Oneida Business Committee

Executive Session
9:00 a.m. Tuesday, May 10, 2016
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
9:00 a.m. Wednesday, May 11, 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

III. ADOPT THE AGENDA

IV. OATHS OF OFFICE *(No Requested Action)*

V. MINUTES

A. Approve April 27-28, 2016, regular meeting minutes *page 9*

VI. RESOLUTIONS

A. Adopt resolution titled 2016 InterTribal Buffalo Council, Buffalo Herd Development Grant *page 26*
Sponsor: Larry Barton, Chief Financial Officer

B. Adopt resolution titled Adopting the Marriage License Fee Schedule *page 34*
Sponsor: Larry Barton, Chief Financial Officer

VII. APPOINTMENTS

A. Approve appointments of Marena Bridges and Dawn Walschinski to Oneida Arts Board *page 39*
Sponsor: Tina Danforth, Tribal Chairwoman

B. Approve appointments of Patricia Moore and Candace House to Oneida Election Board *page 41*
Sponsor: Tina Danforth, Tribal Chairwoman

VIII. STANDING COMMITTEES

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

1. Accept April 20, 2016, Legislative Operating Committee meeting minutes *page 43*

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

1. Review recommendation regarding Floyd Acheson Endowment Fund and determine appropriate next steps *page 47*

2. Approve May 2, 2016, Finance Committee meeting minutes *page 55*

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

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

IX. GENERAL TRIBAL COUNCIL

A. Approve three requests regarding Petitioner Frank Cornelius: four resolutions *page 63*
1) Completed Scheduling General Tribal Council Meetings
2) Fee to Trust Process
3) Freedom of Speech, Press, and Assembly
4) Imposing a Tax on the Business Committee
Sponsor: Lisa Summers, Tribal Secretary

*EXCERPT FROM MARCH 30, 2016: **(1)** Motion by Melinda J. Danforth to table this item for the Tribal Secretary to get in contact with Petitioner Frank Cornelius to try to get this issue resolved by the end of the meeting, seconded by David Jordan. Motion carried unanimously. **(2)** Motion by Lisa Summers to approve scheduling Petitioner Frank Cornelius: To address four resolutions to a Special General Tribal Council on Sunday, August 28, 2016, seconded by Tehassi Hill. Motion carried unanimously.*
*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. Accept financial analysis regarding Petitioner Nancy Barton: To open an Emergency Food Pantry *(Financial analysis not submitted)*
Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM MARCH 9, 2016: 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.
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.

C. Accept legal and financial progress reports and legislative analysis regarding Petitioner Michael Debraska: Special GTC meeting to establish a Health Care Board *page 72*
Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM APRIL 27, 2016: Motion by Melinda J. Danforth to accept the legislative progress report, seconded by Jennifer Webster. Motion carried unanimously.
EXCERPT FROM March 9, 2016: Motion by David Jordan to accept the verified petition from Michael Debraska to establish 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 Trish King. Motion carried unanimously.

D. Accept petition submitted by Michael Debraska regarding Per Capita Distribution *page 78*
Sponsor: Lisa Summers, Tribal Secretary

E. Approve June 13, 2016, Special General Tribal Council meeting materials *page 91*
Sponsor: Lisa Summers, Tribal Secretary

X. STANDING ITEMS *(No Requested Action)*

XI. UNFINISHED BUSINESS

A. Accept legal review; approve Memorandum of Understanding with Brothertown Indian Nation – Contract # 2016-0432; and authorize Tribal Chair and Historic Preservation Officer to sign-off on agreement *page 92*
Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM MARCH 30, 2016: Motion by Lisa Summers to defer this item to the Law Office for a legal review and to defer the approval of the Memorandum of Agreement with Brothertown Indian Nation to the May 11, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.

B. Accept memo from Oneida Land Commission titled Quarterly Reports and Land Commission Representation dated April 26, 2016 *page 96*
Sponsor: Tehassi Hill, Councilman

*EXCERPT FROM APRIL 13, 2016: **(1)** Motion by Lisa Summers to take this item from the table, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Lisa Summers to accept the Land Commission FY '16 1st quarter report and to ask the Land Commission to submit something in writing that indicates why they haven't attended to represent their report, seconded by Trish King. Motion carried unanimously. **(3)** Motion by Lisa Summers to send the Comprehensive Policy Governing Boards, Committees and Commissions section 8-4(d) to the Legislative Operating Committee to bring back a recommendation on how to clarify reporting requirements*

for Boards, Committees, and Commissions, seconded by Fawn Billie. Motion carried unanimously.
EXCERPT FROM MARCH 30, 2016: Motion by Melinda J. Danforth to table the Land Commission FY '16 1st quarter report until a Land Commissioner can be present, seconded by Lisa Summers. Motion carried unanimously.

C. Accept financial analysis and approve final FY '17 Compensation Plan proposal *page 100*
Sponsor: Trish King, Tribal Treasurer

EXCERPT FROM APRIL 27, 2016: Motion by David Jordan to defer this item to the May 11, 2016, regular Business Committee meeting and to direct the Chief Financial Officer and Finance Department work with the Human Resources Department on the financial analysis, seconded by Trish King. Motion carried unanimously.
*EXCERPT FROM APRIL 13, 2016: **(1)** Motion by Lisa Summers to accept the Compensation Plan proposal as information and to forward the item to the Law and Finance Offices for analyses to be brought back to the Business Committee, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Trish King to request the legal and financial analyses be brought back to the April 27 2016, regular Business Committee meeting and that we ask for an option to be prepared that would provide a dollar amount for increases versus a percentage, seconded by Lisa Summers. Motion carried unanimously.*

XII. TABLED BUSINESS *(No Requested Action)*

XIII. NEW BUSINESS

A. Approve request to post one (1) vacancy on the Oneida Personnel Commission *page 104*
Sponsor: Lisa Summers, Tribal Secretary

B. Approve Concept Paper for CIP # 16-008 Oneida Family Fitness Facility Upgrades *page 106*
Sponsor: Don White, Division Director/Governmental Services

C. Approve limited waiver of sovereign immunity – Fox Valley Overhead Door Inc. – Contract # 2016-0409 *page 112*
Sponsor: Louise Cornelius, Gaming General Manager

XIV. TRAVEL

A. TRAVEL REPORTS *(No Requested Action)*

B. TRAVEL REQUESTS

1. **Approve travel request – Councilwoman Jennifer Webster – 26th Annual National Indian Head Start Conference & Tribal Consultation – Washington D.C. – June 5-8, 2016** *page 135*

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

A. OPERATIONAL REPORTS

1. **Accept Internal Services Division FY '16 2nd quarter report** ***(1:30 p.m.-2:00 p.m.)*** *page 148*
   Sponsor: Joanie Buckley, Division Director/Internal Services

2. **Accept Ombudsman FY '16 2nd quarter report** ***(2:00 p.m.-2:15 p.m.)*** *page 162*
   Sponsor: Dianne McLester-Heim, Tribal Ombudsman

3. **Accept Human Resources Department FY '16 2nd quarter report** ***(2:15 p.m.-2:45 p.m.)*** *page 166*
   Sponsor: Geraldine Danforth, Area Manager/Human Resources

4. **Accept Governmental Services Division FY '16 2nd quarter report** ***(2:45 p.m.-3:15 p.m.)*** *page 181*
   Sponsor: Don White, Division Director/Governmental Services

B. CORPORATE REPORTS *(No Requested Action)*

C. BOARDS, COMMITTEES, AND COMMISSIONS

1. **Accept Oneida Commission on Aging FY '16 2nd quarter report** ***(3:15 p.m.-3:25 p.m.)*** *page 232*
   Chair: Wes Martin Jr.
   Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

2. **Accept Oneida Election Board FY '16 2nd quarter report** ***(3:25 p.m.-3:35 p.m.)*** *page 239*
   Chair: Racquel Hill
   Liaison: Melinda J. Danforth

3. **Accept Oneida Gaming Commission FY '16 2nd quarter report** ***(3:35 p.m.-3:45 p.m.)*** *page 241*
   Chair: Mark A. Powless
   Liaison: Brandon Stevens, Councilman

XVI. EXECUTIVE SESSION

A. REPORTS

1. **Accept Chief Counsel report –** Jo Anne House, Chief Counsel *page 244*

A. STANDING ITEMS

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

B. AUDIT COMMITTEE ***(No Requested Action)***

C. UNFINISHED BUSINESS

1. **Approve an option to fill the Organizational Development Specialist position** *page 245*
   Sponsor: Lisa Summers, Tribal Secretary

   EXCERPT FROM JANUARY 27, 2016: Motion by Tehassi Hill to defer this item for ninety (90) days, seconded by Lisa Summers. Motion carried unanimously.
   EXCERPT FROM JANUARY 13, 2016: Motion by Jennifer Webster to defer the remainder of the agenda to the January 27, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.
   EXCERPT FROM SEPTEMBER 23, 2015: Motion by David Jordan to approve Option 2A contained within the memorandum and to re-evaluate the option in ninety (90) days, seconded by Trish King. Motion carried unanimously.

2. **Approve request to place a moratorium on executing new City of Green Bay Service Agreement – Tribal Member** ***(9:30 a.m.-10:15 a.m.)*** *page 253*
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

   EXCERPT FROM APRIL 27, 2016: Motion by Jennifer Webster to defer the request to place a moratorium on executing new City of Green Bay Service Agreement – Tribal Member to the May 11, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.

3. **Accept legal review regarding Complaint # 2016-DR10-01 and approve two requested actions** *page 257*
   Sponsor: Jo Anne House, Chief Counsel

   EXCERPT FROM APRIL 27, 2016: Motion by Jennifer Webster to defer Complaint # 2016-DR10-01 to the Law Office for legal review of the conflict of interest, seconded by Tehassi Hill. Motion carried unanimously.

D. TABLED BUSINESS ***(No Requested Action)***

E. NEW BUSINESS

1. **Review Concern # 2016-CC-06 and determine appropriate next steps** ***(9:00 a.m.-9:30 a.m.)*** *page 259*
   Sponsor: Lisa Summers, Tribal Secretary

2. **Review Complaint # 2016-DR06-03 and determine appropriate next steps** *page 261*
   Sponsor: Tina Danforth, Tribal Chairwoman

3. **Review outstanding request from Oneida Personnel Commission and consider recommendation of Oneida Personnel Commission, made in accordance with §1-4.f of their bylaws** *page 265*
   Sponsor: Lisa Summers, Tribal Secretary

4. **Approve Tribal Member's request to review and receive clarification regarding Dental Department's data breach letter from Oneida Comprehensive Health Division**
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman *page 325*

5. **Accept and acknowledge by letter the resignation of Governmental Services Division Director and assign a sub team of 3-5 Business Committee members to review job description in order to post position** *page 329*
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

XVII. ADJOURN

Posted on the Nation's official website, www.oneida-nsn.gov, at 3:30 p.m., Friday, May 6, 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 meeting packet of the open session materials for this meeting is available to members of the Nation by going to the Members-Only section of the Nation'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: 05 / 11 / 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 April 27-28, 2016, regular meeting minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. April 27-28, 2016, regular meeting minutes
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: Heather Heuer, Info. 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

Regular Meeting & Executive Session
9:00 a.m. Wednesday, April 27, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Executive Session - Reconvened
8:00 a.m. Thursday, April 28, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Minutes - DRAFT

EXECUTIVE SESSION
Present: Chairwoman Tina Danforth, Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster;
Not Present: Secretary Lisa Summers, Councilwoman Fawn Billie;
Arrived at: ;
Others present: Lisa Liggins, Mark Powless, Rich VanBoxtel, Michele Doxtator, Leon Adams, Reynold Danforth, Barb Erickson, Tamara VanSchyndel, Larry Barton, Jo Anne House, Nathan King, Barbara Webster, Matt W. Denny, Mike Troge, Josh Doxtator, Patrick Pelky;

REGULAR MEETING
Present: Chairwoman Tina Danforth, Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster;
Not Present: Secretary Lisa Summers, Councilwoman Fawn Billie;
Arrived at: ;
Others present: Jo Anne House, Heather Heuer, Brad Graham, Bill Graham, Mike Debraska, Kathy Metoxen, Nancy Barton, John Brueninger, Lora Skenandore, Chad Fuss, Dawn Moon-Kopetsky Janice Decorah, Chris Johnson, Mary Graves, Krystal John, RC Metoxen, Lisa Liggins, Madelyn Genskow, Larry Barton, Cathy Metoxen, Leyne Orosco, Brian Doxtator, Mike Hill, Paula King Dessart, April Skenandore, James Petitjean, Marena Bridges, Janice McLester, Candace House, Blanche Mary Adams, Sandra Skenandore, Patrick Pelky, Doug McIntyre, Butch Rentmeester, Jackie Zalim, Scott Cottrell, Dale Wheelock, Rosa Laster, Marianne Close, Geraldine Danforth, Jackie Smith, Michelle Schneider, Tony Smith, Jay Rasmussen, Gabbie Metoxen, Dena Skenandore, Lisa Hill, Candace House, Lora Danforth, Sandra Reveles, Rich VanBoxtel, Tamara VanSchyndel, Matt W. Denny, Tom Danforth, Leon Adams, Michele Doxtator, Barb Erikson;

I. CALL TO ORDER AND ROLL CALL by Chairwoman Tina Danforth at 9:00 a.m.

For the record: Secretary Lisa Summers and Councilwoman Fawn Billie are away on approved travel to attend the Midwest Alliance of Sovereign Tribes (MAST) Impact Week Meeting in Washington D.C.

D R A F T

II. OPENING by Councilman Tehassi Hill

A. Special Recognition for Years of Service
Sponsor: Geraldine Danforth, Area Manager/Human Resources Department

Special Recognition by Laura Laitinen-Warren of Jacqueline Smith (25 years); Special Recognition by Chad Fuss of Reese Hill for (25 years); Special Recognition by the Oneida Nation Veterans Affairs Committee of Cristina Danforth (25 years); and Special Recognition by Geraldine Danforth of the following individuals who were not present: Cindy Vandenberg for 25 years of service, Victoria Blaker for 25 years of service, and Celestine Denny for 40 years of service.

III. ADOPT THE AGENDA (00:14:20)

Motion by Melinda J. Danforth to adopt the agenda as presented, seconded by David Jordan. Motion carried unanimously:

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

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

A. Oneida Library Board – Marena Bridges
Sponsor: Lisa Summers, Tribal Secretary

B. Anna John Residential Centered Care Community Board – Janice McLester, Candace House, Blanche Mary Adams, and Sandra Skenandore
Sponsor: Lisa Summers, Tribal Secretary

V. MINUTES (00:18:25)

A. Approve April 13, 2016, regular meeting minutes
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to approve the April 13, 2016, regular meeting minutes, seconded by Melinda J. Danforth. Motion carried unanimously:

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

VI. RESOLUTIONS (00:18:57)

A. Adopt resolution titled Resolution Approving a Government to Government Agreement for Tribal Transportation Funding and TTP Referenced Funding Agreements (RFA) Fiscal Year 2016
Sponsor: James Petitjean, Interim Assistant Division Director/Development

Motion by Melinda J. Danforth to adopt resolution # 04-27-16-A Resolution Approving a Government to Government Agreement for Tribal Transportation Funding and TTP Referenced Funding Agreements (RFA) Fiscal Year 2016, seconded by Jennifer Webster. Motion carried unanimously:

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

DRAFT

B. Adopt resolution titled Election Law Emergency Amendments
Sponsor: Brandon Stevens, Councilman

Motion by Jennifer Webster to adopt resolution # 04-27-16-B Election Law Emergency Amendments, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

VII. APPOINTMENTS *(No Requested Action)*

VIII. STANDING COMMITTEES (00:28:16)

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

1. Accept April 4, 2016, Legislative Operating Committee meeting minutes

Motion by Melinda J. Danforth to accept the April 4, 2016, Legislative Operating Committee meeting minutes, seconded by Trish King. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

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

1. Approve April 18, 2016, Finance Committee meeting minutes

Motion by Melinda J. Danforth to approve the April 18, 2016, Finance Committee meeting minutes, seconded by Jennifer Webster. Motion carried with one abstention:
Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Abstained: David Jordan
Not Present: Fawn Billie, Lisa Summers

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

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

D R A F T

IX. GENERAL TRIBAL COUNCIL (00:29:25)

Councilman Tehassi Hill departs at 9:33 a.m.
Councilman Tehassi Hill returns at 9:36 a.m.

A. Accept as information the request from John Powless Jr. to withdraw petition regarding Per Capita Distribution
Sponsor: Lisa Summers, Tribal Secretary

Motion by Melinda J. Danforth to accept as information the request from John Powless Jr. to withdraw petition regarding Per Capita Distribution, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Melinda J. Danforth, David Jordan, Tehassi Hill, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

B. Accept legislative progress report regarding Petitioner Michael Debraska: Special GTC meeting to establish a Health Care Board
Sponsor: Brandon Stevens, Councilman

EXCERPT FROM March 9, 2016: Motion by David Jordan to accept the verified petition from Michael Debraska to establish 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 Trish King. Motion carried unanimously.

Motion by Melinda J. Danforth to accept the legislative progress report regarding Petitioner Michael Debraska: Special GTC meeting to establish a Health Care Board, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

X. STANDING ITEMS (00:51:30)

Treasurer Trish King departs at 9:52 a.m.
Treasurer Trish King returns at 9:55 a.m.

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

Motion by Jennifer Webster to accept the update regarding Work Plan for CIP # 14-002 Cemetery Improvements as information, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

D R A F T

B. Accept update from the Constitutional Amendments Implementation Team
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Brandon Stevens to accept the update from the Constitutional Amendments Implementation Team as information, seconded by Trish King. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

Motion by Tehassi Hill to approve Chairwoman Tina Danforth to sign the notification letters to the Oneida of Thames and Oneida Indian Nation, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

Motion by Brandon Stevens to approve the draft letter to the 18-20 year old Tribal Members notifying them of their ability to participate in elections and General Tribal Council meetings, seconded by Trish King. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Lisa Summers

XI. UNFINISHED BUSINESS (1:32:53)

Chairwoman Tina Danforth departs at 10:51 a.m.
Vice-Chairwoman Melinda J. Danforth assumes responsibilities of the Chair.

A. Accept Oneida Total Integrated Enterprises' update as it relates to the February 20, 2016, General Tribal Council Directive
Sponsor: Tehassi Hill, Councilman

*EXCERPT FROM MARCH 30, 2016: **(1)** Motion by Jennifer Webster to direct OTIE to put into place, by April 20, 2016, an enrolled Oneida Member as successor of OTIE, seconded by Lisa Summers. Motion carried unanimously. **(2)** Motion by Lisa Summers to request the Liaison to send correspondence to Oneida Total Integrated Enterprises letting them know that they need to include being an enrolled Oneida as one of the minimum qualifications per the directive, seconded by Melinda J. Danforth. Motion carried unanimously. **(3)** Motion by Melinda J. Danforth to request all Business Committee members to provide Oneida Total Integrated Enterprises with feedback regarding job description and qualifications by Friday, April 1, 2016, seconded by Jennifer Webster. Motion carried with one abstention. **(4)** Motion by Jennifer Webster to direct the Trust and Enrollment Committee to provide mail out information to Oneida Total Integrated Enterprises in order for the job description to be mailed out to every Tribal head-of-household, seconded by Melinda J. Danforth. Motion carried with two abstentions.*

Motion by David Jordan to accept the Oneida Total Integrated Enterprises' update as it relates to the February 20, 2016, General Tribal Council Directive 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

Councilwoman Jennifer Webster departs at 11:13 a.m.
Councilwoman Jennifer Webster returns at 11:17 a.m.
Councilman Tehassi Hill departs at 11:17 a.m.
Councilman Tehassi Hill returns at 11:20 a.m.

D R A F T

B. Approve five (5) requests regarding proposed Compensation Plans and wage/salary increases
Sponsor: Trish King, Tribal Treasurer

*EXCERPT FROM APRIL 13, 2016: **(1)** Motion by Lisa Summers to accept the Compensation Plan proposal as information and to forward the item to the Law and Finance Offices for analyses to be brought back to the Business Committee, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Trish King to request the legal and financial analyses be brought back to the April 27 2016, regular Business Committee meeting and that we ask for an option to be prepared that would provide a dollar amount for increases versus a percentage, seconded by Lisa Summers. Motion carried unanimously.*

Motion by David Jordan to defer this item to the May 11, 2016, regular Business Committee meeting and to direct the Chief Financial Officer and Finance Department work with the Human Resources Department on the financial analysis, 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

XII. TABLED BUSINESS *(No Requested Action)*

XIII. NEW BUSINESS (2:24:07)

A. Approve request to post one (1) vacancy on the Oneida Child Protective Board with a term end date of May 27, 2019
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to approve the request to post one (1) vacancy on the Oneida Child Protective Board with a term end date of May 27, 2019, 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

B. Approve 2016 Semi-Annual Report templates and draft correspondence
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to approve the 2016 Semi-Annual Report templates and draft correspondence, 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

XIV. TRAVEL (2:40:45)

A. TRAVEL REPORTS

1. Accept travel report – Treasurer Trish King – ANA Inspiration-Ladies Professional Golf Association's First Major – Rancho Mirage, CA – March 27-31, 2016

Motion by David Jordan to accept the travel report – Treasurer Trish King – ANA Inspiration-Ladies Professional Golf Association's First Major – Rancho Mirage, CA – March 27-31, 2016, 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

Treasurer Trish King departs at 11:48 a.m.
Treasurer Trish King returns at 11:50 a.m.

