and photo sleeves; gloves; and external hard-drives.
   b. Monetary gift to the Oneida Nation History Department as gratitude for the care and maintenance of the Collection; not exceed $500/year.
3. The Brothertown Indian Nation has elicited the help of a professional archivist and digitizer to properly digitize the Collection. The digitization process will take place in the summer of 2016 at no additional cost to the Oneida Nation and will be done in house either at the Oneida Nation Museum or the History Department where the Collection is currently being kept.

The Oneida Nation shall:

1. Store the Brothertown Collection in a proper climate controlled space and in the materials provided by the Brothertown Indian Nation.
2. While in the possession of the Oneida Nation, access to the Brothertown Collection shall be granted to any Brothertown member, who wishes to view the Collection, and any non-member researcher. The Brothertown Council shall provide the person(s) wishing access a research request form signed by Brothertown Indian Nation officials and it is the researcher's responsibility to make an appointment with the Oneida Nation History Department to view the Collection.

Upon completion of the payment:

1. The Brothertown Collection shall be transferred to the Brothertown Indian Nation.
2. A copy of the high quality digitized product will remain with the Oneida Nation after the physical Collection has been transferred to the Brothertown Indian Nation. Purchase and use of digitized copies or printed copies of any Brothertown Collection item will be processed according to Oneida Nation standard operating procedures (SOP), which will direct the requester to the Brothertown Indian Nation and the physical Collection.
3. The copyrights to the physical Collection shall remain with the Collection: currently the Oneida Nation controls copyright. Upon transfer of the Collection to the Brothertown, copyrights will also be transferred. Use of the digital Collection, for research purposes only, shall remain the domain of the Oneida Nation. Any reproductions or publications will be processed by the Brothertown Indian Nation according to section "Upon completion of payment" #2 of this MOU.

We, the undersigned, have agreed on the contents of this MOU. Both parties must agree upon any changes.

Brothertown Indian Nation

Signed_____ _____
(Chairperson) Date

Signed_____ _____
(Tribal Historic Preservation Officer) Date

Oneida Nation

Signed_____ _____
(Chairperson) Date

Signed_____ _____
(Title) Date

Business Committee Meeting
9:00 A.m. Wednesday, March 30, 2016
Thank you for printing clearly

BRAD GRAHAM
BILL GRAHAM
Anita F Barber
Claudia Benavides
[illegible]
Lorrie L. Metoxen
Laura [illegible]
[illegible]
Kathy Metoxen
Rose Track
Micayla Tiles
Floyd Siles Jr.
Mike Trage
[illegible]
Madelyn Genskow
Corina Williams
Gina Puente
[illegible]
D Powless
REGGIE DOXTATER

[illegible]
Theresa Rivera
Pat [illegible]
Nancy Dallas
[illegible]
PAUL WITEK
Michele Doxtator
Rolinda
LOUISE CORNELIUS
[illegible]
RACHEL HILL
SAM VANDENHEUVEL