2. Accept travel report – Chairwoman Tina Danforth – Meeting with Seneca Nation of Indians – New York – April 7-9, 2016

Motion by David Jordan to accept the travel report – Chairwoman Tina Danforth – Meeting with Seneca Nation of Indians – New York – April 7-9, 2016, 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

3. Accept travel report – Councilwoman Fawn Billie – National Indian Gaming Association (NIGA) 2016 Tradeshow and Convention – Phoenix, AZ – March 13-17, 2016

Motion by Tehassi Hill to accept the travel report – Councilwoman Fawn Billie – National Indian Gaming Association (NIGA) 2016 Tradeshow and Convention – Phoenix, AZ – March 13-17, 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

B. TRAVEL REQUESTS

1. Enter E-poll results into the record for approved travel request – Chairwoman Tina Danforth – Meeting with Seneca Nation of Indians – New York – April 7-9, 2016

Motion by David Jordan to enter the E-poll results into the record for approved travel request – Chairwoman Tina Danforth – Meeting with Seneca Nation of Indians – New York – April 7-9, 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

D R A F T

2. **Approve travel request – Councilman Brandon Stevens – Spring Haskell Board of Regents Meeting – Lawrence, KS – May 3-6, 2016**

Motion by David Jordan to approve the travel request – Councilman Brandon Stevens – Spring Haskell Board of Regents Meeting – Lawrence, KS – May 3-6, 2016, noting this travel is grant funded, seconded by Trish King. Motion carried with one opposed and one abstention:

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

Motion by David Jordan to direct the Tribal Secretary's Office to update resolution # 04-22-15-F Appointment of Brandon Stevens, Council Member on behalf of the Oneida Tribe to the Haskell Indian Nations University Board of Regents and identify Norbert Hill, Jr., as Alternate, with "Oneida Nation" in place of "Oneida Tribe of Indians of Wisconsin", seconded by Tehassi. Motion carried unanimously:

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

3. **Approve travel request – Chairwoman Tina Danforth – 11th Annual Philanthropy Institute "Raising Impact with Native Voices" Conference – San Diego, CA – May 24-27, 2016**

Motion by David Jordan to approve the travel request – Chairwoman Tina Danforth – 11th Annual Philanthropy Institute "Raising Impact with Native Voices" Conference – San Diego, CA – May 24-27, 2016, seconded by Brandon Stevens. Motion carried with Vice-Chairwoman Melinda J. Danforth voting in support breaking the tie:

Ayes:	David Jordan, Brandon Stevens
Opposed:	Tehassi Hill, Jennifer Webster
Abstained:	Trish King
Support tie breaker:	Melinda J. Danforth
Not Present:	Tina Danforth, Fawn Billie, Lisa Summers

Motion by David Jordan to recess at 12:17 p.m. and to reconvene at 1:30 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

Meeting called to order by Vice-Chairwoman Melinda J. Danforth at 1:31 p.m.

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

XV. REPORTS (3:16:36) *(This section of the agenda is scheduled to begin at 1:30 p.m.)*

A. OPERATIONAL REPORTS

Treasurer Trish King arrives at 1:48 p.m.
Councilman Tehassi Hill departs at 1:49 p.m.
Councilman Tehassi Hill returns at 2:02 p.m.
Treasurer Trish King departs at 2:03 p.m.

D R A F T

1. **Accept Oneida Housing Authority FY '16 2nd quarter report** ***(1:30-2:00)***
   Sponsor: Scott Denny, Operations Manager/Oneida Housing Authority

Motion by Tehassi Hill to accept the Oneida Housing Authority FY '16 2nd quarter report, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Trish King, Lisa Summers

B. CORPORATE REPORTS ***(No Requested Action)***

C. BOARDS, COMMITTEES, AND COMMISSIONS

1. **Accept Oneida Nation Veterans Affairs Committee FY '16 2nd quarter report** ***(2:00-2:10)***
   Chair: Mike Hill
   Liaison: Jennifer Webster, Councilwoman

Motion by Tehassi Hill to accept the Oneida Nation Veterans Affairs Committee FY '16 2nd quarter report, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Trish King, Lisa Summers

2. **Accept Oneida Pow Wow Committee FY '16 2nd quarter report and approve three (3) additional committee meetings during month of June 2016** ***(2:10-2:20)***
   Vice-Chair: Tonya Webster
   Liaison: Fawn Billie, Councilwoman

Motion by Brandon Stevens to accept the Oneida Pow Wow Committee FY '16 2nd quarter report and approve three (3) additional committee meetings during month of June 2016, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Trish King, Lisa Summers

Chairwoman Tina Danforth arrives at 2:23 p.m. and resumes responsibility of the Chair.

3. **Accept Oneida Police Commission FY '16 2nd quarter report** ***(2:20-2:30)***
   Chair: Bernie John-Stevens
   Liaison: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to accept the Oneida Police Commission FY '16 2nd quarter report, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Melinda J. Danforth, Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster
Not Present: Fawn Billie, Trish King, Lisa Summers

Vice-Chairwoman Melinda J. Danforth departs at 2:48 p.m.

4. **Accept Southeast Oneida Tribal Services Advisory Board FY '16 2nd quarter report** ***(2:30-2:40)***
   Chair: Daniel Schiller
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to accept the Southeast Oneida Tribal Services Advisory Board FY '16 2nd quarter report, seconded by Brandon Stevens. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster
Not Present: Melinda J. Danforth, Fawn Billie, Trish King, Lisa Summers

D R A F T

XVI. EXECUTIVE SESSION (4:50:30)

Vice-Chairwoman Melinda J. Danforth returns at 3:06 p.m.

Motion by Tehassi Hill to go into Executive Session at 3:09 p.m. on April 27, 2016, seconded by Brandon Stevens. Motion carried unanimously:

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

Motion by David Jordan to recess at 4:55 p.m. on April 27, 2016, and to reconvene at 8:00 a.m. on April 28, 2016, seconded by Jennifer Webster. Motion carried unanimously:

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

Meeting called to order by Vice-Chairwoman Melinda J. Danforth at 8:10 a.m. on April 28, 2016

Chairwoman Tina Danforth, Secretary Lisa Summers, Councilwoman Fawn Billie, and Councilman Brandon Stevens not present on April 28, 2016.

Motion by David Jordan to come out of Executive Session at 9:24 a.m. on April 28, 2016, seconded by Tehassi Hill. Motion carried unanimously:

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

B. REPORTS

1. Accept Intergovernmental Affairs and Communications report – Nathan King, Director

Motion by Tehassi Hill to accept the Intergovernmental Affairs and Communications report, seconded by Jennifer Webster. Motion carried unanimously:

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

Motion by David Jordan to direct the Intergovernmental Affairs and Communications Department to develop correspondence that the Business Committee will send to all Tribal Operations notifying them of the new brand and the Business Committee's directive to transition letterhead, envelopes, business cards, and email signatures to the new brand by the end of FY-2017, seconded by Jennifer Webster. Motion carried unanimously:

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

2. Accept Chief Financial Officer report – Larry Barton, Chief Financial Officer

Motion by Jennifer Webster to accept the Chief Financial Officer 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

D R A F T

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

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

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

a) **Approve 1st Amendment to Attorney Contract # 2015-1098**

Motion by Jennifer Webster to approve the 1st Amendment to Attorney Contract # 2015-1098, 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

b) **Approve limited waiver of sovereign immunity – Apple Inc.-Direct Customer Agreement – Contract # 2016-0346**

Motion by Jennifer Webster to approve the limited waiver of sovereign immunity – Apple Inc.-Direct Customer Agreement – Contract # 2016-0346, seconded by Tehassi Hill. Motion carried unanimously:

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

c) **Determine how to address YouTube video postings of General Tribal Council meetings**

Motion by Jennifer Webster to approve the Tribal Secretary filing copyright and any other legal requests to remove General Tribal Council videos from YouTube channel, seconded by Tehassi Hill. Motion carried unanimously:

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

Motion by Jennifer Webster to approve 1st Amendment to Attorney Contract # 2015-0478, 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

B. STANDING ITEMS

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

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

Motion by David Jordan to accept the Oneida Golf Enterprise – Ladies Professional Golf Association update as information, seconded by Tehassi Hill. Motion carried unanimously:

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

D R A F T

C. AUDIT COMMITTEE

Sponsor: Councilman Tehassi Hill, Chair

1. Accept March 10, 2016, Audit Committee meeting minutes

Motion by David Jordan to accept the March 10, 2016, Audit Committee meeting minutes, seconded by Tehassi Hill. Motion carried unanimously:

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

2. Accept April 8, 2016, Audit Committee meeting minutes

Motion by David Jordan to accept the April 8, 2016, Audit Committee meeting minutes, seconded by Tehassi Hill. Motion carried unanimously:

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

D. UNFINISHED BUSINESS

1. Accept transition team update regarding new Comprehensive Housing Division

Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

EXCERPT FROM APRIL 13, 2016: Transition team update deleted at the adoption of the agenda.
EXCERPT FROM MARCH 30, 2016: Motion by Lisa Summers to approve the continuation of additional duties compensation for Division Director of Land Management until June 31, 2016, seconded by Tehassi Hill. Motion carried unanimously.
*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.*

Motion by Jennifer Webster to accept the transition team update regarding new Comprehensive Housing Division as information, seconded by Tehassi Hill. Motion carried unanimously:

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

2. Accept update regarding Complaint # 2015-DR11-01

Sponsor: David Jordan, Councilman

EXCERPT FROM MARCH 30, 2016: Motion by David Jordan to defer the update regarding Complaint # 2015-DR11-01 to the April 27, 2016, regular Business Committee meeting, seconded by Jennifer Webster.
EXCERPT FROM MARCH 9, 2016: 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.
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.

D R A F T

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 Jennifer Webster to defer Complaint # 2015-DR11-01 to the May 25, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously:

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

3. Accept update regarding # 2015-DR11-02
Sponsor: David Jordan, Councilman

EXCERPT FROM MARCH 30, 2016: Motion by David Jordan to defer the update regarding Complaint # 2015-DR11-02 to the April 27, 2016, regular Business Committee meeting, seconded by Jennifer Webster.
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.

Motion by Jennifer Webster to defer Complaint # 2015-DR11-02 to the May 25, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously:

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

4. Accept update regarding Complaint # 2015-DR14-01
Sponsor: David Jordan, Councilman

EXCERPT FROM MARCH 30, 2016: Motion by David Jordan to defer the update regarding Complaint # 2015-DR14-01 to the April 27, 2016, regular Business Committee meeting, seconded by Jennifer Webster.
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.

Motion by Jennifer Webster to defer Complaint # 2015-DR14-01 to the May 25, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously:

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

D R A F T

5. **Accept update from Gaming Commission, Retail, Finance, and Gaming regarding Surveillance System Replacement Project** ***(2:45 -3:15)***
   Sponsor: Lisa Summers, Tribal Secretary

   *EXCERPT FROM APRIL 13, 2016: **(1)** Motion by Lisa Summers to request that the team working on this item meet and collaborate on how to proceed and bring back this item to the April 27, 2016, regular Business Committee meeting for an update, seconded by Jennifer Webster. Motion carried unanimously. **(2)** Motion by Lisa Summers to defer a policy development on this issue to the Internal Services/MIS Department to bring back a recommendation on a transition plan which moves the Nation towards a long-term systems alignment and for this draft plan to be brought back to the July 13, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously. **(3)** Motion by David Jordan to request all the teams that were to be brought together and put under one team for a RFP to be vetted out and be transparent, seconded by Lisa Summers. Motion carried unanimously.*

Motion by David Jordan to accept the update from the Gaming Commission, Retail, Finance, and Gaming regarding Surveillance System Replacement Project and to request that the agreed upon action plan be placed in writing and signed by all affected parties, seconded by Tehassi Hill. Motion carried unanimously:

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

E. TABLED BUSINESS *(No Requested Action)*

F. NEW BUSINESS

1. **Approve limited waiver of sovereign immunity – Green Bay Metropolitan Sewerage District-Silver Creek – Contract # 2016-0291**
   Sponsor: Patrick Pelky, Division Director/Environmental Health & Safety

Motion by David Jordan to approve the limited waiver of sovereign immunity – Green Bay Metropolitan Sewerage District-Silver Creek – Contract # 2016-0291, seconded by Tehassi Hill. Motion carried unanimously:

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

2. **Approve request to place a moratorium on executing new City of Green Bay Service Agreement – Tribal Member**
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Jennifer Webster to defer the request to place a moratorium on executing new City of Green Bay Service Agreement – Tribal Member to the May 11, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously:

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

3. **Defer Outagamie County Service Agreement to Law Office for review**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to direct the Law Office to review the Service Agreements with the Town of Oneida and Outagamie County regarding permitting processes and identifying alternative solutions, 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

D R A F T

4. **Approve subcommittee's recommendations to fill Interim Assistant Development Division Director position**
   Sponsor: Tehassi Hill, Councilman

Motion by Tehassi Hill to approve the subcommittee's recommendations in the memo dated April 19, 2016, regarding the Interim Assistant Development Division Director position for a one year period, seconded by Trish King. Motion carried with one abstention:

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

5. **Review Complaint # 2016-DR10-01 and determine appropriate next steps**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to defer Complaint # 2016-DR10-01 to the Law Office for legal review of the conflict of interest, seconded by Tehassi Hill. Motion carried unanimously:

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

6. **Review Tribal employee's complaint and determine appropriate next steps**
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Trish King to direct Vice-Chairwoman Melinda J. Danforth to send a response to the employee and to defer the discussion to the next Business Committee work meeting, seconded by Tehassi Hill. Motion carried unanimously:

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

7. **Enter E-poll results in the record for failed request to provide Ho-Chunk Nation with a copy of Oneida Nation's IHS Multi-Year Funding Agreement**
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Jennifer Webster to enter the E-poll results in the record for failed request to provide Ho-Chunk Nation with a copy of Oneida Nation's IHS Multi-Year Funding Agreement, seconded by Tehassi Hill. Motion carried unanimously:

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

b) Reconsider request for approval to provide Ho-Chunk Nation with a copy of Oneida Nation's IHS Multi-Year Funding Agreement

Motion by Jennifer Webster to reconsider the request for approval to provide Ho-Chunk Nation with a copy of Oneida Nation's IHS Multi-Year Funding Agreement, seconded by Tehassi Hill. Motion carried unanimously:

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

Motion by Tehassi Hill to approve the request to provide the Ho-Chunk Nation with a copy of Oneida Nation's IHS Multi-Year Funding Agreement with all numbers redacted from the Funding Agreement, seconded by Jennifer Webster. Motion carried unanimously:

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

D R A F T

8. Review Concern # 2016-CC-03 and determine appropriate next steps
Sponsor: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to forward the portion of the complaint regarding the employee to the appropriate Supervisor and to direct Chairwoman Tina Danforth to provide a response to the complainant indicating the Business Committee has reviewed the complaint and it is considered closed, seconded by Tehassi Hill. Motion carried unanimously:

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

9. Review Concern # 2016-CC-04 and determine appropriate next steps
Sponsor: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to direct Chairwoman Tina Danforth to provide a response to the complainant indicating the Business Committee has reviewed the complaint and it is considered closed, 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

II. ADJOURN

Motion by David Jordan to adjourn at 9:35 a.m. on April 28, 2016, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Tehassi Hill, David Jordan, Trish King, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens, 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: 5 / 11 / 16

2. General Information:

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

Resolution Request

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Request a resolution in support of the Oneida Farms annual buffalo grant application

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Application packet
2.
3.
4.

☒ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Larry Barton, Chief Financial Officer

Primary Requestor/Submitter: Donald Miller, Grants Department Chief Steven / Director Grants 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:

Annually the InterTribal Buffalo Council offers its member the opportunity to apply for a grant to support the continued development of their Tribes/Nations buffalo herd. The Oneida farm, on behalf of the "Oneida Seventh Generation Bison Project" has applied for and received an annual grant of $27,000.00 or more. The grantor, the InterTribal Buffalo Council, requires that all applications include either a signed resolution from the Tribe/Nations Business Committee or a document signed by an individual authorized to sign on the Nations behalf.

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

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 Resolution # __-__-__-_
2016 InterTribal Buffalo Council, Buffalo Herd Development Grant

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 has determined that the overall goal of the Oneida Nation is to protect, maintain and improve the standard of living and the environment in which the Oneida people live; and

WHEREAS, the Oneida Seventh Generation Bison Project promotes food sovereignty and self-sufficiency and is an integral component of the Oneida Community Integrated Food System (OCIFS) because it provides high quality, hormone-free, traditional bison meat products for the improved health and well-being of the Oneida Community; and

WHEREAS, the Oneida Tribe of Indians of Wisconsin is committed to maintaining long-term support for the Oneida Seventh Generations Bison Project; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Nation authorizes and supports the Oneida Farm's submission of a grant application to the InterTribal Buffalo Council for the purposes of restoring and supporting the Oneida Seventh Generations Bison Project in a manner that is culturally, ecologically and economically self-sustaining. The official Tribal representative to the InterTribal Buffalo Council shall be Jeff Scofield, Agricultural Director and his alternate shall be Larry Barton, Chief Financial Officer.

GRANT: 2016 Intertribal Buffalo Council Buffalo Herd Development Grant

PROGRAM: Oneida Seventh Generations Bison Project, Oneida Farm

PROGRAM DIRECTOR: Jeff Scofield, Agricultural Director/Project Director-Oneida Farm

GRANT AMOUNT: $70,000.00

MATCH: None

SYNOPSIS:
Annually the InterTribal Buffalo Council offers its member the opportunity to apply for a grant to support the continued development of their Tribes/Nations buffalo herd. The Oneida farm, on behalf of the "Oneida Seventh Generation Bison Project" has applied for and received an annual grant of $27,000.00 or more. The grantor, the InterTribal Buffalo Council, requires that all applications include either a signed resolution from the Tribe/Nations Business Committee or a document signed by an individual authorized to sign on the Nations behalf.

INTERTRIBAL
—BUFFALO—
COUNCIL

InterTribal Buffalo Council
2497 West Chicago Street
Rapid City, SD 57702
Phone: (605) 394-9730
Fax: (605) 394-7742
Website: www.itbcbison.com

MEMORANDUM

DATE: April 1, 2016

TO: ITBC Member Tribes

FROM: Jim Stone, Executive Director

RE: FY 2016 Herd Development Grant Proposals

Attached are the guidelines and a scoring review sheet for the FY 2016 Herd Development Grant Program.

Once the proposals are received in the office they will be reviewed as follows:

1. All proposals will be grouped into three categories based on herd size.
2. Each category will receive a base funding amount that will be dependent upon herd size.
3. The remaining funds will be divided equally amongst the three categories and distributed through competition within the category and based on proposal score.

The schedule for the process is included in the guidelines.

The deadline to turn in the FY2016 Herd Development Grant Proposals is June 1, 2016 by close of business 5:00p.m. MST!!

If you have any questions, please contact Kristine Reed at (605) 394-9730.

2016 HERD DEVELOPMENT GRANTS
GRANT APPLICATION GUIDELINES

Section I. Eligibility

Member Tribes who are "voting members" of the Inter Tribal Buffalo Council (ITBC) are eligible to submit a proposal for FY16 funding to the Herd Development Grant Program.

In order to be determined a "voting member" Tribes must:

1. Pay dues by October 1 of each year,

Members who fail to pay dues by October 1st will be designated "inactive members" of the Corporation and are ineligible for the Herd Development Grant Program and to receive other ITBC services, including but not limited to, funding, surplus bison, and reimbursement for travel costs to attend meetings.

Please note that the ITBC office may require submission of a One-Page Concept Paper by required deadlines approved of by the ITBC Board of Directors before acceptance of your proposal for review and scoring. If the documents are not on file, your proposal will be returned without review and scoring. Tribes who have received the previous year's grant funding must have these funds contracted from ITBC by June 1, 2015 in order to be eligible for the FY 2016 funding.

Section II. Scope

Funds for single year or one year phase of multi year projects will be awarded through a competitive grant process. Emphasis will be given to projects that will enhance long term sustainability of Tribal Bison Programs, establishment of new bison restoration projects and infrastructure/rangeland improvements to enhance or assist management and restoration of the overall bison program that is compatible with spiritual and cultural beliefs and practices.

Section III. Format Guidelines

Proposals must in the ITBC office by close of business (5:00 p.m. – MST) on **June 1, 2016.** Documents may be in hard copy form or submitted electronically. It is the responsibility of the Tribe to verify that electronic submissions were received by ITBC. Proposals shall be submitted on standard sized paper with a Table of Contents, numbered pages and securely stapled or bound.

A **Tribal Council Resolution** or document with similar authority signed by a person authorized to act on behalf of the Tribe must be included with the proposal by due date and indicate Tribal knowledge and support for the proposal.

Section IV. Project Abstract (brief overview of proposal – 2 page maximum)
This section of the proposal will include:

- Identification of the Tribe submitting the proposal and locations of Tribes;
- Indicate the duration of the bison project (1 year, or which phase of larger project);
- Names, addresses, telephone, email or other contact information for the project director;
- Names and affiliation of any project collaborators;
- Brief list of projects to undertake with grant funds;
- Brief summary of work to be performed;
- Total annual project cost;
- Total amount of funds requested for current year.

Section V. Proposal Narrative (10 pages maximum)

The narrative will include:

- Brief Background of the Tribe's bison project, including date of inception, number of animals;
- Objectives of the bison project;
- Explanation of how project will enhance the overall purposes of the Inter Tribal Buffalo Council Priorities which are outlined in Section II: Scope of this document;
- Methods the Tribe intends to implement to achieve project objectives;
- Location and description of land base for project including size of pasture for animals, carrying capacity of pasture, infrastructure (include a map/photos if possible);
- Budget & Budget Narrative;
- Description of project management;
- Impacts; and
- Methods for Project evaluation
- Copy of annual report from last grant awarded.

Section VI. Reporting Requirements

An annual report must be submitted on September 30 of the following year (2017) or 30 days following the grant end date. If the grant obligations have not been met or there needs to be a modification of the grant following the award, Tribes are to submit a brief description of how the money will be spent to the Executive Director 30 days prior to the end of the grant. This modification however, still needs to be in line with the original objectives and scope of work of the grant and a new budget modification must be submitted if money will be spent differently than stated in the grant.

Reporting Requirements –

1. Brief paragraph on the background of the project.

2. State objectives of the grant and in 3 to 4 sentences state how the objectives were met.
3. Scope of work – state in one or two paragraphs how the objectives that were met enhanced the overall bison project.
4. Budget – state how the money was used to meet the objectives of the grant.
5. Submit a final budget of how the money was expended.
6. Problems, concerns or questions – state in one or two paragraphs any problems encountered during the grant; modifications made (if any); concerns of the bison project and how future grants might be used; and questions to forward to the staff and ITBC board to enhance the overall granting opportunity.
7. The report is limited to two pages excluding the final expenditures.

Section VII. Schedule

April 1, 2016	Request for proposals sent out to Tribes
June 1, 2016	Proposal submission deadline
July 15, 2016	Initial funding notifications sent out
July 29, 2016	Appeals deadline
August 15, 2016	Appeals determinations made and sent out
	Final funding notifications sent out
November 15, 2016	Contract and scope of work back to ITBC office
December 15, 2016	Contract money sent to Tribes

Section VIII. Award Notification

The ITBC Office will notify all Tribes regarding the score of their proposals and resulting level of funding. Tribes may appeal the decision of the Proposal Review Committee in accordance with the ITBC Appeals Process. Upon completion of the Appeals Process Tribes will be notified of their final funding amount.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 11 / 16

2. General Information:

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

Agenda Header: Resolution: Marriage License Fee Schedule

☐ Accept as Information only

☒ Action - please describe:

Adopt the attached resolution.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. statement of effect
2. marriage license fee schedule
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Larry Barton, Chief Financial Officer

Primary Requestor: Tonya Webster / License Administrator
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation

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 Resolution # __-__-__-_
Adopting the Marriage License Fee Schedule

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 Marriage Law requires applicants pay the required fees for a license, but is silent as to the method for how the fees are to be set; and

WHEREAS, the common procedure for setting similar fees is for the Oneida Business Committee to adopt a resolution for a Marriage License Fee Schedule upon the recommendation of the department administering the law; and

WHEREAS, the Oneida Licensing Department recommends that the Oneida Business Committee consider adopting the attached Marriage License Fee Schedule; and

WHEREAS, the adoption of this schedule will allow the Oneida Licensing Department to impose the attached Marriage License Fee Schedule; and

WHEREAS, the Oneida Licensing Department will be required to forward future changes to the fee schedule to the Oneida Business Committee for consideration.

NOW THEREFORE BE IT RESOLVED, that the Oneida Licensing Department shall notice the Marriage License Fee Schedule by placing it in the Tribal newspaper for at least three (3) issues; and

NOW THEREFORE BE IT FINALLY RESOLVED, that the Oneida Business Committee hereby adopts the attached Marriage License Fee Schedule to be effective June 16, 2016.

Oneida Nation

Legislative Reference Office
P.O. Box 365
Oneida, WI 54155
(920) 869-4376
(800) 236-2214

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

Statement of Effect
Adopting the Marriage License Fee Schedule

Summary

This resolution adopts a fee schedule for marriage licenses effective June 16, 2016.

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

Analysis by the Legislative Reference Office

Adoption of the proposed resolution would result in the attached fee schedule for marriage licenses being adopted effective June 16, 2016. Currently, there is no fee schedule in place for marriage licenses for the Oneida Licensing Department to follow.

Section 71.5-1(e) of the Marriage Law specifically states that "[t]he applicants pay the required fee" in order to be issued a marriage license. However, the Law is silent as to how these fees are to be set. Considering how other similar fee schedules are adopted as guidance, generally the Oneida Business Committee adopts a resolution for the new fee schedule upon the recommendation of the Department administering the Law/Policy. See the Motor Vehicle Registration Law at section 51.4-2; See Public Use of Tribal Land Laws at section 38.7(a). In the Marriage Law at section 71.3-1(c), the Oneida Licensing Department "is responsible for administering and issuing licenses in accordance with Oneida laws". Using the common procedure, the Oneida Business Committee would adopt a resolution issuing a Marriage License Fee Schedule upon the recommendation of the Oneida Licensing Department.

The Oneida Licensing Department has recommended that the attached Marriage License Fee Schedule be adopted. The adoption of this schedule will allow the Oneida Licensing Department to impose the listed fees. The Oneida Licensing Department will be required to forward future changes to the fee schedule to the Oneida Business Committee for consideration.

The Marriage License Fee Schedule lists two types of fees: filing fee, and mistake fee. The "filing fee" is a standard one-hundred dollars ($100.00) fee mentioned in section 71.5-1(e) of the law. The "mistake fee" is a ten dollar ($10.00) fee for fixing mistakes once the marriage

documents have been officially submitted to the Oneida Licensing Department. The filing fee is less than the fee of Brown County which has is an one-hundred and fifteen dollars ($115.00) fee.

Conclusion

There are no legal bars to adopting the resolution. In accordance with the resolution, the Marriage License Fee Schedule, if adopted, would be effective June 16, 2016.

Oneida Marriage License Fee Schedule

Fee Amount	Type of Fee	Reason for Fee
$100	Filing Fee	A standard filing fee for a marriage license.
$10	Mistake Fee	A fee for changing the marriage license application after it has been submitted.
*Effective June 16, 2016		

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 16

2. General Information:

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

Agenda Header: Appointments

☐ Accept as Information only

☒ Action - please describe:

BC approval to appoint Marena Bridges and Dawn Walschinski to the Oneida Arts Board.

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: 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.

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

BUSINESS COMMITTEE

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.

P.O. Box 365 • Oneida, WI 54155
Telephone: 920-869-4364 • Fax: 920-869-4040

TO: **Oneida Business Committee**

FROM: **Chairwoman Tina Danforth** CSD

DATE: **May 2, 2016**

RE: **Oneida Arts Board**

****

There were 2 applicants for 3 vacancies on the Oneida Arts Board. The applicants were Dawn Walschinski and Marena Bridges.

The candidates are qualified to serve. In accordance with Article VI, Section 6-2 (c) of the Commission Policy Governing Boards, Committees and Commissions, I recommend Dawn Walschinski and Marena Bridges to be appointed to serve on the Oneida Arts Board.

Thank You.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 16

2. General Information:

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

Agenda Header: Appointments

☐ Accept as Information only

☒ Action - please describe:

BC approval to appoint Patricia Moore (to finish term 8/14/16) and Candace House (to finish term 11/12/17) to the Election Board.

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: 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 Tribe of Indians of Wisconsin

BUSINESS COMMITTEE

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

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P.O. Box 365 • Oneida, WI 54155
Telephone: 920-869-4364 • Fax: 920-869-4040

TO: **Oneida Business Committee**

FROM: **Chairwoman Tina Danforth** CSD.

DATE: **May 2, 2016**

RE: **Election Board**

****

There were 2 applicants for 2 vacancies on the Election Board. The applicants were Patricia Moore and Candace House.

The candidates are qualified to serve. In accordance with Article VI, Section 6-2 (c) of the Commission Policy Governing Boards, Committees and Commissions, I recommend Patricia Moore to finish the term for 8/14/16 and Candace House for the term 11/12/17 to be appointed to serve on the Election Board.

Thank You.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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 LOC meeting minutes of April 20, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. LOC meeting minutes of April 20, 2016
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: Submitted by: Krystal John, Staff Attorney/LRO
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation

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
April 20, 2016 9:00 a.m.

Present: Brandon Stevens, Tehassi Hill, Fawn Billie
Excused: Jennifer Webster, David P. Jordan
Others Present: Taniquelle Thurner, Krystal John, Douglass McIntyre, Maureen Perkins, Rae Skenandore, Leyne Orosco, Bill Graham, Bradley Graham, Mary Cornelissen, Bonnie Pigman, Dianne McLester-Heim, Mike Debraska *(via videoconference from SEOTS)*

I. Call to Order and Approval of the Agenda

Brandon Stevens called the April 20, 2016 Legislative Operating Committee meeting to order at 9:00 a.m.

Motion by Fawn Billie to approve the agenda; seconded by Tehassi Hill. Motion carried unanimously.

II. Minutes to be approved

1. **April 6, 2016 LOC Meeting Minutes**
   Motion by Tehassi Hill to approve the April 6, 2016 LOC meeting minutes; seconded by Fawn Billie. Motion carried with Fawn Billie abstaining.

III. Current Business

1. **Petition: Debraska – Health Board** *(2:24-6:12)*
   Motion by Tehassi Hill to accept the 45 day update for Petition: Debraska – Health Board and forward to the Oneida Business Committee; seconded by Fawn Billie. Motion carried unanimously.

2. **Fitness for Duty** *(6:13-15:42)*
   Motion by Fawn Billie to approve the Fitness for Duty Public Meeting packet and to forward to a May 19, 2016 Public Meeting; seconded by Tehassi Hill. Motion carried unanimously.

3. **Marriage Law Amendments** *(15:45-24:01)*
   Motion by Tehassi Hill to forward the Marriage Law Amendments to the Legislative Reference Office for an updated legislative analysis; seconded by Fawn Billie. Motion carried unanimously.

4. **Garnishment Amendments** *(24:05 -25:46)*
   Motion by Tehassi Hill to prepare the Garnishment Amendments for Public Meeting and to schedule a Public Meeting for June 3, 2016; seconded by Fawn Billie. Motion carried unanimously.

5. **Landlord-Tenant Law** *(25:48 - 28:09)*
   Motion by Tehassi Hill to accept the draft Landlord-Tenant Law and forward it to the Legislative Reference Office for a legislative analysis; seconded by Fawn Billie. Motion carried unanimously.

6. **Per Capita Law Amendments** *(28:10 - 31:42)*
   Motion by Tehassi Hill to enter the April 7, 2016 e-poll results for the Per Capita Law Amendments; seconded by Fawn Billie. Motion carried unanimously.

   Note: the April 7th 2016 e-poll directed the Legislative Reference Office to update the draft Per Capita Law Amendments and legislative analysis to include the revisions discussed in the memo.

   Motion by Tehassi Hill to approve the Per Capita Law Amendments Public Meeting packet, noting one update to be made to the legislative analysis, and deleting one definition from the draft law; seconded by Fawn Billie. Motion carried unanimously.

   Note: the update to the legislative analysis would identify one additional new duty of the Trust Enrollment Department: calculating the amount of attachments. The definition to be deleted is for "proof of education", since there are duplicate definitions.

7. **Leasing Law** *(31:43-32:34)*
   Motion by Fawn Billie to accept the Leasing Law Public Meeting packet and forward to a Public Meeting to be held on May 19, 2016; seconded by Tehassi Hill. Motion carried unanimously.

8. **Code Reorganization Project** *(32:40-46:49)*
   Motion by Tehassi Hill to accept the titles as presented and to direct the Legislative Reference Office to continue with the conversion table; seconded by Fawn Billie. Motion carried unanimously.

IV. New Submissions

1. **Election Law Emergency Amendments** *(46:51-1:06:11)*
   Motion by Fawn Billie to move the amendment lowering the voting age to 18 years old, to emergency status; seconded by Tehassi Hill. Motion carried unanimously.

   Note: All other changes will continue to be processed through the regular process for permanent amendments.

   Motion by Tehassi Hill to forward the Election Law Emergency Amendments packet to the Oneida Business Committee for emergency adoption; seconded by Fawn Billie. Motion carried unanimously.

V. Additions

VI. Administrative Updates

VII. Executive Session

VIII. Recess/Adjourn

Motion by Tehassi Hill to adjourn the April 20, 2016 Legislative Operating Committee meeting at 10:06 a.m.; seconded by Fawn Billie. Motion carried unanimously.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Finance Committee referral to the OBC on the Floyd Acheson Endowment Fund. FC action to accept information from the CFO and forward to the OBC for any action/follow-up.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. FC Mtg Minutes excerpt of 05/02/16
2. CFO memo and backup
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:

The Trust Department asked the Finance Committee on development of endowment. Previous action of the FC requested the CFO for follow up and recommendations. Information is being forwarded back to the OBC and Trust Department /Committee for further action.

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

17. 4th Annual Rezurrected Ridez Car Show

Motion by Wesley Martin, Jr. to approve from the Community Fund $1,000.00 and Twenty-Five (25) Cases of Coca-Cola Products for fundraising at the Fourth Annual Rezurrected Ridez Car Show in Oneida.. Seconded by David Jordan. Motion carried unanimously.

18. DOLM Home Resource Fair

Motion by Larry Barton to approve from the Community Fund ten (10) Cases of Coca-Cola Products for the Department of Land Management's Home Resource Fair. Seconded by Chad Fuss. Motion carried unanimously.

19. UWGB Volleyball Camp for daughter

Motion by Larry Barton to approve from the Community Fund the UWGB Volleyball Camp registration fees for the daughter of the requestor in the amount of $300.00. Seconded by David Jordan. Motion carried unanimously.

20. Southwest HS DECA trip registration fees for son

Motion by David Jordan to approve from the Community Fund the Southwest High School DECA trip registration fees for the son of the requestor in the amount of $200.00. Seconded by Wesley Martin, Jr. Motion carried unanimously.

21. ADD ON: Vida Volunteer Program

Motion by David Jordan to deny this request. Seconded by Wesley Marin, Jr. Motion carried unanimously.

Motion by Larry Barton to defer this request to Oneida Higher Education for their review and or follow up. Seconded by Wesley Martin, Jr. Motion carried unanimously.

22. ADD ON: Oneida Lacrosse –Fundraiser

-See discussion in CF #8 request.

Motion by Larry Barton to approve from the Community Fund Forty-One (41) Cases of Coca-Cola Products for fundraising at the Oneida Classic Lacrosse Tournament. Seconded by David Jordan. Motion carried unanimously.

IX. Follow Up:

1. CF Request: Oneida Ten-Year Old Little League

Receipts via e-mail verification from vendors from the FY2015 CF donation were received on 4/14/16. Requestor followed up with individual FY16 Tournament Directors; all information forwarded to Finance; vendors were entered into the system and checks were processed to each of the (4) vendors on behalf of the Oneida Bay Bank Little League-10 year old.

Motion by Larry Barton to accept the follow up information for the previously approved Community Fund item noting contingencies have been met. Seconded by Chad Fuss. Motion carried unanimously.

2. CFO Memo RE: Floyd Acheson Endowment Fund
   Larry Barton, CFO

The CFO provided an additional handout (spreadsheets) along with submitted follow up memo on his recommendations to research for original intent, policy formulation, defer to Law Office regarding

Endowment Laws, SOP's and Policy development before any transfer of funds takes place.

Motion by Wesley Martin to accept the follow-up memo from the CFO regarding this endowment fund and to send it to the next OBC agenda for their review. Seconded by Chad Fuss. Larry Barton abstained. Motion carried.

X. FYI and /or Thank You:

1. ADD ON: FYI: Previously Approved Capital Expenditure on Tier IV expenditures
   Chad Fuss, Gaming Administration

There was a discussion on two Capital Expenditure requests previously approved by the Finance Committee on 3/14/16 re: Faith Technologies and Access, Inc brought forward by Gaming MIS; Chad Fuss provided handout with additional information from the Gaming Capital Expenditures Committee meeting of 4/26/16.

There was a motion to rescind the 3/14/16 FC action approving these two items based on additional information provided today. Seconded by David Jordan. The FC Chair noted action could not be taken as this is an FYI item, but would suggest this be brought back at the next FC Executive Session for further discussion with all parties.

David Jordan accepted the updated information as FYI and defer information and any further action to the next FC meeting in Executive session. Seconded by Larry Barton. Motion carried unanimously.

XI. Adjourn:

Motion by David Jordan to adjourn. Seconded by Patrick Stensloff. Motion carried unanimously. The meeting ended at 12:31 P.M. The next Finance Committee meeting is scheduled for Monday, May 16, 2016 at 10:00 A.M. in the BC Executive Conference Room.

Minutes taken and transcribed by:
Denise Vigue, Executive Assistant in Finance
& Finance Committee Recording Secretary

Finance Committee- E-Poll Minutes Approval Date: May 3, 2016
Oneida Business Committee- FC Minutes- Approval Date: _____

ONEIDA NATION
Finance Administration
P.O. Box 365
Oneida, WI 54155
FAO@oneidanation.org

MEMORANDUM

TO: Oneida Finance Committee

FR: Larry Barton, CFO

DT: April 26, 2016

RE: Acheson Fund

This correspondence serves to respond to formal action by the Finance Committee as follows:

> "Motion by Councilwoman Jennifer Webster to direct the CFO 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 David Jordan. CFO Larry Barton abstained. Motion Carried."

In response to the motion, the important preliminary fact gathering is imperative to developing context or a frame-work toward effective decision making. A series of steps are suggested to provide the necessary detail prior to a specific recommendation as requested by the motion:

1. Historical research is required to provide (ideally) a definitive intent of the donor. Alignment to the intention of the Acheson family with any distributions or scholarship awards is important. Documentation and or testimonial of leadership's perspective at the time the funds were received would be valuable. Request of the Tribal Historian to research the documents and provide determinant facts would assist in any policy development toward the distribution of the Acheson funds.

2. Research of Legal sanction within the Endowments Law and any other applicability is essential to transference of the funds and with it, Fiduciary duty.

3. As part of policy development, applicability of conservative Investment Policies is required.

4. As part of policy development, distributions ideally are accessible, objective with a transparent framework with the appropriate Audit trail and best practices. A model of assessing relevant criteria for allocating specific ranking is required. Eliminating subjectivity within the process of awards or distributions is recommended. Clearly defining eligibility for preferable career tracks may add value toward career development. Further, an independent selection body of community members may add value toward objectivity in selecting recipients.

5. Recommended in the financial structure of this capital pool is distribution of not more than 50% of the prior years earned income/interest to perpetuate continued growth of the principal in perpetuity. Financial modeling may lend insight to future resourcefulness of this pool of dollars. (See Attachment: Sample Modeling is 20 years at a 6% Annual Rate of interest with 50% of earned income distributed annually); Please note the rising income and increased principal value over time;

6. Consensus between the Business Committee and Trust Committee is suggested with the policy development and research completed to make a decision that aligns to the intended strategy with this important capital pool.

In conclusion, the Finance area is available to assist with formulating changes to the Acheson fund. Providing the historical and legal research is incumbent to making prudent decisions surrounding this demonstrable resource. Transfer of management, governance and fiduciary duty as stated requires clear policy and procedures development to ensure fulfillment of required oversight of the Acheson funds. Preserving the principal over time will enable the fund to provide scarce resources for Higher Education into the distant future.

ACHESON FUND

POTENTIALGROWTH AND USAGE OF ENDOWMENT

Principal base $ 1,000,000 Note: 1/2 earnings to principal

Est. earinings rate 6.00%

Year	Principal	earnings	transfer out	Remaining Principal	Aggregate transfer out
base year	$ 1,000,000	$ 60,000	$ 30,000	$ 1,030,000	$ 30,000
year 1	$ 1,030,000	$ 61,800	$ 30,900	$ 1,060,900	$ 60,900
year 2	$ 1,060,900	$ 63,654	$ 31,827	$ 1,092,727	$ 92,727
year 3	$ 1,092,727	$ 65,564	$ 32,782	$ 1,125,509	$ 125,509
year 4	$ 1,125,509	$ 67,531	$ 33,765	$ 1,159,274	$ 159,274
year 5	$ 1,159,274	$ 69,556	$ 34,778	$ 1,194,052	$ 194,052
year 6	$ 1,194,052	$ 71,643	$ 35,822	$ 1,229,874	$ 229,874
year 7	$ 1,229,874	$ 73,792	$ 36,896	$ 1,266,770	$ 266,770
year 8	$ 1,266,770	$ 76,006	$ 38,003	$ 1,304,773	$ 304,773
year 9	$ 1,304,773	$ 78,286	$ 39,143	$ 1,343,916	$ 343,916
year 10	$ 1,343,916	$ 80,635	$ 40,317	$ 1,384,234	$ 384,234
year 11	$ 1,384,234	$ 83,054	$ 41,527	$ 1,425,761	$ 425,761
year 12	$ 1,425,761	$ 85,546	$ 42,773	$ 1,468,534	$ 468,534
year 13	$ 1,468,534	$ 88,112	$ 44,056	$ 1,512,590	$ 512,590
year 14	$ 1,512,590	$ 90,755	$ 45,378	$ 1,557,967	$ 557,967
year 15	$ 1,557,967	$ 93,478	$ 46,739	$ 1,604,706	$ 604,706
year 16	$ 1,604,706	$ 96,282	$ 48,141	$ 1,652,848	$ 652,848
year 17	$ 1,652,848	$ 99,171	$ 49,585	$ 1,702,433	$ 702,433
year 18	$ 1,702,433	$ 102,146	$ 51,073	$ 1,753,506	$ 753,506
year 19	$ 1,753,506	$ 105,210	$ 52,605	$ 1,806,111	$ 806,111
year 20	$ 1,806,111	$ 108,367	$ 54,183	$ 1,860,295	$ 860,295

Principal base $ 1,000,000 Note: 75% earnings to principal

Est. earinings rate 6.00%

Year	Principal	earnings	transfer out	Remaining Principal	Aggregate transfer out
base year	$ 1,000,000	$ 60,000	$ 15,000	$ 1,045,000	$ 15,000
year 1	$ 1,045,000	$ 62,700	$ 15,675	$ 1,092,025	$ 30,675
year 2	$ 1,092,025	$ 65,522	$ 16,380	$ 1,141,166	$ 47,055
year 3	$ 1,141,166	$ 68,470	$ 17,117	$ 1,192,519	$ 64,173
year 4	$ 1,192,519	$ 71,551	$ 17,888	$ 1,246,182	$ 82,061
year 5	$ 1,246,182	$ 74,771	$ 18,693	$ 1,302,260	$ 100,753
year 6	$ 1,302,260	$ 78,136	$ 19,534	$ 1,360,862	$ 120,287
year 7	$ 1,360,862	$ 81,652	$ 20,413	$ 1,422,101	$ 140,700
year 8	$ 1,422,101	$ 85,326	$ 21,332	$ 1,486,095	$ 162,032
year 9	$ 1,486,095	$ 89,166	$ 22,291	$ 1,552,969	$ 184,323
year 10	$ 1,552,969	$ 93,178	$ 23,295	$ 1,622,853	$ 207,618
year 11	$ 1,622,853	$ 97,371	$ 24,343	$ 1,695,881	$ 231,960
year 12	$ 1,695,881	$ 101,753	$ 25,438	$ 1,772,196	$ 257,399
year 13	$ 1,772,196	$ 106,332	$ 26,583	$ 1,851,945	$ 283,982
year 14	$ 1,851,945	$ 111,117	$ 27,779	$ 1,935,282	$ 311,761
year 15	$ 1,935,282	$ 116,117	$ 29,029	$ 2,022,370	$ 340,790
year 16	$ 2,022,370	$ 121,342	$ 30,336	$ 2,113,377	$ 371,126
year 17	$ 2,113,377	$ 126,803	$ 31,701	$ 2,208,479	$ 402,826
year 18	$ 2,208,479	$ 132,509	$ 33,127	$ 2,307,860	$ 435,953
year 19	$ 2,307,860	$ 138,472	$ 34,618	$ 2,411,714	$ 470,571
year 20	$ 2,411,714	$ 144,703	$ 36,176	$ 2,520,241	$ 506,747

ACHESON FUND

POTENTIAL GROWTH AND USAGE OF ENDOWMENT

Principal base $ 1,000,000 Note: 1/2 earnings to principal
Est. earinings rate 5.00%

Year	Principal	earnings	transfer out	Remaining Principal	Aggregate transfer out
base year	$ 1,000,000	$ 50,000	$ 25,000	$ 1,025,000	$ 25,000
year 1	$ 1,025,000	$ 51,250	$ 25,625	$ 1,050,625	$ 50,625
year 2	$ 1,050,625	$ 52,531	$ 26,266	$ 1,076,891	$ 76,891
year 3	$ 1,076,891	$ 53,845	$ 26,922	$ 1,103,813	$ 103,813
year 4	$ 1,103,813	$ 55,191	$ 27,595	$ 1,131,408	$ 131,408
year 5	$ 1,131,408	$ 56,570	$ 28,285	$ 1,159,693	$ 159,693
year 6	$ 1,159,693	$ 57,985	$ 28,992	$ 1,188,686	$ 188,686
year 7	$ 1,188,686	$ 59,434	$ 29,717	$ 1,218,403	$ 218,403
year 8	$ 1,218,403	$ 60,920	$ 30,460	$ 1,248,863	$ 248,863
year 9	$ 1,248,863	$ 62,443	$ 31,222	$ 1,280,085	$ 280,085
year 10	$ 1,280,085	$ 64,004	$ 32,002	$ 1,312,087	$ 312,087
year 11	$ 1,312,087	$ 65,604	$ 32,802	$ 1,344,889	$ 344,889
year 12	$ 1,344,889	$ 67,244	$ 33,622	$ 1,378,511	$ 378,511
year 13	$ 1,378,511	$ 68,926	$ 34,463	$ 1,412,974	$ 412,974
year 14	$ 1,412,974	$ 70,649	$ 35,324	$ 1,448,298	$ 448,298
year 15	$ 1,448,298	$ 72,415	$ 36,207	$ 1,484,506	$ 484,506
year 16	$ 1,484,506	$ 74,225	$ 37,113	$ 1,521,618	$ 521,618
year 17	$ 1,521,618	$ 76,081	$ 38,040	$ 1,559,659	$ 559,659
year 18	$ 1,559,659	$ 77,983	$ 38,991	$ 1,598,650	$ 598,650
year 19	$ 1,598,650	$ 79,933	$ 39,966	$ 1,638,616	$ 638,616
year 20	$ 1,638,616	$ 81,931	$ 40,965	$ 1,679,582	$ 679,582

Principal base $ 1,000,000 Note: 75% earnings to principal
Est. earinings rate 5.00%

Year	Principal	earnings	transfer out	Remaining Principal	Aggregate transfer out
base year	$ 1,000,000	$ 50,000	$ 12,500	$ 1,037,500	$ 12,500
year 1	$ 1,037,500	$ 51,875	$ 12,969	$ 1,076,406	$ 25,469
year 2	$ 1,076,406	$ 53,820	$ 13,455	$ 1,116,771	$ 38,924
year 3	$ 1,116,771	$ 55,839	$ 13,960	$ 1,158,650	$ 52,883
year 4	$ 1,158,650	$ 57,933	$ 14,483	$ 1,202,100	$ 67,367
year 5	$ 1,202,100	$ 60,105	$ 15,026	$ 1,247,179	$ 82,393
year 6	$ 1,247,179	$ 62,359	$ 15,590	$ 1,293,948	$ 97,983
year 7	$ 1,293,948	$ 64,697	$ 16,174	$ 1,342,471	$ 114,157
year 8	$ 1,342,471	$ 67,124	$ 16,781	$ 1,392,813	$ 130,938
year 9	$ 1,392,813	$ 69,641	$ 17,410	$ 1,445,044	$ 148,348
year 10	$ 1,445,044	$ 72,252	$ 18,063	$ 1,499,233	$ 166,411
year 11	$ 1,499,233	$ 74,962	$ 18,740	$ 1,555,454	$ 185,151
year 12	$ 1,555,454	$ 77,773	$ 19,443	$ 1,613,784	$ 204,595
year 13	$ 1,613,784	$ 80,689	$ 20,172	$ 1,674,301	$ 224,767
year 14	$ 1,674,301	$ 83,715	$ 20,929	$ 1,737,087	$ 245,696
year 15	$ 1,737,087	$ 86,854	$ 21,714	$ 1,802,228	$ 267,409
year 16	$ 1,802,228	$ 90,111	$ 22,528	$ 1,869,811	$ 289,937
year 17	$ 1,869,811	$ 93,491	$ 23,373	$ 1,939,929	$ 313,310
year 18	$ 1,939,929	$ 96,996	$ 24,249	$ 2,012,677	$ 337,559
year 19	$ 2,012,677	$ 100,634	$ 25,158	$ 2,088,152	$ 362,717
year 20	$ 2,088,152	$ 104,408	$ 26,102	$ 2,166,458	$ 388,819

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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 May 2, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. FC Mtg Minutes of 5/02/16
2. FC E-Poll approving 5/02/16 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 FINANCE COMMITTEE

May 2, 2016 – 10:00 A.M.

Business Committee Executive Conference Room

REGULAR MEETING MINUTES

Members Present:

Patricia King, Treasurer/FC Chair
David Jordan, BC Council Member
Patrick Stensloff, Purchasing Director
Larry Barton, CFO/FC Vice-Chair
Chad Fuss, Gaming AGM/FC Alternate
Wesley Martin, Jr., Community Elder Member

Members Excused: Jenny Webster, BC Council Member

Others Present: Amii John, Connie Danforth, Kim LaLuzerne, Travis Wallenfang, Bev Somers, Dan Miller, Cathy L. Metoxen, Claudia Skenandore, Rosa Laster, Reese Hill, Dan W. Skenandore, Paul J. Witek, Delia Smith, Curt Summers, Henrietta Cornelius, Tiffany A. Bowles and Denise Vigue, FC recording secretary

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

II. Approval of Agenda: May 2, 2016

Motion by David Jordan to approve the Finance Committee agenda for May 2, 2016 with the two ADD On requests under the Community Fund, the one ADD On request under FYI, and to review the Community Fund items following the approval of the minutes. Seconded by Wesley Martin, Jr. Motion carried unanimously.

III. Approval of Minutes: April 18, 2016 (approved via FC E-Poll on 4/18/16)

Motion by Patrick Stensloff to ratify the FC E-Poll action of April 18, 2015 approving the Finance Committee meeting minutes of April 18, 2015. Seconded by Chad Fuss. Motion carried unanimously.

IV. Tabled Business: No Tabled Business

V. Capital Expenditures:

1. Data Financial
   Kim La Luzerne, Gaming-Table Games

Kim La Luzerne was present to discuss this request: equipment includes new roulette wheels; sensors embedded for more accurate and faster winning number detection; installation & maintenance by vendor. Discussion over the need to include in all sole source requests narrative as to why there is only one vendor and not competitively bid out.

Motion by Larry Barton to approve the Data Financial Capital Expenditure purchase for Table Games supplies in the amount of $105,028.58 contingent upon receipt from Table Games the Sole Source Justification memo. Seconded by Wesley Martin, Jr. Motion carried unanimously.

VI. New Business:

1. Cash Supply Advance
   Tonya Webster, Powwow Committee

Motion by David Jordan to approve the Cash Supply Advance from the Powwow Committee to be used at the Oneida 4th of July Powwow in the amount of $98,750.00. Seconded by Chad Fuss. Motion carried unanimously.

2. McKesson Medical Surgical – PO Increase
   Debra Danforth, OCHC /AJRCCC

Connie Danforth from the AJRCCC Finance Department was present to explain need for the increase to the current Purchase Order; legal review on original request; this is only vendor who offers GSA pricing; needed to recalculate based on maximum bed count serving; she discussed savings from insurance carriers for some of the pharmaceuticals purchased.

Motion by Larry Barton to approve the Purchase Order increase in the amount of $48,000.00 for supplies from McKesson Medical Surgical for the Nursing Home. Seconded by Wesley Martin, Jr. Motion carried unanimously.

3. HealthDirect Services – PO Increase
   Debra Danforth, OCHC /AJRCCC

Connie explained HealthDirect bought out Shopko for these services; they will be working with Purchasing to bid out this year, they have 5 possible vendors.

Motion by Larry Barton to approve the Purchase Order increase in the amount of $175,000.00 for prescription services from HealthDirect Services for the Nursing Home. Seconded by Wesley Martin, Jr. Motion carried unanimously.

4. Michels Corporation –Elder Village-Phase II
   Paul Witek, Engineering Dept.

Paul Witek was present to explain the phase II component for the Elder Village project, to include: connection of some of the roadways-grading, storm sewer, water main, sanitary sewer, curb & gutter and asphaltic pavement work and the utilization of grant funds for the project. There were only two bids for project.

Motion by Wesley Martin, Jr. to approve Phase II for the Elder Village from Michels Corporation in the amount of $128,862.43. Seconded by David Jordan. Motion carried unanimously.

5. MCC, Inc. –Change Order #3-Patio Repair
   Paul Witek, Engineering Dept.

Paul explained the change order for patio repair work in the Green Earth Court due to unique soil composite of the area; contractor provided a refund for some of the costs, an updated handout with correct cost for the change order handed out. There was extended discussion of this project.

Motion by Wesley Martin, Jr. to approve the change order for MCC, Inc. for patio repairs at the Green Earth Court in the corrected amount of $35,295.23. Seconded by Larry Barton. Patrick Stensloff abstained. Motion carried.

6. OTIE – NHC Headstart Project
   Paul Witek, Engineering Dept.

Paul discussed this request for the NHC Headstart remodel / relocation project, this request is for OTIE for the design build portion of the project, there were 2 bids received, based on scoring OTIE ranked first. There was extensive discussion about the project and Indian preference category; Engineering and Purchasing will be doing survey to bring to a future FC meeting on why tribe is not obtaining more bids to projects.

Motion by Larry Barton to approve the OTIE design build contract in the amount of $152,235.00. Seconded by Patrick Stensloff. Motion carried unanimously.

VII. Executive Session:

1. Medical Contract
   Henrietta Cornelius, OCHC

Motion by Wesley Martin, Jr. to go into Executive Session. Seconded by David Jordan. Motion carried unanimously. Time: 11:53 A.M.

Motion by Wesley Martin, Jr. to come out of Executive Session. Seconded by Larry Barton. Motion carried unanimously. Time: 12:15 P.M.

Motion by Wesley Martin, Jr. to defer Purchase Order increase for the Medical Contract back to the OCHC to clarify the request for the compensation increase and amendment to this contract to follow up with Law Office on amended contract/approval in place and bring back to the FC for the next meeting in Executive Session. Seconded by Chad Fuss. David Jordan abstained. Motion carried.

VIII. Community Fund: (all items reviewed after III.)

1. Oneida Nation High School-Graduation

Motion by Larry Barton to approve from the Community Fund Fifteen (15) Cases of Coca-Cola Products for the Oneida Nation High School Graduation/Reception. Seconded by Wesley Martin, Jr. Motion carried unanimously.

2. UWGB Rock Music Academy for son

Motion by David Jordan to approve from the Community Fund the UWGB Rock Music Academy registration fees for the son of the requestor in the amount of $300.00. Seconded by Patrick Stensloff. Motion carried unanimously.

3. Laptop Computer Purchase

Motion by Larry Barton to defer this request to Oneida Social Services, Vocational Rehabilitation and OCHC to ascertain if there are any other funding sources for this request and bring back within 30 days. Seconded by Chad Fuss. Motion carried unanimously.

4. Youth Golf Tournament fees for daughter

Motion by Wesley Martin, Jr. to approve from the Community Fund the Youth Golf Tournament registration fees for the daughter of the requestor in the amount of $247.00. Seconded by David Jordan. Motion carried unanimously.

5. Youth Golf Tournament fees for son

Motion by David Jordan to approve from the Community Fund the Youth Golf Tournament registration fees for the son of the requestor in the amount of $300.00. Seconded by Wesley Martin, Jr. Motion carried unanimously.

6. Lacrosse Individual Showcase for son

Motion by Patrick Stensloff to approve from the Community Fund the Lacrosse camp registration fees for the son of the requestor in the amount of $135.00. Seconded by David Jordan. Motion carried unanimously.

7. Air Force Gymnastics Academy for daughter

Motion by David Jordan to approve from the Community Fund the Air Force Gymnastics Academy registration fees for the daughter of the requestor in the amount of $300.00. Seconded by Wesley Martin, Jr. Motion carried unanimously.

8. 4th of July Powwow Fundraiser

Based on current amount of product remaining for the contract year which ends Jun 30, 2016 changes to larger amounts will need to occur if FC approves for CY15-16.

Motion by Wesley Martin, Jr. to approve from the Community Fund Seventy-Five (75) Cases of Coca-Cola Products for the Powwow Committee's Fundraiser at the Oneida 4th of July Powwow. Seconded by Larry Barton. Motion carried unanimously.

9. I-Pad Pro Purchase

Motion by Larry Barton to defer this request and the following request to Oneida Social Services, Vocational Rehabilitation and OCHC to ascertain if there are any other funding sources for this request and bring back within 30 days. Seconded by Wesley Martin, Jr. David Jordan abstained. Motion carried.

10. I-Pad Pro Purchase

- See action in CF #9 request.

11. Youth & Elder Fishing Day Event

Motion by Wesley Martin, Jr. to approve from the Community Fund Fourteen (14) Cases of Coca-Cola Products for the Oneida Youth & Elder Fishing Day Event. Seconded by Larry Barton. Motion carried unanimously.

12. Elder Services Blaze-a-Trail Dance

Motion by David Jordan to approve from the Community Fund Ten (10) Cases of Coca-Cola Products for the Oneida Elder Services Blaze-a-Trail Dance. Seconded by Wesley Martin, Jr. Motion carried unanimously.

13. Beginner Tennis Lesson fees (AB)

Motion by David Jordan to approve this and the following Community Fund request for Beginner Tennis Lesson fees for the two daughter of the requestor in the amount of $252.00 each. Seconded by Chad Fuss. Motion carried unanimously.

14. Beginner Tennis Lesson fees (EB)

- SEE action taken in CF #13.

15. Middle School Graduation Trip registration fees for daughter

Motion by Larry Barton to approve from the Community Fund the Middle School Graduation trip registration fees for the daughter of the requestor in the amount of $300.00. Seconded by Chad Fuss. Motion carried unanimously.

16. Class Competition Trip registration fees for son

Motion by Larry Barton to approve from the Community Fund the Class Competition trip registration fees for the son of the requestor in the amount of $300.00. Seconded by Patrick Stensloff. Motion carried unanimously.

17. 4th Annual Rezurrected Ridez Car Show

Motion by Wesley Martin, Jr. to approve from the Community Fund $1,000.00 and Twenty-Five (25) Cases of Coca-Cola Products for fundraising at the Fourth Annual Rezurrected Ridez Car Show in Oneida.. Seconded by David Jordan. Motion carried unanimously.

18. DOLM Home Resource Fair

Motion by Larry Barton to approve from the Community Fund ten (10) Cases of Coca-Cola Products for the Department of Land Management's Home Resource Fair. Seconded by Chad Fuss. Motion carried unanimously.

19. UWGB Volleyball Camp for daughter

Motion by Larry Barton to approve from the Community Fund the UWGB Volleyball Camp registration fees for the daughter of the requestor in the amount of $300.00. Seconded by David Jordan. Motion carried unanimously.

20. Southwest HS DECA trip registration fees for son

Motion by David Jordan to approve from the Community Fund the Southwest High School DECA trip registration fees for the son of the requestor in the amount of $200.00. Seconded by Wesley Martin, Jr. Motion carried unanimously.

21. ADD ON: Vida Volunteer Program

Motion by David Jordan to deny this request. Seconded by Wesley Marin, Jr. Motion carried unanimously.

Motion by Larry Barton to defer this request to Oneida Higher Education for their review and or follow up. Seconded by Wesley Martin, Jr. Motion carried unanimously.

22. ADD ON: Oneida Lacrosse –Fundraiser

-See discussion in CF #8 request.

Motion by Larry Barton to approve from the Community Fund Forty-One (41) Cases of Coca-Cola Products for fundraising at the Oneida Classic Lacrosse Tournament. Seconded by David Jordan. Motion carried unanimously.

IX. Follow Up:

1. CF Request: Oneida Ten-Year Old Little League

Receipts via e-mail verification from vendors from the FY2015 CF donation were received on 4/14/16. Requestor followed up with individual FY16 Tournament Directors; all information forwarded to Finance; vendors were entered into the system and checks were processed to each of the (4) vendors on behalf of the Oneida Bay Bank Little League-10 year old.

Motion by Larry Barton to accept the follow up information for the previously approved Community Fund item noting contingencies have been met. Seconded by Chad Fuss. Motion carried unanimously.

2. CFO Memo RE: Floyd Acheson Endowment Fund
   Larry Barton, CFO

The CFO provided an additional handout (spreadsheets) along with submitted follow up memo on his recommendations to research for original intent, policy formulation, defer to Law Office regarding

Endowment Laws, SOP's and Policy development before any transfer of funds takes place.

Motion by Wesley Martin to accept the follow-up memo from the CFO regarding this endowment fund and to send it to the next OBC agenda for their review. Seconded by Chad Fuss. Larry Barton abstained. Motion carried.

X. FYI and /or Thank You:

1. ADD ON: FYI: Previously Approved Capital Expenditure on Tier IV expenditures
   Chad Fuss, Gaming Administration

There was a discussion on two Capital Expenditure requests previously approved by the Finance Committee on 3/14/16 re: Faith Technologies and Access, Inc brought forward by Gaming MIS; Chad Fuss provided handout with additional information from the Gaming Capital Expenditures Committee meeting of 4/26/16.

There was a motion to rescind the 3/14/16 FC action approving these two items based on additional information provided today. Seconded by David Jordan. The FC Chair noted action could not be taken as this is an FYI item, but would suggest this be brought back at the next FC Executive Session for further discussion with all parties.

David Jordan accepted the updated information as FYI and defer information and any further action to the next FC meeting in Executive session. Seconded by Larry Barton. Motion carried unanimously.

XI. Adjourn:

Motion by David Jordan to adjourn. Seconded by Patrick Stensloff. Motion carried unanimously. The meeting ended at 12:31 P.M. The next Finance Committee meeting is scheduled for Monday, May 16, 2016 at 10:00 A.M. in the BC Executive Conference Room.

Minutes taken and transcribed by:
Denise Vigue, Executive Assistant in Finance
& Finance Committee Recording Secretary

Finance Committee- E-Poll Minutes Approval Date: May 3, 2016
Oneida Business Committee- FC Minutes- Approval Date: _____

Oneida Nation
P.O. Box 365
Oneida, WI 54155

MEMORANDUM

TO: Finance Committee

CC: Business Committee

FR: Denise Vigue, Executive Assistant

DT: May 3, 2016

RE: **E-Poll Results of: FC Meeting Minutes of May 2, 2016**

An E-Poll vote of the Finance Committee was conducted to approve the May 2, 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 Wesley Martin, Jr., David Jordan, Larry Barton, Patrick Stensloff and Chad Fuss to approve the May 2, 2016 Finance Committee Meeting Minutes.

The minutes will be placed on the next BC agenda of May 11, 2016 for approval and the next Finance Committee agenda of May 16, 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 Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

1) Cancel the special General Tribal Council meeting of August 28, 2016
2) Schedule a special General Tribal Council meeting on August 10, 2016
3) Add the Frank Cornelius Petition to the August 10, 2016 special General Tribal Council meeting agenda

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. F.Cornelius: four resolutions
2. F.Cornelius: Report to GTC
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, TRIBAL SECRETARY
DATE: MAY 2, 2016
RE: SCHEDULING F. CORNELIUS PETITION

BACKGROUND
On March 30, 2016, the following action took place:
Motion by Lisa Summers to approve scheduling Petitioner Frank Cornelius: To address four resolutions to a special General Tribal Council on Sunday, August 28, 2016, seconded by Tehassi Hill. Motion carried unanimously:

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

Following that meeting, the Chair and Vice-Chair informed the Business Committee, via e-mail, that neither would be available to Chair the special General Tribal Council meeting of August 28, 2016. My office contacted the petitioner to inform him and offer alternate dates.

My office, after confirming available dates with the Radisson Hotel and Conference Center, offered four alternate dates to the Chair's Office. Per the the response from the Chairperson's Assistant, the only date the Chair is available is August 10, 2016. My office then contacted Frank Cornelius to confirm that this date would also work with this schedule.

Requested Action
1) Cancel the special General Tribal Council meeting of August 28, 2016
2) Schedule a special General Tribal Council meeting on August 10, 2016
3) Add the Frank Cornelius Petition to the August 10, 2016 special General Tribal Council meeting 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

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
JUL 22 2015
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
11:35am
INITIALS

GTC RESOLUTION _____

INVESTIGATION INTO
ONEIDA SEVEN GENERATIONS CORPORATION

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 Oneida General Tribal Council can manage all economic affairs, charter subordinate Organizations, and adopt resolutions not inconsistent with the Constitution; and

NOW THEREFOR BE IT RESOLVED that the General Tribal Council directs the Chairperson to request The superintendent of the Bureau of Indian Affairs to conduct an outside forensic Federal audit or investigation into the Seven Generations' operation for possible fraud in their land transactions or other financial improprieties; and

BE IT FURTHER RESOLVED that the General Tribal Council be informed of the following:

A. Who are the leaders in all the limited liability companies
B. Who are all the investors, Indian and non-Indian
C. Who are the stockholders
D. Who are the attorneys
E. Are the LLC officials receiving stipends or a salary
F. What is the relationship of the Business Committee, past and present, to the Seven Generations Corporation, LLC's, or investors, if any.
G. How many LLC's do we have
H. Who are the owners
I. Who are the board members
J. How much do they get paid
K. What do they use for collateral
L. Is Seven Generations' assets co-mingled with tribal property
M. Is Seven Generations' money co-mingled with tribal money;
and

BE IT FURTHER RESOLVED that the Business Committee withdraws Seven Generations' charter Immediately.

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
JUL 22 2015
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS
11:35am

GTC RESOLUTION _____

IMPOSING A TAX ON THE BUSINESS COMMITTEE

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, Article IV, Section 1, Paragraph (f) states only the GTC can promulgate and enforce the levying of TAXES; and

WHEREAS, Article IV(l) of the Oneida Constitution allows the GTC to adopt resolutions regulating the Tribal officials or Tribal organizations; and

WHEREAS, the Business Committee has not followed the GTC motions of 12-15-13 and violated GTC Resolution 11-15-08-C by not reporting anything back to the GTC; and

NOW THEREFOR BE IT RESOLVED that the General Tribal Council by imposing a tax on all the Business Committee members who voted not to dissolve 7 Generations but only restructure, pay $5,000 as reimbursement to the Tribe for spending millions of dollars of our money on 7 Generations; and both the Chairwoman and Tribal Attorney pay twice that amount, for having knowledge of the law and as an accessory, pay $10,000 each; and

BE IT FURTHER RESOLVED that the General Tribal Council directs all the Business Committee members, who voted <u>NOT</u> to dissolve 7 Generations but only restructure, to start paying the tax from their personal accounts to the Oneida Tribal general account within 60 days from now or have the Tribe cancel their per capita until it is all repaid.

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
JUL 22 2015
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
11:35am
INITIALS

GTC RESOLUTION _____

ENFORCING SALARIES FOR
ONEIDA SEVEN GENERATIONS CORPORATION

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, Section IV, Section 1(h) authorizes the Oneida Business Committee "to charter subordinate organizations for economic purposes"; and

WHEREAS, Article IV of the Oneida Constitution Section 1(h) reserves the right to review any action taken by virtue of delegated power; and

WHEREAS, Seven Generations' original charter required that Seven Generations only keep 25% of all the money collected for their operating expenses, and return the remaining 75% back to the Tribe; and

NOW THEREFOR BE IT RESOLVED that the General Tribal Council hereby sets a maximum limit on total salaries of 25% and the operational costs per year for all of the four (4) Seven Generations employees, commencing back in 2008 to date of dissolution, according to the original charter; and

BE IT FURTHER RESOLVED that the General Tribal Council directs the Tribal Attorney to take any and all action necessary to have the employees return the excess profit back to the Tribe in accordance with Article IX(B) using the Federal Courts if necessary, and to commence immediately.

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
JUL 22 2015
11:35am
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

GTC RESOLUTION _____

FREEDOM OF SPEECH, PRESS, AND ASSEMBLY

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, Article VI of the Oneida Constitution allows freedom of press and freedom of speech; and

WHEREAS, the Business Committee has not followed the GTC Resolution 11-15-08-A; and

WHEREAS, the Oneida Constitution and Bill of Rights is supreme; and

WHEREAS, the Indian Civil Rights Act provides "no Indian Tribe exercising powers of self-government, shall make or enforce any law – abridging freedom of speech or freedom of the press"; and

WHEREAS, the United States Constitution guarantees freedom of press, speech and due process; and

NOW THEREFOR BE IT RESOLVED that the Kalihwisaks will print any article from any Oneida unedited, not to exceed 400 words; and

BE IT FURTHER RESOLVED that the Kalihwisaks will print a disclaimer, so as not to be sued.

TO ALL OF THE PEOPLE OF THE ONEIDA NATION: June 2015

After 18 months, 7 Generations is still alive and costing us money. Dissolving 7 Gens is simple and should NOT have taken over 10 days. It is all spelled out in Article XV, Dissolution, in their Charter. It states:

1. By 2/3 of the Corporation Board members and
2. By the Business Committee Resolution, withdrawing the Charter.

Sage Stone told the BC they could dissolve 7 Gens and pay off all the bills in4-6 months but the BC told them to only restructure.

The GTC is the supreme law of the land. They voted to create 7 Gens and now they voted to dissolve 7 Gens. But the BC did not do that.

Seven Gens was notified and were given the chance to defend themselves, but they chose not to do so. They had their own lawyer – the same lawyer who worked for "Natures Way" where we lost over $4 million.

If anyone wanted to sue 7 Gens or the LLC's they could have AFTER it was dissolved; they had their own lawyer. However, because the BC did not do as directed, they got themselves involved.

The BC has abused their position of trust and has not carried out their oath of office. They planned to profit from their scheme of not dissolving 7 Gens and only re-structured 7 Gens in large part, through promoting friends and relatives and giving jobs to their supporters.

It is both fascinating and fitting that the GTC should do their job in accordance with Article IV, Section 1, Paragraph (h) "Charter subordinate organizations – reserving the right to review any action." Now the GTC must correct the BC. For too long the BC never got called out on anything they did. They work for us, sometimes they have to be reminded of that. If they are wrong, it is up to us, the GTC, to correct them in accordance with the rule of law in our Constitution under Article IV, Section 1, Paragraph (i) "to adopt Resolutions regulating Tribal officials."

So we have to clean up and correct the BC for the rest of the Tribe and for our children. If the Oneida leadership had thought about everyone, we most likely would not need this GTC today. Big egos, big money, big corruption like in "Natures Way," cost us $4,000.000.00.

The Chairwoman would be the first to tell you the BC is innocent, at least for now, but the cronies and others in the inner circle, based on the facts that we know from the sworn affidavits and all the testimony from the case on 7 Gens in Illinois, will prove them wrong.

From the attorneys you will find out that we had NO idea what has been going on for the last 10 years.

They hid behind "cooperation-courpet vail-special entity." They put their families in positions thinking there is no one with the fortitude to stop them, until December 15, 2013.

Now they only restructured 7 Gens, they did not dissolve them like they were told to do. They plotted and schemed to keep 7 Gens alive, they meekly hid behind outside studies. In November 2013 they hired McGladery & Pullen for $150,000 and did not like their conclusion, because they told the BC:

1. From a quantitative prospective as of September 30, 2013, the proposed dissolution of OSGC into the Tribe has MINIMAL IMPACT ON THE TRIBE.
2. The Tribe would maintain its ability to meet financial commitments.

So on December 24, 2013 over the phone, they hired an old friend of theirs, who only had one year in business "Sage Stone Management, LLC, for $12,000 a week, and gave him orders to re-structure 7 Gens. They also hired the highest paid financial firm in the state of Wisconsin, Whyte, Hirschboeck & Dudec., without the GTC approval as required in our Constitution.

Finally, the BC would NOT even notify me when they discussed 7 Gens. I was appointed by the GTC as a representative or agent "to work with and assist the BC in the dissolution" in accordance with Article l, Section 5 of our by-laws. Not notifying me is illegal in accordance with Article 111, Section 3 in our Constitution. It requires that I report back to the Council from time to time. They also tried to make me sign a secret piece of paper – something the GTC never intended to do to me. In order to make good decisions for the GTC I need to have access to all documents.

I have tried for over 18 months to give a report to you (the GTC), to no avail. I have written the Chairpersons almost every month asking for a place on any GTC meeting. In accordance with Article 111, Section 4, it states, "50 qualified voters may by written notice, call special meetings of the GTC." It is in our Constitution. I was insulted, humiliated, and my microphone was shut off when I tried to give you my report. You (GTC) appointed me so if they did that to me, they did that to you. Everyone has a right to disagree – but they DO NOT have the right to be disrespectful. We all have a right to "free speech." In accordance with Article VI of our Constitution it states "All members of the Tribe may enjoy freedom of speech and press."

I even gave them a second petition for a GTC meeting and they plotted to stop me from getting on the floor. The BC said that "I was late." The BC HAS NO SAY-SO ON THE CONSTITUTION. The Constitution is silent on the BC. The Constitution specifically states "The Chairman OR 50 qualified voters may by written notice call special meetings of the GTC."

I have not been afforded "due process" and I have not even been questioned on anything and the BC does NOT give me any information on this matter as required in the Resolution dissolving 7 Gens.

I spent 22 years in the Marine Corps to protect and defend this Tribe and this country. Now I have immersed myself to the improvement of the lives of my fellow Oneidas, following the rule of law according to our Constitution, and because the GTC appointed me to represent them in the dissolution.

The BC has in the past fostered a culture of corruption and greed that has created a drifting from the rule of law. After 10 years of corruption, we must correct the BC to provide honest oversight and supervision across the board – so here in Oneida any enforcement action by the GTC will get us through these difficult times, as unfortunate as these events are, it should be clear that we welcome the actions to reinforce measures that put us back into the rule of law and take out wrongdoing.

Transparency is the problem, our Constitution in Article 1 in the by-laws states in Section 4, TREASURER OF THE COUNCIL, we are supposed to get a report where every dollar went at every GTC meeting, and such other times as requested by the Council or the BC. They DON'T DO THAT.

This is why we must pass these 4 resolutions today:

1. Get an investigation on 7 Generations
2. Collect the profit from rent on our 17 properties
3. Obtain freedom of the press and freedom of speech
4. Impose a tax or fine on the BC for spending money on 7 Generations for not dissolving them on December 15, 2013, until today, as we ordered them to do.

If you get good governance and good leadership you make good decisions and this leads to good outcome for all of us.

The BC has made it very clear that they don't give a flip about the will of the people. The people voted 814 to 689 to dissolve 7 Generations 18 months ago.

I hope that you will support the efforts of the dedicated and brave enough to fight the good fight – there is so much at stake here. It is in your power to vote to follow the rule of law and our Constitution. The facts are absolutely devastating to the BC. Now you have the inside scoop about the secrets and lies surrounding 7 Generations. The Tribe's future is up to you.

Luckily there are some people brave enough to stand up for our Constitutional rights, even against the BC. This could be the historical first time the people took off their gloves and slapped down the BC. Article IV, Section 1, Paragraph (f) in our Constitution specifically states, "only the GTC can levy and collect taxes of any kind." We are fast approaching a Constitutional crisis provoked by the BC for not following their oath of office and dissolving 7 Gens 18 months ago like we told them to do.

This is historic. You voted to dissolve 7 Gens 18 months ago. NOW we must act in such a way (all together), to make the BC respect the Constitution and rule of law, to carry out their sworn duties for the future generations. The BC thinks that WE work for THEM so they do not even follow the rule of law.

Please don't let the BC run roughshod over your liberties and your freedoms. Stand strong for YOUR Constitution. It only takes a moment of your time to raise your hand and vote to do something that will have a profound effect on Oneida's survival. It is only through the faithful, strong people like you to fight this critical battle. <u>We told them to dissolve 7 Gens 18 months ago</u> – the BC did not do it. That is insubordination and against the Oneida Constitution. This is your investment in the future of our Tribe.

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
JUN 29 2015
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

Thank you,

F. L. Cornelius
GTC Representative to Dissolve 7 Generations

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Accept legal and financial progress report updates regarding Petitioner M. Debraska: To establish a Health Care Board

Accept legislative analysis regarding regarding Petitioner M. Debraska: To establish a Health Care Board

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Legal progress report
2. Financial progress report (handout)
3. Legislative Analysis
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.

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

ONEIDA LAW OFFICE

N7210 SEMINARY ROAD
P.O. BOX 109
ONEIDA, WISCONSIN 54155

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

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

M E M O R A N D U M

TO: Oneida Business Committee

FROM: Jo Anne House, Chief Counsel

DATE: May 6, 2016

SUBJECT: Update – Debraska Petition – Health Center/Health Board

---

I am requesting an extension to the next Oneida Business Committee meeting. The opinion should be completed in time to submit for the next meeting.

If you have further questions, please contact me.

Oneida Nation
Legislative Reference Office

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

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

Statement of Effect
Petition: Debraska Health Board

Summary
This petition requests that a Health Care Board be created with appointments, by-laws and stipends being set by GTC.

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

Analysis by the Legislative Reference Office
On February 20, 2016, a petition was submitted to the Tribal Secretary's Office and has since been verified by the Enrollment Department. On March 9, 2016, the Oneida Business Committee accepted the receipt of the petition and forwarded it for the appropriate analyses, including this statement of effect considering legislative impacts the proposal may have on the Nation's laws and policies. The petition requests a special General Tribal Council (GTC) meeting to be called to discuss eight (8) topics.

1. A Health Care Board be created to oversee the Oneida Health Care Center and its staff, along with the Anna John Residential Community Care Center (AJRCCC); and

An Oneida Health Board had previously existed in the 1970s. The function of the Board was to provide oversight to the Oneida Community Health Center. It does not appear that there was formal action to deactivate the Board, but new members were not appointed to fill vacancies. There is no legislative impact from the creation or reactivation of a Health Care Board.

2. GTC select and appoint all Health Care Board members, set their stipends, approve their by-laws and resolutions and that this Health Care Board reports only to General Tribal Council to prevent politics of the health care system of who receives treatment by any single or multiple board, committee or commission; and

By-laws for the Oneida boards, committees and commissions are governed by the Compressive Policy Governing Boards, Committees and Commissions (hereafter "Comprehensive Policy"). All boards, committees and commissions, including both elected and appointed, are required to conform to this policy. *This analysis is based on the version of the

Compressive Policy that was in effect as of May 4, 2016. If changes are made to the policy, an update will be needed.

a. "GTC select and appoint all Health Care Board members"

This section conflicts with the current version of the Comprehensive Policy. Section 6-1 states "[a]ll appointments shall be made by the Oneida Business Committee at regular or special Oneida Business Committee meetings." Section 6-2 provides that the Tribal Chairperson chooses an applicant for appointment and forwards the applicant to the Oneida Business Committee. The Oneida Business Committee then accepts or rejects this applicant.

If the members of the Boards remain appointed, a change in the Comprehensive Policy will be needed to allow this.

b. "[GTC] approve their by-laws and resolutions"

There is no conflict with this section and the Comprehensive Policy as other boards, committees and commissions, like the Trusts/Enrollments Committee, require the by-laws be approved by GTC.

c. "this Health Care Board reports only to General Tribal Council"

This section potentially conflicts with the current version of the Comprehensive Policy depending on the meaning of the word "report". Section 8-4(d)(4) provides that "[e]ntities will report to the Oneida Business Committee member who is their designated liaison." If "report" means any communication then this would be a conflict. However, if report means an official written report such as the quarterly and semi-annual reports, then there would be no conflict with the Comprehensive Policy. This would be a departure from the current method as all boards, committees and commissions provide written quarterly or semi-annually reports to the Oneida Business Committee.

d. "[GTC] set their stipends"

This section could potentially conflict with section 11-3 of the current version of the Comprehensive Policy. This limits stipends for appointed members to "no more than í50 per month when at least one (1) meeting is conducted where a quorum has been established in accordance with the duly adopted by-laws of that entity."

There is a conflict with the Comprehensive Policy from this section if a higher stipend is set. A change in the Comprehensive Policy will be needed to allow this.

3. To change the Contract Health Services Delivery Area (CHSDA) that is currently limited to Brown and Outagamie Counties but rather make it state-wide within Wisconsin; and

A change in the service area would have no legislative impact.

4. All enrolled members of the Oneida Tribe of Indians of Wisconsin receive medical care first and payment of the enrolled member(s) medical bill(s) be paid first within forty-five days of receipt by the tribe, regardless of where care was received within the State of Wisconsin; and

A change in the order of how patients are seen and payment process has no legislative impact.

5. GTC determine and limit, if necessary, the descendancy lineage to receive care and their medical bills being paid; and

A change in descendancy lineage has no legislative impact.

6. GTC select and hire an administrator to oversee the Oneida Health Center and AJRCC based upon qualified applications received after notice is approved by GTC to post for hiring until the Health Care Board is established and then they can take over the duties of overseeing the staff; and

This provision of the petition conflicts with current law and policy. With the adoption of the Personnel Policy and Procedures (also known as the bluebook), the GTC delegated hiring responsibility to HRD and various other positions. The Personnel Policy and Procedures provides a process for the selection of an applicant at section (III)(B)(2)(g). This provides that the supervisor of the position selects one of the top two candidates ranked through the rating scale, and requires Oneida Preference Policy and Indian Preference Policy be applied. The petition is requesting that GTC directly selects the applicant and does not indicate whether the preferences would be applied.

In addition, the Personnel Policy and Procedures provide structure for the hiring process including the screening of applicants at section (III)(B)(2)(f) and the interviewing of candidates at (III)(B)(2)(g). It is unclear if the petition will be following these portions of the policy.

7. No action be taken by any other individual(s), department(s), board(s), committee(s), or commission(s) on any of these matters until GTC has heard this petition; and

This provision indicates that no action be taken on any of these matters until GTC has heard this petition. It appears that this petition requests no action from the time that the petition was submitted until GTC considers the petition. A petition is not binding and has no effect until after it is considered by the GTC and some action is directed. There is no conflict from this provision.

8. Any other issues GTC deems necessary and appropriate on this topic for the health, safety, and welfare of the Oneida Tribe of Indians of Wisconsin.

A legislative impact from this provision cannot be made as it would depend on what action is taken.

Conclusion

There are potential conflicts from the petition and current laws and policies of the Nation. Changes will need to be made to certain policies to move forward with the petition

This Statement of Effect is limited to an analysis of the contents of the petition and does not constitute a review of the laws and policies which were discussed herein.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

1) To acknowledge receipt of the petition submitted by Michael Debraska **2)** Send the verified petition to the Law, Finance, Legislative Reference and Direct Report Offices for legal, financial, legislative and administrative analyses to be completed **3)** Direct the Law, Finance and Legislative Offices to submit the analyses to the Tribal Secretary within 60 days and that a progress report is submitted in 45 days **4)** Direct the Direct Report Offices to submit the appropriate analyses to the Tribal Secretary within 30 days.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. redacted, verified petition
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 April 27, 2016, the Tribal Secretary's office received a petition which requests General Tribal Council to direct the Business Committee to add this petition to the same agenda as Yvonne Metivier's per capita petition which is scheduled to be held within sixty (60) days (presumably June of 2016) of receipt of this petition to discuss the following:
1) A per capita distribution of $3,000 to all enrolled Oneida members under the age of 61 2) A per capita distribution of $5,000 to all enrolled Oneida members over the age of 62 3) The distribution of this $3,000/$5,000 per capita payment take place on a date to be determined by General Tribal Council 4) If there is to be any layoffs(terminates, furloughs or the like), restructuring, programs or department(s) reduced or eliminated, General Tribal Council will make the determination as to whom is laid-off (terminated, furloughed or the like), which areas or department(s) are restructured or programs that are or will be reduced or eliminated 5) Since the previous $3,000/$5,000 petition submitted by Dr. John Powless was withdrawn by him in an email to Lisa Liggins and seeing as how both the fiscal (financial) and legal analysis were already completed for Dr. Powless' petition, it should only take minor modifications for both the fiscal (financial) and legal analysis and then this petition can be brought forward for GTC's consideration in June 2016 and placed with Yvonne Metivier's per capita petition on the same agenda and heard the same day as hers since previous Business Committee action was to place like petitions with like petitions as previously stated by Secretary Lisa Summers and Chief Counsel.

The petition was submitted to the Enrollment Department for verification, Article III, Section 4 of Oneida's Constitution requirement for requesting a Special General Tribal Council (GTC) meeting were met. The Enrollment Department completed and submitted the required verification.

The next step is for the OBC to acknowledge receipt of the verified petition and then send the petition to the Law, Finance, Legislative Reference and Direct Report Offices for all appropriate analyses to be completed.

Once the analyses are complete, they will be submitted to the OBC agenda for acceptance. The final step will be for the OBC to determine an available GTC meeting date where the identified petition issues can be addressed.

Requested OBC Action:
1. Accept the verified petition submitted by Michael Debraska.

2. 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.

3. Direct the Law, Finance and Legislative Reference Offices to submit the analyses to the Tribal Secretary's office within 60 days, and that a progress report be submitted in 45 days.

4. Direct the Direct Report Offices to submit the appropriate administrative analyses to the Tribal Secretary's office within 30 days.

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
Enrollment Department
Latí?shanalo·loks
(They Gather the Names)
P.O. BOX 365, ONEIDA, WI 54155-0365
PHONE: (920) 869-6200 * 1-800-571-9902 FAX: (920) 869-2995
www.oneidanation.org/enrollment

TO: Oneida Tribal Secretary

FROM: Cheryl Skolaski, Enrollment Director

DATE: April 27, 2016

SUBJECT: GTC Petition Verification Results

On 4/27/2016 the Oneida Enrollment Department received a petition authored by Michael DeBraska regarding the a Per Capita Payment of $3,000/$5,000.

Results:

68	Number of Printed Names on petition
68	Number of Printed Names verified as Enrolled Tribal Members
0	Number of Tribal Members that did not meet the age criteria for voting in accordance with the Oneida Constitution.
0	Number of Printed Names that could not be verified
0	Number of Printed Names that were submitted more than once
0	Number of Tribal Members invalidated due to Incompetency (See Attached Legal Opinion dated 9/4/2014)

Verified by:

Cheryl Skolaski Enrollment Director 4/27/2016

Signature and Title Date

If there are any questions please contact the Enrollment Department.

(1)

68/68 Signatures Verified Cheryl Skolaski 4/27/2016

RECEIVED
APR 27 2016
Oneida Enrollment Dept.

RECEIVED BY THE OFFICE OF TRIBAL SECRETARY ONEIDA BUSINESS COMMITTEE
APR 27 2016
ONEIDA TRIBE OF INDIANS OF WISCONSIN
INITIALS

PETITION

Petitioner's Name: Michael Debraska **Date Submitted:**

We, the undersigned of fifty (50) or more qualified voters, do hereby request the Chairwoman of the Oneida Tribe of Indians of Wisconsin, to add this petition to the same agenda as Yvonne Metivier's per capita petition which is scheduled to be held within sixty (60) days (presumably June of 2016) of receipt of this petition to discuss the following:

1. A per capita distribution of $3,000 to all enrolled Oneida members under the age of 61; and
2. A per capita distribution of $5,000 to all enrolled Oneida members over the age of 62; and
3. The distribution of this $3/5K per capita payment take place on a date to be determined by General Tribal Council; and
4. If there is to be any lay-offs (terminations, furloughs or the like), restructuring, programs or department(s) reduced or eliminated, General Tribal Council will make the determination as to whom is laid-off (terminated, furloughed or the like), which areas or department(s) are restructured or programs that are or will be reduced or eliminated; and
5. Since the previous $3/5K petition submitted by Dr. John Powless was withdrawn by him in an e-mail to Lisa Liggins and seeing as how both the fiscal (financial) and legal analysis' were already completed for Dr. Powless' petition, it should only take minor modifications for both the fiscal (financial) and legal analysis' and then this petition can be brought forward for GTC's consideration in June 2016 and placed with Yvonne Metivier's per capita petition on the same agenda and heard the same day as hers since previous Business Committee action was to place like petitions with like petitions, as previously stated by Secretary Lisa Summers and Chief Counsel.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]	[redacted]		4630	[redacted]
[redacted]	[redacted]		5024	[redacted]

(2) Verified CP

(2)

RECEIVED BY THE OFFICE OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]	[redacted]	[redacted]	620 ✓	[redacted]
			2630 ✓	
			2627 ✓	
			2936	
			542	
			0977 ✓	
			Roll 2938 ✓	
			7124 ✓	[redacted]
			-1249 ✓	[redacted]
			11344 ✓	
			16192 ✓	
			724 ✓	
			6408 ✓	
			2852 ✓	
			6136 ✓	

(14) Verified cjp

RECEIVED
APR 27 2016
Oneida Enrollment Dept.

(3)

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
APR 2 7 2016
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

PETITION

Petitioner's Name: Michael Debraska **Date Submitted:**

We, the undersigned of fifty (50) or more qualified voters, do hereby request the Chairwoman of the Oneida Tribe of Indians of Wisconsin, to add this petition to the same agenda as Yvonne Metivier's per capita petition which is scheduled to be held within sixty (60) days (presumably June of 2016) of receipt of this petition to discuss the following:

RECEIVED
APR 2 7 2016
Oneida Enrollment Dept.

1. A per capita distribution of $3,000 to all enrolled Oneida members under the age of 61; and
2. A per capita distribution of $5,000 to all enrolled Oneida members over the age of 62; and
3. The distribution of this $3/5K per capita payment take place on a date to be determined by General Tribal Council; and
4. If there is to be any lay-offs (terminations, furloughs or the like), restructuring, programs or department(s) reduced or eliminated, General Tribal Council will make the determination as to whom is laid-off (terminated, furloughed or the like), which areas or department(s) are restructured or programs that are or will be reduced or eliminated; and
5. Since the previous $3/5K petition submitted by Dr. John Powless was withdrawn by him in an e-mail to Lisa Liggins and seeing as how both the fiscal (financial) and legal analysis' were already completed for Dr. Powless' petition, it should only take minor modifications for both the fiscal (financial) and legal analysis' and then this petition can be brought forward for GTC's consideration in June 2016 and placed with Yvonne Metivier's per capita petition on the same agenda and heard the same day as hers since previous Business Committee action was to place like petitions with like petitions, as previously stated by Secretary Lisa Summers and Chief Counsel.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]		8-4-53	5536	[redacted]
			988	

(2) Verified

RECEIVED
APR 27 2016
Oneida Enrollment Dept.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]	[redacted]	[redacted]	0651	[redacted]
[redacted]	[redacted]	[redacted]	#60	[redacted]
[redacted]	[redacted]	[redacted]	1915	[redacted]
[redacted]	[redacted]	[redacted]	3911	[redacted]
[redacted]	[redacted]	[redacted]	7745	[redacted]
[redacted]	[redacted]	[redacted]	13542	[redacted]
[redacted]	[redacted]	[redacted]	6154	[redacted]
[redacted]	[redacted]	[redacted]	12597	[redacted]
[redacted]	[redacted]	[redacted]	6526	[redacted]
[redacted]	[redacted]	[redacted]	3898	[redacted]
[redacted]	[redacted]	[redacted]	3105	[redacted]
[redacted]	[redacted]	[redacted]	3936	[redacted]
[redacted]	[redacted]	[redacted]	7258	[redacted]

(5)

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
APR 27 2016
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

PETITION

Petitioner's Name: Michael Debraska **Date Submitted:**

We, the undersigned of fifty (50) or more qualified voters, do hereby request the Chairwoman of the Oneida Tribe of Indians of Wisconsin, to add this petition to the same agenda as Yvonne Metivier's per capita petition which is scheduled to be held within sixty (60) days (presumably June of 2016) of receipt of this petition to discuss the following:

RECEIVED
APR 27 2016
Oneida Enrollment Dept.

1. A per capita distribution of $3,000 to all enrolled Oneida members under the age of 61; and
2. A per capita distribution of $5,000 to all enrolled Oneida members over the age of 62; and
3. The distribution of this $3/5K per capita payment take place on a date to be determined by General Tribal Council; and
4. If there is to be any lay-offs (terminations, furloughs or the like), restructuring, programs or department(s) reduced or eliminated, General Tribal Council will make the determination as to whom is laid-off (terminated, furloughed or the like), which areas or department(s) are restructured or programs that are or will be reduced or eliminated; and
5. Since the previous $3/5K petition submitted by Dr. John Powless was withdrawn by him in an e-mail to Lisa Liggins and seeing as how both the fiscal (financial) and legal analysis' were already completed for Dr. Powless' petition, it should only take minor modifications for both the fiscal (financial) and legal analysis' and then this petition can be brought forward for GTC's consideration in June 2016 and placed with Yvonne Metivier's per capita petition on the same agenda and heard the same day as hers since previous Business Committee action was to place like petitions with like petitions, as previously stated by Secretary Lisa Summers and Chief Counsel.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]			0757	[redacted]
			7427	

(2) Verified CP

(16)

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]			2089	[redacted]
			2098	
			289	
			10738	[redacted]
8.				
9.				
10.				
11.				
12.				
13.				
14.				
15.				

RECEIVED
APR 27 2016
Oneida Enrollment Dept.

(4) Verified

7

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
APR 27 2016
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

PETITION

Petitioner's Name: Michael Debraska **Date Submitted:**

We, the undersigned of fifty (50) or more qualified voters, do hereby request the Chairwoman of the Oneida Tribe of Indians of Wisconsin, to add this petition to the same agenda as Yvonne Metivier's per capita petition which is scheduled to be held within sixty (60) days (presumably June of 2016) of receipt of this petition to discuss the following:

RECEIVED
APR 27 2016
Oneida Enrollment Dept.

1. A per capita distribution of $3,000 to all enrolled Oneida members under the age of 61; and
2. A per capita distribution of $5,000 to all enrolled Oneida members over the age of 62; and
3. The distribution of this $3/5K per capita payment take place on a date to be determined by General Tribal Council; and
4. If there is to be any lay-offs (terminations, furloughs or the like), restructuring, programs or department(s) reduced or eliminated, General Tribal Council will make the determination as to whom is laid-off (terminated, furloughed or the like), which areas or department(s) are restructured or programs that are or will be reduced or eliminated; and
5. Since the previous $3/5K petition submitted by Dr. John Powless was withdrawn by him in an e-mail to Lisa Liggins and seeing as how both the fiscal (financial) and legal analysis' were already completed for Dr. Powless' petition, it should only take minor modifications for both the fiscal (financial) and legal analysis' and then this petition can be brought forward for GTC's consideration in June 2016 and placed with Yvonne Metivier's per capita petition on the same agenda and heard the same day as hers since previous Business Committee action was to place like petitions with like petitions, as previously stated by Secretary Lisa Summers and Chief Counsel.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]			3920 ✓	[redacted]
			7000 ✓	

② Verified CP

(8)

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]			7647	[redacted]
			3076	
			2745	
			1914	
			1910	
			12797	[redacted]
[redacted]			8136	
			9987	
			13631	
			1269	
			3024	
			0576	
[redacted]			4832	[redacted]
			4838	

(14) Verified cp

APR 27 2016
Oneida Enrollment Dept.

(9)

RECEIVED BY THE OFFICE
OF TRIBAL SECRETARY
ONEIDA BUSINESS COMMITTEE
APR 27 2016
ONEIDA TRIBE OF
INDIANS OF WISCONSIN
INITIALS

PETITION

Petitioner's Name: Michael Debraska **Date Submitted:**

We, the undersigned of fifty (50) or more qualified voters, do hereby request the Chairwoman of the Oneida Tribe of Indians of Wisconsin, to add this petition to the same agenda as Yvonne Metivier's per capita petition which is scheduled to be held within sixty (60) days (presumably June of 2016) of receipt of this petition to discuss the following:

RECEIVED
APR 27 2016
Social Services Department

1. A per capita distribution of $3,000 to all enrolled Oneida members under the age of 61; and
2. A per capita distribution of $5,000 to all enrolled Oneida members over the age of 62; and
3. The distribution of this $3/5K per capita payment take place on a date to be determined by General Tribal Council; and
4. If there is to be any lay-offs (terminations, furloughs or the like), restructuring, programs or department(s) reduced or eliminated, General Tribal Council will make the determination as to whom is laid-off (terminated, furloughed or the like), which areas or department(s) are restructured or programs that are or will be reduced or eliminated; and
5. Since the previous $3/5K petition submitted by Dr. John Powless was withdrawn by him in an e-mail to Lisa Liggins and seeing as how both the fiscal (financial) and legal analysis' were already completed for Dr. Powless' petition, it should only take minor modifications for both the fiscal (financial) and legal analysis' and then this petition can be brought forward for GTC's consideration in June 2016 and placed with Yvonne Metivier's per capita petition on the same agenda and heard the same day as hers since previous Business Committee action was to place like petitions with like petitions, as previously stated by Secretary Lisa Summers and Chief Counsel.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]			1797 ✓	[redacted]
			0852 ✓	

(2) Verified OP

(10)

RECEIVED
APR 27 2015
Oneida Enrollment Dept.

Printed Name:	Address:	DOB:	Roll #:	Signature:
[redacted]				
[redacted]			183	[redacted]
[redacted]			900	[redacted]
[redacted]			5235	[redacted]
[redacted]			11022	[redacted]
[redacted]			15569	[redacted]
[redacted]			3709	[redacted]
[redacted]			1208	[redacted]
[redacted]			144	[redacted]
[redacted]			172	[redacted]
[redacted]			5076	[redacted]
[redacted]				[redacted]
[redacted]				5127
[redacted]			9210	[redacted]
[redacted]			5320	[redacted]

(13) Verified

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Approve meeting materials for the Special GTC meeting on June 13, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Handout will be provided
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
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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 legal review; approve Memorandum of Understanding with Brothertown Indian Nation - Contract # 2016-0432; and authorize Tribal Chair and Historic Preservation Officer to sign-off on agreement

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Legal Review
2. MOU with Brothertown Indian Nation
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: 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.

ONEIDA LAW OFFICE

CONFIDENTIAL: ATTORNEY/CLIENT WORK PRODUCT

TO: Lisa M. Summers
Business Committee

FROM: Jo Anne House, Chief Counsel

DATE: May 6, 2016

RE: Brothertown Nation Inc.-Memorandum of Understanding

Use this number on future correspondence:

2016-0432

Purchasing Department Use
_____ **Contract Approved**
_____ **Contract Not Approved**
(see attached explanation)

If you have any questions or comments regarding this review, please call 869-4327.

The attached agreement, contract, policy and/or guaranty has been reviewed by the Oneida Law Office for legal content only. Please note the following:

- ✓ Not in appropriate legal form.
  - The contract as drafted requires the Oneida Nation to take on duties and create facilities which it does not, or may not currently have available.
  - The contract as drafted requires the Oneida Nation to make available facilities and personnel to allow general access to materials while at the same time maintaining archival protections which it does not, or may not currently have available.

An alternative draft Memorandum of Understanding has been drafted and attached to this legal review. The alternative draft agreement maintains the materials, allows access for Brothertown nation access and allows Brothertown to provide archival contains and materials as well as digitize the information.

The alternative draft agreement identifies the $5000 payment already made to the Tribe. Note, there is no obligation to pay the remainder of the cost of the materials in the contract and there is no incentive to make the remainder of the payments for the materials once digitization has occurred.

Oneida Nation

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.

P.O. Box 365 ● Oneida, WI 54155
Phone: (920) 869-2214 ● Fax: 920-869-4040

MEMORANDUM OF AGREEMENT
BETWEEN
ONEIDA NATION AND BROTHERTOWN INDIAN NATION

This Memorandum of Understanding is entered into by and between the Oneida Nation and the Brothertown Indian Nation *(hereafter Brothertown)*, a 501(c)(3) non-profit organization whose mailing address is P.O. Box 2206, Fond Du Lac, Wisconsin 54936-2206.

Materials
The Materials subject to this Agreement are historical documents (whether books, papers, maps and other items) purchased earlier by the Oneida Nation for $75,000 and being held by the Oneida Nation.

Purpose
The purpose of this agreement is to place in writing the expectations of the Nation and the Brothertown in regards to the Materials. The Oneida Nation, acting to assist the Brothertown, purchased the Materials and understood that the Brothertown was going to reimburse the Oneida Nation for that purchase at which point the Materials would be transferred to the Brothertown.

Statement of Mutual Interest and Benefits
The Oneida Nation and the Brothertown have a long intertwined history sharing close political and family lineages. The Materials, sometimes referred to as 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 Nation American tribes.

Agreements

A. The Oneida Nation agrees to:

1. Maintain the Materials in a manner that will protect them from reasonable deterioration.
2. Allow, reasonable requests to review the report by officials of the Brothertown for nation related purposes. The Oneida Nation is not set up for, nor can make arrangements for, general review of the Materials and maintain the quality of the Materials.
3. Identify a contact person, which may change from time to time, regarding arranging access to the Materials.

4. Make the Materials available to the consultant or representative of the Brothertown for the purposes of making an electronic copy of the Materials during reasonable working hours of the Oneida Nation.

B. The Brothertown Indian Nation agrees to:

1. Commit to re-pay the Oneida Nation for the purchase of the Materials in the amount of $75,000, of which $5000 has already been delivered to the Oneida Nation.
2. Provide, in its own determination, materials for the care, preservation, maintenance, and protection of the Materials, which may include archive boxes, dividers, photo sleeves, and other items.
3. In its own determination and subject to its own funding resources, elicit the help of a professional archivist and digitizer to properly digitize the Materials at the location where the Materials are stored and in a manner which does not unduly disturb the normal business activities of the Oneida Nation. Provided that nothing in this Agreement or the digitization shall impinge on any rights or other legal matters related to the Materials.

C. Upon completion of the re-payment to the Oneida Nation by the Brothertown Indian Nation –

1. The Brothertown shall make arrangements to pick up the materials.
2. If a digital copy is made, the Brothertown shall allow the Oneida Nation to retain a copy of the digitized Material.

We, the undersigned, have agreed on the contents of this Memorandum of Agreement. Both parties must agree, in writing, on any amendments to this agreement.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 10 / 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 the memo from Oneida Land Commission titled: Quarterly Reports and Land Commission Representation.

*This is a follow up from the April 13, 2016 Business Committee meeting

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Memo from Oneida Land Commission
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: Danelle Wilson, 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 April 13, 2016 Oneida Land Commission was on the agenda for FY 16 1st Quarter report and one of the motions was:

Motion by Lisa Summers to accept the Land Commission FY '16 1st quarter report and to ask the Land Commission to submit something in writing that indicates why they haven't attended to represent their report, seconded by Trish King. Motion carried unanimously:

Oneida Land Commission submitted a letter to Land Commission Liaison Tehassi Hill for the Business Committee to review.

Action: Accept the memo from Oneida Land Commission titled: Quarterly Reports and Land Commission Representation.

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

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 LAND COMMISSION

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

DATE: April 25, 2016

FROM: Rae Skenandore, Chairwoman RS

Oneida Land Commission

TO: Oneida Business Committee

RE: **Quarterly Reports & Land Commission Representation**

This memo is in response to the following OBC Actions:

- On March 30, 2016: "Motion by Melinda J. Danforth to table the Land Commission FY '16 1st quarter report until a Land Commissioner can be present, seconded by Lisa Summers. Motion carried unanimously".
- On April 13, 2016: "Motion by Lisa Summers to accept the Land Commission FY '16 1st quarter report and to request the Land Commission to submit a written response indicating why they feel they should not present their report, seconded by Trish King. Motion carried unanimously".

As jointly elected bodies with specific duties delegated by GTC, the Oneida Land Commission always appreciates the opportunities to dialogue with the Oneida Business Committee (OBC). However, the Commission discussed the quarterly reports representation and the following summarizes the Land Commissions position on the issue:

- The Commission has met their reporting requirement to the Business Committee and the GTC by providing quarterly, annual, and semi-annual reports. To our knowledge, nothing in the Commissions by-laws, our memorandum of Understanding (MOU) with the OBC, Real Property Law or any other law specifies our presence as a reporting requirement.
- The Commission would prefer that the entire Commission and not one individual of the Commission address any questions or comments on the reports.
- The Commission feels that the multiple methods and existing avenues of communications are sufficient and does not feel that the addition of a Commissioner's presence for reports is necessary.

- We respectfully request that any questions or requests for more information about the quarterly reports be submitted through one of the following;
    - Our BC Liaisons (we will formalize an agreement with our liaisons).
    - Our contact person through the Division of Land Management.
    - Added to the joint BC/Land Commission meeting agenda. There are four quarterly reports and two joint meetings annually.
    - If the questions are specifically related to day-to-day activities of DOLM, they should be addressed to Pat Pelky as the interim director of the Division of Land Management.

- It has been both observed and reported that the OBC meetings have increasingly become a hostile environment where the Oneida Police Department is often called. The Land Commission does not feel that this type of environment allows for a productive dialog on the report.

- The qualifications for the Land Commission extend to all Oneida Tribal members. As such, the Commissioners may or may not be employees of the Tribe. In spite of the time necessary to review & prepare for our meetings, the compensation for a Commissioner is limited to "a stipend to act on Land Commission agenda items at a duly called meetings lasting more than one hour". The BC meetings occur during the day and are not duly called meetings of the Commission.

  In order to attend the meetings, an individual would need to take time off from work. How much time is unknown, as the meetings do not specify a specific time for the report and the meetings can bridge over the time span of two days before the BC can reaches that specific agenda item. Compelling or requiring any Commissioner to be present at a BC meeting during the day, for an unspecified period of time, puts an undue economic burden on a Commissioner as that time is not compensated. Additionally, there is the loss of that time from their employer. Based on our review of existing laws & policies, being present for reports is not a required function of an individual's duties as an Oneida Land Commissioner.

If the Business Committee has any comments or questions on our position on this matter, please use the requested communication channels listed above and the Land Commission will respond appropriately. Thank you for your time and attention to this matter.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Approve the final compensation plan for the FY 17 budget

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Memorandum
2. Financial Analysis will be provided as a handout
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Patricia King, Tribal Treasurer

Primary Requestor/Submitter: Geraldine R Danforth
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:

Background
This is follow up form the April 13, 2016 and April 27, 2016 Business Committee meetings.

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

Human Resources Department

Location:
909 Packerland
Green Bay, WI 54303

Phone: (920)496-7000
http://www.oneidanation.org/humanresourc

Mailing Address:
P.O. Box 365
Oneida, WI 54155-0365

Fax: (920)496-7490
Job Line: 1-800-236-7050

MEMO

TO: Oneida Business Committee
FROM: Geraldine Danforth, HR Area Geraldine
DATE: May 4, 2016
RE: Estimated Costs for Compensation Plan for FY2017

Cost Estimate with the following Assumptions:

- 1 to 7 Years in Position = At minimum of Grade Range
- 8 to 14 Years in Position = At 25% of Grade Range
- 15+ Years in Position = At 50% within Grade Range
- Wage and Salary charts were increased by 5%
- Temporary Employees to include Emergency/Temporary, Limited Term Employees, Youth Workers, Student Interns, and Sub-Relief Employees are not eligible unless they need an adjustment to $10.10/hour – the New Minimum Wage for the Oneida Tribe.
- Employees who are close to the maximum of their grade, their wage or salary will be brought to the maximum of the grade and the difference to equal 40 cents/hour increase will be paid out in a bonus.

1. First Cost includes adjusting employees who are below the minimum of the grad and adjusting employees within the Grade based upon years of service is $1,417,399.32 and impacts 297 employees.
2. Second Cost includes not eligible for an increase by 40 cents/hour. This will cost $1,519,454.56 and impacts 1,649 employees.
3. Third Cost includes adjusting Employees near the maximum of the Grade and paying out the remaining 40 cents per hour in the form of a bonus. This will cost $61,187.05 and impact 70 employees.
4. Fourth Cost is for employees over the maximum of the grade, paying the 40 cents/hour in the form of a bonus. This will cost $348,608.00 and impact 419 employees
5. Fifth Cost is to bring Probationary Employees to the minimum of the grade (5% adjustment to charts). The will cost $239,459.22 and will impact 99 employees on probation.
6. Sixth Cost is to bring Temporary Employees to the minimum of their grade. The cost will be $29,877.69 and impact 15 employees.

Cost Analysis to Implement the Compensation Plan for FY2017		
	Cost	Number of Employees Impacted
Adjusting Employees who are Below the Minimum of the Grade and Adjusting Employees within the Grade based upon years of service	$1,417,399.32	297
Adjusting Employees Not eligible for an Increase – 40 Cents/Hour	1,519,454.56	1649
Adjusting Employees at or Max – Bring to Max of Grade and Pay out remainder 40 cent in the form of a bonus	$61,187.05	70
Employees over the Max of their grade being paid out in the form of a bonus	$348,608.00	419
Adjusting Probationary Employee to the minimum of the Grade	$239,459.22	99
Adjusting Temporary Employees below the Minimum of the Grade	$29,877.69	15
Total Cost and Employees Impacted	**$3,615,985.84**	**2549**

Please note the above analysis includes the Casino Tables Games Dealers and Casino Dealers adjustments to either $10.10/hour or within their determined grade based upon years of service. The cost is $614,157.04 for these adjustments.

If you have any questions, please see me.

Requested Actions for the FY2017 Compensation Plan:

1. Tribal Wage and Salary Charts will increase by 5% effective October 1, 2016.
2. Adjustment for employees to the new Tribal Minimum Wage of $10.10/hour.
3. Adjustment for employee's wages and salaries within their determined grade based upon year of service, performance and qualifications.
4. $.40 cents/hour wage or salary adjustment for employees in compliance with HRD's Salary and Wage Adjustment – Organization Wide Work Standards.

5. To support adding Human Resources recommendation to adjust the salaries of Business Committee to the FY 17 Budget packet for GTC consideration

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Request to post 1 vacancy on the Oneida Personnel Commission due to a resignation.

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:

On April 19, 2016 the Oneida Personnel Commission accepted the resignation of Sandra Dennett to effective July 31, 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 Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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 CIP Concept for project #16-008 Oneida Family Fitness Facility Upgrades.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. CIP 16-008 Concept Paper
2. CIP 16-008 Division Director Approval Form
3.
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

Primary Requestor/Submitter: James Petitjean, Interim Asst. Division Director / Development
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Paul Witek, Senior Tribal Architect / Engineering
Name, Title / Dept.

Additional Requestor: Fawn Cottrell, Contract Processor / Engineering
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 approval of the project's Capital Improvement Process (CIP) Concept Paper, see attached.

Background:

The proposed project is needed to address: ventilation issues in the locker rooms, restrooms, and spin room; the gym is in need of proper ventilation; the existing makeup of clientele (male vs female) does not coincide with the sizes of the existing locker/shower rooms, so upgrades are required to align room configurations to clientele needs.

Approval of the project's CIP Concept Paper will allow the project to proceed into the next phase of the process, completing a CIP Package. The CIP Package would then be brought forward for approval before the project could proceed.

Action Requested:

1. Approve CIP Concept Paper for project #16-008 Oneida Family Fitness Facility Upgrades.

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

CAPITAL IMPROVEMENT PROCESS (CIP) – CONCEPT PAPER
For
Oneida Family Fitness (O.F.F.) Facility Upgrades
CIP #16-008
April 18, 2016

I. Purpose:

A. The proposed project is needed to address: ventilation issues in the locker rooms, restrooms, and spin room; the gym is in need of proper ventilation; the existing makeup of clientele (male vs female) does not coincide with the sizes of the existing locker/shower rooms, so upgrades are required to align room configurations to clientele needs.

II. Project Analysis

A. Project Description: Project is to upgrade locker rooms, toilet rooms on first & second floor, and spin room by upgrading ventilation and finishes in these spaces. Air conditioning will be added to the gym. In addition switching the men's and women's locker/shower rooms will be evaluated to align sizing needs of client demographic. Several other miscellaneous items also need to be address and will be denoted in the project's CIP Package, if this Concept Paper is approved.

B. Assumptions:

1. That the Tribal organization will support the project moving forward.
2. Funding will be available for developing the project.
3. Management will support the project.

C. Operational Impact:

1. No additional staffing from DPW, Custodial, MIS, etc. will be needed to upgrade the Oneida Family Fitness Center. A full evaluation will be included in the project's full CIP Package.
2. May require additional funding for building utility cost & maintenance supplies.

D. Organizational Goals: The project would support the following goals and objectives of the 2008 Comprehensive Plan for the Oneida Reservation and its 2014 update:

1. Plan Element: Wellness

GOAL #1: Ensure overall wellness for latiksa? Shu ha tsi Niyole lotikst^ hoku ha ("children as far as the old people").

(1) Objective 1.3: Improve physical and mental health of the Oneida community.
(2) Objective 1.4: Improve quality of life through social programming.

2. Plan Element: Parks and Recreation

GOAL #1: Strengthen families by providing healthy lifestyle experiences.

(1) Objective 1.2: Increase resources to meet the recreational needs of the community.

III. Market

A. Market Served: Memberships are available to Oneida tribal employees, Oneida tribal members, other tribal affiliations, and general public.

B. Competition:

1. Planet Fitness is located less than a quarter mile north of Oneida Family Fitness. Planet Fitness offers a $10 dollar a month fee which includes a T-Shirt, unlimited access to your home club and unlimited fitness training.
2. Bellin Fitness is approximately two miles south of Oneida Family Fitness and offers monthly memberships at $45

IV. Potential Risk:

A. Loss of membership due to better facilities nearby.

B. Failure to meet and fulfill the Comprehensive Plan's goals and objectives supported by this project.

V. Potential Investment

A. Funding Sources: Potential funding sources for this project include:

1. CIP Budget

B. Development Costs: This project will not require any funding for completing the project's CIP Package if the Concept Paper is approved.

C. Construction Cost Target:

1. Construction cost is targeted to be in the $200 - $275 Per square foot range for the construction only. Soft and miscellaneous costs, furniture, fixtures, equipment, and contingency are in addition to this construction cost.
2. The project's CIP Package will identify the total project budget estimate.

VI. Time Line Upon approval of the Concept Paper:

A. CIP Phase I - CIP Package	4 weeks
B. CIP Phase II -Project Ranking and Approval	8 weeks
C. CIP Phase III –Design	12 weeks
D. CIP Phase IV- Construction	24 weeks

VII. Recommendations

A. It is recommended strong consideration be given to this project in order to help the O.F.F. accomplish goals and objectives in their work plans as well as those set in the Oneida Reservation Comprehensive Plan.

VIII. Client Approval A signed copy of the CIP-05 Form is attached indicating approval by client's division director.

ATTACHMENT: FORM CIP-05

Oneida Tribe of Indians of Wisconsin

ENGINEERING DEPARTMENT

Location:
N7332 Water Circle Place
Oneida, WI 54155

Phone: (920) 869-1600

Mailing Address:
P.O. Box 365
Oneida, WI 54155-0365

Fax: (920) 869-1610

Capital Improvement Process (CIP)
Client Division Director Approval Form

To:	Don White, Governmental Services Division Director
Through:	Ryan Waterstreet, Assistant Oneida Family Fitness Director
From:	Wayne Metoxen – Oneida Engineering Dept. Project Manager
Date:	April 21, 2016
Re:	Oneida Family Fitness Facility Upgrades CIP #16-008

I have reviewed the attached Capital Improvement Process (CIP) document identified below for the above noted project and approve of the project moving into the next phase of the CIP Process.

☒ CIP Concept Paper – dated: April 18, 2016
☐ CIP Package – dated: ??

Don White, Governmental Services Division Director

4/21/16
Date

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 16

2. General Information:

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

Other - type reason

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Respectfully seek OBC approval for contract #2016-0409 Fox Valley Overhead Door Inc.
BC approval required per Oneida Law Office review due to language in contract.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. #2016-0409 Fox Valley Overhead Door
2.
3.
4.

☒ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Louise Cornelius, Gaming General Manager

Primary Requestor/Submitter: Louise Cornelius, Gaming General Manager, Gaming Admininstration
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Submitted by: Diana King, Office Manager, Oneida Casino
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

Respectfully seek OBC approval for contract #2016-0409 Fox Valley Overhead Door Inc. Per Oneida Law Office review, Oneida Business Committee approval is warranted due to language within contract;

Requires Business Committee approval prior to execution, as a result of the following language in the contract- "If the contract is given to an attorney for collection, the purchaser agrees to pay reasonable attorney's fees as authorized by law together with court costs."

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 LAW OFFICE

CONFIDENTIAL: ATTORNEY/CLIENT WORK PRODUCT

TO: Marlene (Minnie) H. Garvey
Gaming Administration

FROM: Jo Anne House, Chief Counsel

DATE: April 20, 2016

RE: Fox Valley Overhead Door, Inc.

Use this number on future correspondence:

2016-0409

Purchasing Department Use
_____ **Contract Approved**
_____ **Contract Not Approved**
(see attached explanation)

If you have any questions or comments regarding this review, please call 869-4327.

The attached agreement, contract, policy and/or guaranty has been reviewed by the Oneida Law Office for legal content only. Please note the following:

✓ The document is in appropriate legal form. *(Execution is a management decision.)*

✓ Requires Business Committee approval prior to execution, as a result of the following language in the contract – "If the contract is given to an attorney for collection, the purchaser agrees to pay reasonable attorney's fees as authorized by law together with court costs."

NOTE: If this sentence is struck through and initialed by vendor, no Business Committee approval is needed.

If this contract is submitted to the Oneida Business Committee for approval of a limited waiver of sovereign immunity, the following information should be submitted along with the agenda review request and contract.

1. Was there an attempt to negotiate with the vendor regarding the waiver of sovereign immunity?
2. Were three bids obtained? If not, why not?
3. Was any other vendor willing to remove sovereign immunity issues?
4. What is the cost of going to another vendor?

From: Marlene H. Garvey
To: Diana L. King; Brenda J. Mendolla-Buckley; Heather M. Heuer
Cc: Louise C. Cornelius; Jessalyn M. Harvath
Subject: RE: RESPONSES NEEDED BY 9AM FRIDAY
Date: Thursday, May 05, 2016 4:48:44 PM

Hello Heather,

1. Was there an attempt to negotiate with the vendor regarding the waiver of sovereign immunity**? I (Marlene) spoke with the vendor per a phone conversation. The vendor stated that they have had the statement in question on their estimates since they started business, 17 years ago and was uncomfortable removing it and never had any requests as such before.**

2. Were three bids obtained. **Yes, they were included in the package (also below).**

3. Was any other vendor willing to remove sovereign immunity issues**? I did not contact any other vendor to date. We (maintenance & myself) felt the best vendor for the project was Fox Valley Door based on price (lowest cost), warranty (longest warranty), location (saving on any long travel expense if needed in the future); product (the gate system would work with our existing footprint and wiring).**

4. What is the cost of going to another vendor? **The prices are also included in the package.**
    a. **Amano McGann / $4,534.50 / 1-year warranty parts & labor / Milwaukee WI**
    b. **Fox Valley Overhead Door / $3,488.00 / 2-year warranty , 10 yrs on frame / Black Creek WI**
    c. **TAPCO / $4,749.00 / 1-year warranty parts & labor / Brown Deer WI**

Any questions or concerns, please email or I can be reached at 429-3129.

To: Minnie Garvey, Valet Manager

From: Robin Doxtater, Buyer RJD

Date: March 18, 2016

Topic: Bids for Valet Parking Gate

Below are the quotes we received for a remote control parking gate for our Valet department at our Main Casino at 2020 Airport Drive, Green Bay, WI 54313. The gate is to be 12 feet long and include 20 remotes and installation. We included additional specifications on an attachment. Installation will be as soon as feasible.

Amano McGann

AMG-1750 gate, transmitters and equipment per attached.	$3,354.50
Installation & technical service.	$ 990.00
Freight.	$ 190.00
Total.	$4,534.50

1 year parts & labor warranty. Add $880 for 2 more loops. Specs & picture attached.

American Fence Company

Did not turn in a bid.	$0,000.00

Fox Valley Overhead Door

Liftmaster gate, transmitters and equipment per attached.	$2,412.00
Installation & set up.	$ 600.00
Safety loop.	$ 476.00
Total.	$3,488.00

2 year warranty, 10 on frame. Specs & picture attached.

TAPCO

MicroDrive gate, transmitters and equipment per attached.	$3,559.00
Installation.	$1,190.00
Total.	$4,749.00

1 year parts & labor warranty. Specs & picture attached.

I could find no Indian Preference vendors in this field. I recommend Fox Valley Overhead Door based on lowest cost. Please let me know who you decide to go with and I'll contact the vendors. Any questions or comments, please give me a call at X7403 or GroupWise me.

FOX VALLEY OVERHEAD DOOR, INC.
W6021 Wege Road
Black Creek, WI 54106
Office: (920) 757-5275
Fax: (920) 757-5991

QUOTATION
C26805-GQS
03/15/2016
Ver: 1.0/Page 1

TO
Oneida Tribe of Indians of Wisconsin
Po Box 365
Oneida WI 54155

PROJECT
Main Casino Valet Dept.
2020 Airport Dr.
Green Bay WI 54313

ATTN:
FAX NO: (920) 496-7491

DATE: 03/15/2016
PHONE NO.: (920) 496-7403 - Ext: Robin

QTY	DESCRIPTION	UNIT COST	EXTENDED
1	Liftmaster Mega Arm Barrier Gate Details: 12ft Arm / Yellow/Black Stripes - - 110v w / battery back up - 20 single button radio controls - Supplied only	$2412.00	$2412.00
1	Install and Set Up Barrier Arm Details: All Power Wiring by Other - ALT: Safety Loop -- cut sealed wired and set up Add $476.00	$600.00	$600.00
		Total Quote:	$3012.00

UNLESS OTHERWISE INDICATED , OPENING PREPARATION, PAINTING, GLAZING OR ELECTRICAL WIRING ARE NOT INCLUDED IN THE QUOTED PRICE.

IMPORTANT: PLEASE SIGN AND RETURN ONE COPY OF THIS QUOTATION, FOLLOWING THE TERMS STATED BELOW. FAILURE TO COMPLY WITH THIS REQUEST COULD DELAY INSTALLATION. SUBJECT TO APPROVAL BY CREDIT DEPT.

TERMS: **NET 10 DAYS**

WE ACCEPT THE FOLLOWING QUOTATION: DATED: _____

X

*If the contract is given to an attorney for collection, the purchaser agrees to pay reasonable attorney's fees as authorized by law, together with court costs.

Sales Rep: Tim DuFrane

ALL AGREEMENTS ARE CONTINGENT UPON STRIKES, ACCIDENTS AND OTHER CONDITIONS BEYOND OUR REASONABLE CONTROL.

Robin J. Doxtater

From: Tim DuFrane <tim@foxvalleyohdoor.com>
Sent: Friday, March 18, 2016 2:21 PM
To: Robin J. Doxtater
Subject: RE: Gate operator estimate
Attachments: mas.pdf

Robin
Please put this in with my quote
Bottom right first page lists Liftmaster warranties ... we follow factory warranties

Thank You
Tim DuFrane

From: Robin J. Doxtater [mailto:RDOXTAT1@oneidanation.org]
Sent: Friday, March 18, 2016 2:05 PM
To: Tim DuFrane
Subject: RE: Gate operator estimate

Are there any warranties with your product?

From: Tim DuFrane [mailto:tim@foxvalleyohdoor.com]
Sent: Tuesday, March 15, 2016 5:44 PM
To: Robin J. Doxtater
Subject: Gate operator estimate

Diana L. King

From: Marlene H. Garvey
Sent: Tuesday, April 26, 2016 2:55 PM
To: Diana L. King
Subject: FW: Main Casino Valet Gate Approval
Attachments: 04262014 valet gate bid approval BC.pdf

FYI

From: Marlene H. Garvey
Sent: Tuesday, April 26, 2016 10:09 AM
To: BC_SignOff_Requests
Subject: Main Casino Valet Gate Approval

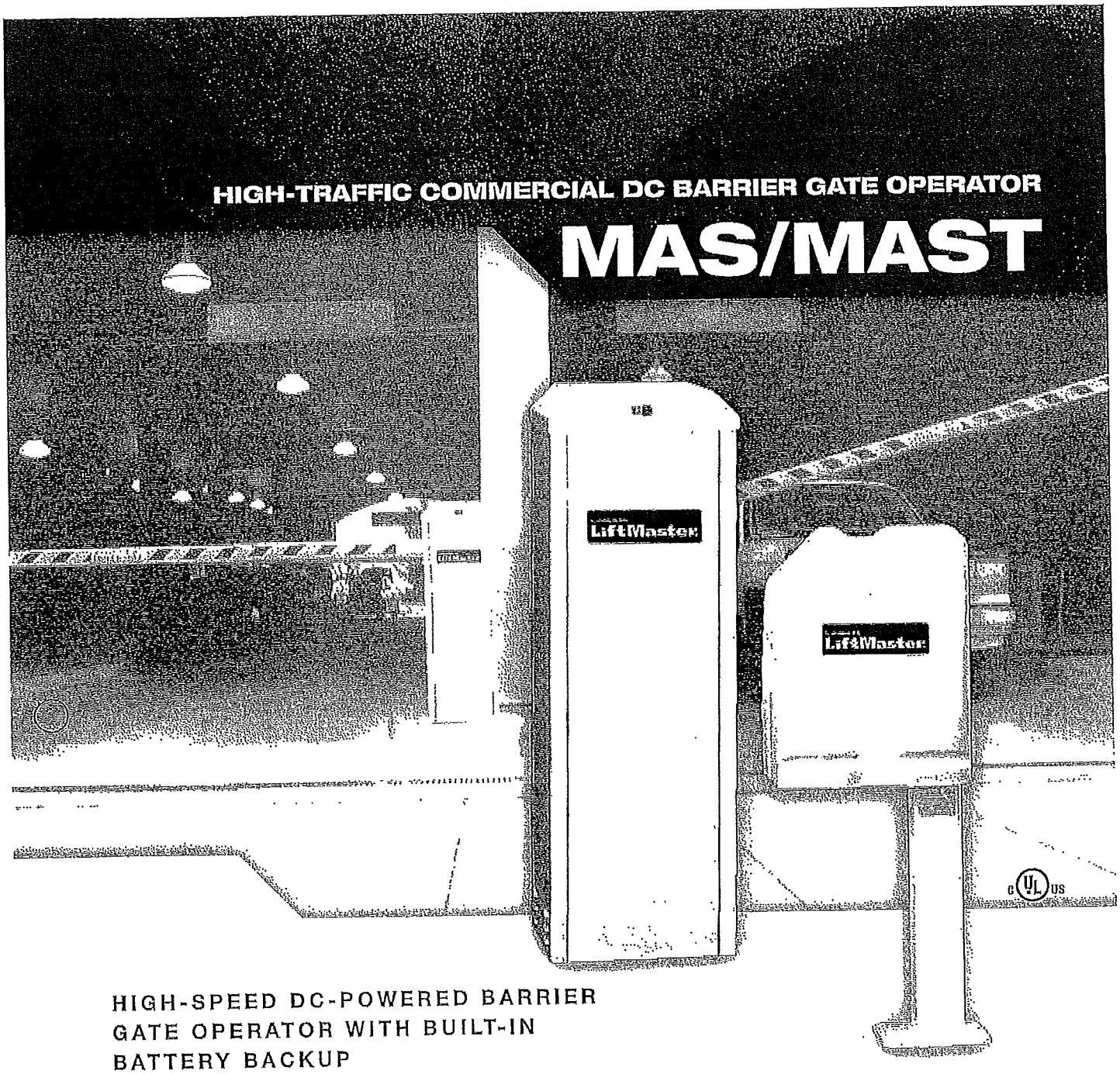
Please see attached. We are looking for approval as the vendor is uncomfortable deleted the phrase requested by our Law Office.

We would like to purchase the gate through Fox Valley Overhead door re:

1. Recommend by Ken Skenandore (Casino Electrical Manager)
2. Warranty Coverage
3. Location of Vendor to casino.
4. Cost

Thank you in advance,

Marlene (Minnie) Garvey
Oneida Casino
Valet Manager
920-429-3129
mgarvey@oneidanation.org



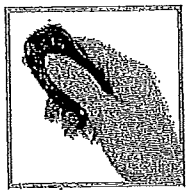
HIGH-SPEED DC-POWERED BARRIER GATE OPERATOR WITH BUILT-IN BATTERY BACKUP

The Mega Arm Sprint and Mega Arm Sprint Tower are DC-powered, high-speed additions to the LiftMaster® family of gate operators.

Designed with a 24VDC (1/2 HP equivalent) motor, these models provide exceptional speed, making them ideal for parking applications. Constructed with an aluminum alloy chassis, they're corrosion resistant and light enough for one person to carry and install. The heavy-duty motor supports 10,000 cycles per day with an operator speed of 0.9 second to open or close.

Built-in battery backup provides seamless operation of the gate operator and all DC control and sensing devices in the event of a power loss.

Built in Receiver



Exclusive from LiftMaster®, a single remote control solution for gate access and additional access points. Ability to add up to 50 remote controls.

LiftMaster®

MAS/MAST

STANDARD FEATURES

Highest grade "Aircraft Quality" Aluminum Chassis
High strength rust proof T-6 aluminum alloy chassis for superior strength corrosion resistance. Light enough for a one man installation.

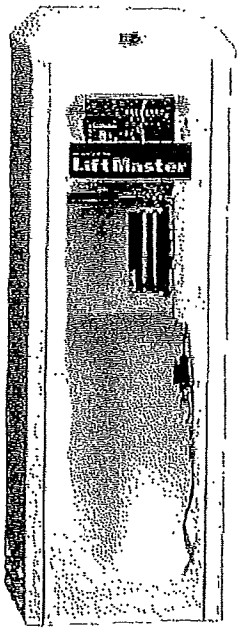
Magnetic Limit Sensors
Designed for high cycle applications, contain no moving parts to wear out, provide reliable operation.

Break Away Arm
Available with 12 or 15 ft. break away arm. Arm is held in place with break away retaining nuts. If arm is hit, it will break away and can be re-installed. Universal arm can be set up for right or left hand mount.

New & Improved Built-in Surge Protection
Added protection at point of incoming line voltage from power line spikes and surges.

1/2 HPS DC Motor with Soft Start Stop
Heavy duty motor provides strong reliable operation.

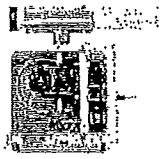
Auxiliary Outlet
Simplifies adding / powering up accessories devices. Save the expense of having to add an extra outlet.

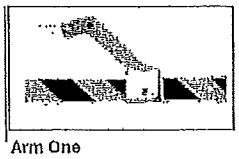


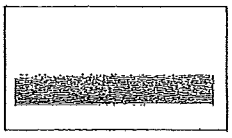
Selectable Auto Open
15 seconds after power failure of upon battery depletion barrier arm can be set to automatically open. 15 second delay helps reduce nuisance call backs due to short power interruptions or brown outs. Meets fire code for many local Municipalities.

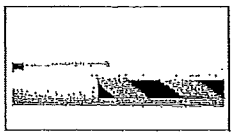
Battery Backup
Provides operation during power outages to maintain traffic flow. Automatically resets to normal operation when power is restored. (see specific cycle info per model see below)
The built in battery back-up provides up to 900 full cycles (12 ft. arm).

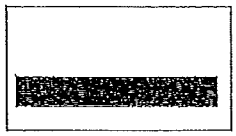
Heavy Duty Drive System
Extra Large commercial grade #80 gearbox provides strong reliable operation.




Arm One


Arm Two


Arm Three


Arm Four

SPECIFICATIONS

Operator Speed
2.5 seconds to open or close

Power
120V / 220V applications

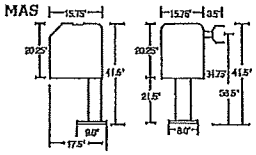
Accessory Power
24VDC 500 MA
Battery Backup for Accessory Power

Operator Weight *(without arm)*
MA - 89 lbs.
MAT - 113 lbs.

UL Listed
UL325 & UL991 - Class I, II, III, IV

Construction
Gear Reduction:
60:1 Reducer in synthetic oil bath
Motor:
1/2 HP Equivalent
Continuous-Duty 24VDC/
800 RPM
Chassis:
Powdercoated 1/4" Aluminum Alloy
Cover:
MA – Plastic
MAT – Aluminum

Dimensions



RECOMMENDED CAPACITIES		
HP*	MAX. GATE LENGTH (ft.)	CYCLES /DAY
1/2	12' & 16' aluminum arm 14' soft-padded arm	6,000

*equivalent 24VDC

2-YEAR WARRANTY

10-YEAR WARRANTY
Operator Frame

OPTIONAL EQUIPMENT

Articulating Arm
For operation in low headroom environments.

Clutch option
Allows arm to be manually pushed open. Arm automatically resets to normal closed position upon receiving activation. Ideal for areas that are concerned with vandals damaging arm.

ADDITIONAL FEATURES

Universal Controller With 8 Inputs

Right- Or Left-Handed Operation

Safety-stop Tailgate Feature

Anti-Tailgate Quick-Close Feature

LiftMaster®

THE CHAMBERLAIN GROUP, INC.
845 Larch Avenue • Elmhurst, IL 60126
www.liftmaster.com

AFA · UL US · IDA · DASMA · I.C./F.C.C. Certified · BOMA

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Robin J. Doxtater

From:	Ryan Nester <Ryan.Nester@amanomcgann.com>
Sent:	Monday, March 14, 2016 10:16 AM
To:	Robin J. Doxtater
Subject:	Casino Valet Gate
Attachments:	Main Casino Valet Gate.pdf

Robin-

Attached is the quotation for the casino valet gate. I've included a safety loop in the quotation. If the gate is being used for bi-directional traffic for valet, we recommend adding two more loops. I've put an optional cost for this. Please let me know if you have any questions or need any changes.

Best Regards,

Ryan M. Nester
Account Executive

Amano McGann, Inc.
413 N. Second Street, Suite 180
Milwaukee, WI 53203
Tel: 414.355.2020 Ext. 108
Fax: 414.289.8665
Ryan.Nester@AmanoMcgann.com

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AMANO McGANN

Project Name: Main Casino Valet Gate

Proposal Number: Q-00031296

Proposal Date: 3/14/2016

Submitted to:	**Oneida Nation**	**Submitted by:**	**Amano McGann, Inc.**
Customer Name:	Robin Doxtater	Amano Representative:	Ryan Nester
Address:	2020 Airport Drive	Address:	413 N. 2nd Street, Suite 180
City, State, Zip:	Green Bay, Wisconsin, 54313	City, State, Zip:	Milwaukee WI 53203
Tel:	(920) 496-7403	Tel:	(414) 355-2020
Email:	Rdoxtat1@oneidanation.org	Email:	ryan.nester@amanomcgann.com

Proposal valid through: 6/12/2016

Qty	Model	Description	Price Each	Price Extended
1	AMG-1750/A850	Gate, Dual detector, two-tone silver/grey.	$3,400.00	$3,400.00
1	AL12	12' Straight Aluminum Gate Arm	$150.00	$150.00
1	P-NL08-18/20	2' X 6' Preformed Loop with 20' Lead	$75.00	$75.00
1	DNR00018	Linear Delta-3, 2-Channel Wireless Digital Receiver	$79.50	$79.50
20	DNT00002A	Linear 1 Channel Transmitter	$25.00	$500.00

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TOTAL SYSTEM SUMMARY

Products Subtotal:	$4,204.50
Discount:	$850.00
Installation & Technical Services:	$990.00
Miscellaneous:	N/A
Subcontractor Services:	N/A
Freight:	$190.00
Applicable Taxes:	$0.00
Total System Investment:	**$4,534.50**

Option 1: If lane is being used as bi-directional we recommend the addition of 2 more loops. One for arming in each direction and the third as a safety/closing loop under the gate.

Additional cost to add 2 loops (installed): ADD $880

©2013 Amano McGann, Inc. Information contained in this document is confidential and proprietary to Amano McGann, Inc.

Terms & Conditions

Conditions and Disclaimers

- Amano McGann has included our standard Merit Shop Labor Rates for this project.
- Amano McGann assumes work can be completed during normal working hours. After-hours and weekend installation may result in additional fees.
- Amano McGann assumes penalties, liabilities, and/or consequential damages will not be part of the contract terms and conditions.
- Amano McGann reserves the right to negotiate mutually acceptable contract terms.

Installation

By Amano McGann and all work to be performed during the standard business hours of 8:00AM – 4:30PM, Monday through Friday. Additional charges apply for work requested to be performed after standard business hours and/or weekends. Idle time incurred due to absence of escorts, clearances, or inability to enter the work space or other factors beyond our control will be considered a change with added labor hours. Firm start date for installation to be determined after complete order has been received by Amano McGann. Amano McGann will provide necessary training on operation/maintenance of system.

Product Delivery

Estimated lead time for PARCS equipment is 2-3 weeks from receipt of all required order forms and deposit for product delivery, when applicable. Amano McGann will provide a secure off-site storage area for said materials throughout duration of the installation. Such materials will be treated as 'stored materials' for the purposes of payment applications. Unless otherwise agreed upon, price and delivery terms shall be F.O.B. shipping point.

Tax

Prices in this proposal do not include tax. Please provide tax exemption certificate.

Change Orders

Any alteration or deviation from the above specifications, including but not limited to any such changes involving additional material and/or labor costs, will be executed only upon a written change order for same, signed by both Buyer and Amano McGann. If there is any charge for such alteration or deviation, the additional charge will be added to the contract price.

Bonding, Insurance, & Liquidated Damages

Any bonding requirements are not included in this proposal and shall be provided at an additional charge based upon scope. Any insurance requirements outside of standard coverage's carried by Amano McGann are not included in this proposal and shall be provided at an additional charge based upon additional requirements and terms of coverage. Liquidated damages are not included in this proposal.

Warranty

This proposal includes 1 year warranty on parts and labor for defects in materials or manufacture. Warranty does not cover damage or malfunctions resulting from acts of God, collision, vandalism, misuse, electrical surges, power failure, or use of non-manufacturer approved parts or consumable supplies.

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Payment Terms

1. 0% down payment due upon acceptance of proposal.
2. Remainder to be invoiced upon completion of system installation.
3. Past due accounts will be subject to a late fee of 5% of the amount due.
4. Cancellation of contract or P.O. prior to on-site delivery results in a 25% restocking charge. There is no return or refund on custom products/services.

Proposal Validity

This proposal is valid through 6/12/2016. If the executed contract and/or purchase order is received after the expiration date, Amano McGann reserves the right to issue a revised proposal.

To be provided by Owner

Concrete and Protection Posts
Power circuits with connections to lane equipment
Empty control wire conduit system

Base Proposal Amount: $4,534.50

Acceptance & Authorization

THE PRICES, DELIVERABLES, SPECIFICATIONS AND CONDITIONS ARE SATISFACTORY AND ARE HEREBY ACCEPTED. AMANO MCGANN IS AUTHORIZED TO PERFORM THE WORK AS SPECIFIED.

Agreed on Behalf of Oneida Nation:

Signature _____

Print Name and Title _____

Date _____

Billing Address

_____

_____

_____

Client PO Number

_____

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Warranty

The Amano McGann project management and sales consulting staff understands that no matter how sophisticated a parking system is, it is the ongoing service that will make the system functional and effective. After the contract is signed, Amano McGann sales personnel and project managers stay involved throughout the life of the equipment. The goal is to create customers for life.

Amano McGann is committed to providing you with service to meet the needs of your parking operation. Downtime for parking equipment could mean serious inconvenience for parkers, loss of revenue, or hindrance of ingress. Amano McGann will do everything possible to minimize any system downtime.

This Amano McGann system comes with a Parts and Labor Warranty period of 1 Year . Your warranty start date will begin upon substantial completion of system. All work is warranted in its entirety to be free of mechanical or electrical defects in design, material, and/or workmanship. Amano McGann will repair or replace all work delivered under the Contract and correct any defect within the Warranty Period at no additional cost. The maintenance service during the warranty period will include all parts, labor, transportation, and support services to successfully perform maintenance, repair, and/or replace any hardware, mechanical, electronic, programming, or software component, to ensure the parking control system performs according to the requirements of the technical specifications. This maintenance service includes all lane equipment, host computer system hardware, operating system, software, and all associated communication sub-systems and peripheral devices.

During this warranty period, work shall be performed during normal business hours Monday through Friday from 8:00AM to 4:30PM. All other service calls shall be billed at cost of services.

This warranty does not apply to situations where damage or malfunctions resulting from fire, flood, earthquakes, elements of nature or acts of God, strikes, riots, collision, vandalism, misuse, electrical surges, power failure, use of non-manufacturer approved parts or consumable supplies, or any other similar cause beyond the reasonable control of Amano McGann.

Amano McGann is confident that we will provide the highest level of warranty service and ongoing maintenance support for the proposed parking control system. Our clients have high expectations, and we continue to provide quick response and resolution to ever changing service needs.

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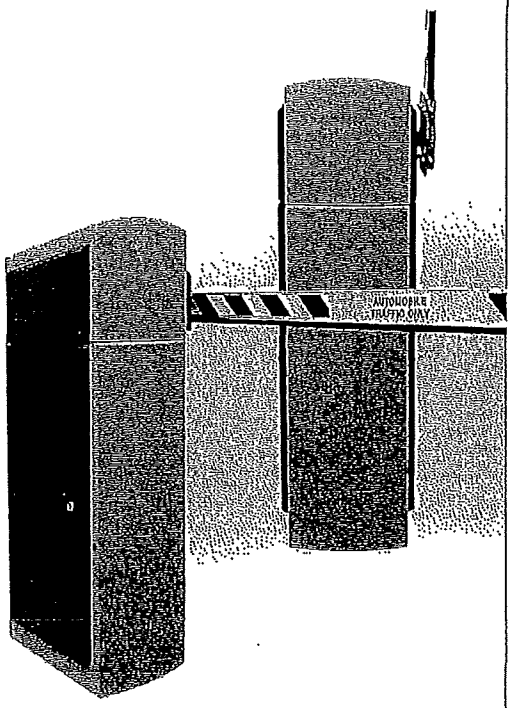
AMANO McGANN, PARKING SOLUTIONS

AMG-1700 Series

Parking Gate



Amano McGann's AMG-1700 Series Revenue Parking Gate is designed to meet all your parking control needs. The microprocessor-based logic and functionality provides the ultimate in reliability, performance and safety, as well as the flexibility to accommodate four different modes of operation.

AMANO McGANN

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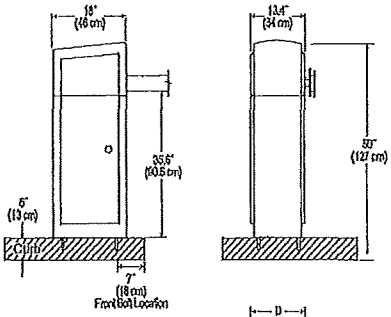
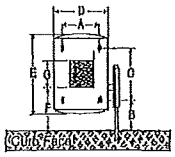
Parking Gate
AMG-1700



Letter	Measurement	
A	8.7"	(22 cm)
B	7"	(18 cm)
C	11.8"	(30 cm)
D	13.4"	(34 cm)
E	18.64"	(47.4 cm)
F	9.9"	(25.10 cm)
G	6"	(15.24 cm)



FEATURES

- *Slim, cabinet-style design*
- *Four selectable modes of operation*
- *Pre-installed detector harness*
- *Microprocessor-based logic and functionality*
- *Standard "extra sensory" safety feature*
- *Instant reversing motor*
- *1/3 horsepower motor with sealed gear reducer*
- *Internal thermal/overload protection*
- *Thermostat-controlled heater*
- *12' standard gate arm, and 11' standard folding gate arm configurations available*
- *Dual powder coat finish*

SPECIFICATIONS

ELECTRICAL	
120V AC, 60 Hz	
220/240V AC, 50/60 Hz	
Service amps:	20A (120V)
Connections:	Four utility power outlets
	DIN rail terminal blocks including logic
	Main power breakers
Field wiring:	Removable terminal block assembly
	Dry contact input, output
	12V DC unregulated
MOTOR CHARACTERISTICS	
Horsepower:	1/3 single-phase instantly reversing motor
Speed:	1625 RPM
Starting amps:	10A (120V) maximum
Running amps:	4.5A (120V)
Heavy-duty V-belt to drive speed reducer	
Internal thermal/overload protection	
ENVIRONMENT	
Temperature:	-20°F ~ 120°F (-29°C ~ 49°C) Automatic thermostat-controlled heater included
Humidity:	10% ~ 90% (non-condensing)
HOUSING	
Heavy-duty, 14-gauge all-weather steel construction	
Dimensions:	45.1"H x 13.4"W x 18.6"D (114 cm x 34 cm x 47 cm)
Weight:	166 lbs. (75 kg)
Access:	Removable cover on drive mechanism (360° access)
	Lockable door (access to electrical connections and control box)
Finish (Std):	Argento Silver (#305) cabinet / Classic Grey (#314) side panels; White (RAL#9003); custom color available
GATE ARM	
Height:	34" (86 cm) as shipped in down position
Length:	AL12: 12' (365 cm) — aluminum
	AL26: 11' (323 cm) folding gate arm — aluminum
Optional sonic alert:	Audible alarm kit (AGP-0517/A627)
MICROPROCESSOR-BASED CONTROLLER	
Quick, plug-in installation. Gate up/normal/down switch (internal manual override).	
Operation modes:	One way pay
	Bi-directional lane
	Free direction
	Input/output lane controller
Switch selectable features:	*Extra sensory" timer
	Backout timer
	Closing loop safety "auto stop"

Specifications are approximate and are subject to change without notice.
UL approval does not apply to 220V/240V AC, 50/60 Hz

REPRESENTED BY:

AMANO McGANN

2889 Patton Road, Roseville, MN 55113
Tel: (612) 331-2020 www.amanomcgann.com

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AMANO McGANN

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Robin J. Doxtater

From:	Mark Henke <MarkH@tapconet.com>
Sent:	Tuesday, March 08, 2016 3:36 PM
To:	Robin J. Doxtater
Subject:	RE: Parking Gate
Attachments:	Quote No. Q1602746.pdf; Parking Data Sheet.pdf; IMG_0495.jpg

Robin,

Attached is the bid for the parking gate with a 12 ft. arm, 20 radio remotes and installation of the gate.

We are bidding the new MicroDrive gate from Magnetic Automation. This gate utilizes no v-belts or limit switches and is a direct drive gate. No adjustments are required unlike other gates on the market. The arm movement of the gate is very clean and brakes at both the upper and lower limits of travel before stopping. You will no longer be required to adjust limit switches or change v-belts.

We have many customers using this gate such as Miller Park, Acuity Insurance, The Medical College of Wisconsin, Froedert Hospital, Children's Hospital of Wisconsin and many more locations.

I have attached a cut sheet of the gate along with a picture of this exact same gate installed at the Medical College of Wisconsin.

Please do not hesitate to call me with any questions.

Mark Henke
VP - Intelligent Parking and Security Systems
Office: 262-814-7318
Cell: 414-333-0562
Fax: 262-649-5214
MarkH@tapconet.com

Visit us at TAPCOnet.com

-----Original Message-----
From: Robin J. Doxtater [mailto:RDOXTAT1@oneidanation.org]
Sent: Tuesday, March 08, 2016 2:43 PM
To: Mark Henke
Subject: Parking Gate

TAPCO

March 8, 2016

Dear Mark Henke,

SALES QUOTE

Customer Copy

Number	Q1602746
Date	3/8/2016
Page	1

TAPCO®

5100 West Brown Deer Road, Brown Deer, Wisconsin 53223
Phone 1-800-236-0112 • www.tapconet.com • Fax 1-800-444-0331

Sell to Cust: G1502	Ship to Cust:
Oneida Tribe of Indians of Wisconsin Mike Finn Accounts Payable P O Box 365 Oneida, WI 54155	Oneida Tribe of Indians of Wisconsin Mike Finn Accounts Payable P O Box 365 Oneida, WI 54155

Reference #/Z	Expires	Slsp	Terms	Freight	Ship Via
	4/7/2016	Mark Henke	Net 30 DAYS	PREPAY/ADD	BEST RATE

Item	Description	Quantity	UM	Price	UM	Extension
109056	Gate,12' MicroDrive Parking Gate,Pro Model 1.3 second open,110 Watt,Orange Housing	1	EA	3,200.00	EA	$3,200.00
375-00001	Receiver, Commcl Linear, 1 Channel Model #GRD	1	EA	39.00	EA	$39.00
375-00004	Transmitter, "DT" Linear, Single Button	20	EA	16.00	EA	$320.00
373-88881	Installation, Includes a 1 yr. parts and labor warranty	1	EA	1,190.00	EA	$1,190.00
	Existing electrical and footing to be reused					

Shipment within _____
Acceptance By _____
Date _____
By _____

Merchandise	Freight	Tax	Total
$4,749.00	$0.00	$0.00	$4,749.00

For terms and conditions, please visit: http://www.tapconet.com/terms-and-conditions

Magnetic.Access

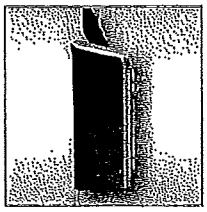
Magnetic.Parking

Whether we are talking about a parking garage, an underground parking or a parking area - the barrier is and remains the key element. Magnetic.Parking barriers were specifically designed for highly frequented applications.

The Magnetic.Parking product range does not only offer fast opening times, long-life cycle, reliability and quality. Furthermore, they amaze with extraordinary design, extremely low operational costs, easy handling and almost maintenance-free technology.

In a nutshell: Magnetic.Parking barriers are the first choice for car park operators and solutions providers (OEM) that need to establish an easy and reliable vehicle access control.

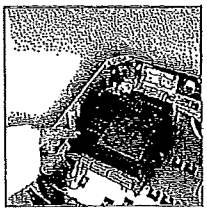
- » high basic functionality
- » safe control unit (EN 13849)
- » 80% more connectivity (I/O, TCP/IP, RS-485, etc.)
- » high ease of use / max. accessibility
- » only 35W power consumption (Magnetic.Parking)
- » 10 Mio opening and closing movements



Design and quality

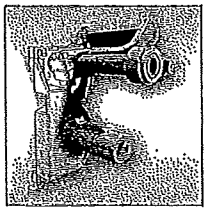
MHTM™ MicroDrive barriers impress with sophisticated and enduring design. The modularly designed housing made of extruded aluminum profiles and a base frame made of stainless steel (both powder-coated) offers best protection against corrosion.

The MHTM™ product line is winner of the red dot award: product design 2012.



Control unit

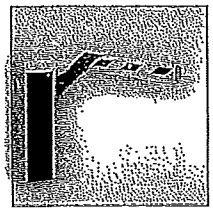
The control unit MGC / MGC Pro is compliant with EN 13849. It is located directly underneath the top cover and can be accessed from all sides. Configuring the barrier is easily accomplished via the LCD's intuitive user interface that can be navigated with just 4 push-buttons.



Drive unit

The drive unit of MHTM™ MicroDrive is not only astonishing because of its small dimensions. You also get a high torque with an extremely minimized power consumption. The high torque guarantees best operation even under severe weather conditions (heavy winds, snow, etc.).

The motor, motor control and gearing are all combined in one compact drive unit.



VarioBoom and break-away flange

The VarioBoom concept enhances the visibility of the barrier boom which may be even more increased installing optionally available accessories. It comes equipped with a foamed edge protection which offers best protection against damages and harm to people. The optionally available break-away flange may be used to drop the whole barrier boom in case of an unwanted or forced drive-through. The boom may be fixed afterwards without any adverse effect on the functionality.

5806,0026US_03/2013 | Subject to change without prior written notice.

Technical Data	Magnetic.Parking	Magnetic.Parking Pro
Lane width max.	12 ft	12 ft
Opening / closing time	1,8 s	1,3 s
Power consumption max.	35 W	95 W
Duty cycle	100%	
Supply voltage	Wide voltage range 85 - 264 V AC	
Frequency	50 - 60 Hz	
Drive unit	MHTM™ MicroDrive	
Housing dimensions (WxDxH)	12,4 x 14,2 x 36,0 in	
Weight without boom	88,2 lbs	
Housing design	Powder-coated aluminum	
Base frame	Powder-coated stainless steel	
Protection class	IP 54	
Compliant with	UL 325, 2004/108/EC, 2006/95/EC, 2006/42/EC, CE	
Temperature range	-22 to +131 °F	

Features	Magnetic.Parking	Magnetic.Parking Pro
Standard colors	RAL 2000 (orange), RAL 9010 (white)	4 variants
Special painting	○	○
VarioBoom	●	●
Extension set VarioBoom	-	○
Control unit	MGC	MGC Pro
Integrated 2-channel loop detector	●	●
Control unit modularly extendable	Radio control and additional 2-channel loop detector only	●
Variable I/O assignment	-	●
Number of digital inputs	8	8
Number of relay/digital outputs	6/4	6/4
Closing / opening times selectable	● /	● / ●
Solar / battery option	○	○
Extended accessories	-	○
Specified number of cycles	10 Mio	10 Mio
Warranty	2 years	2 years

● Standard
○ Optionally available
- Not available

5806,0026US_03/2013 | Subject to change without prior written notice.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 11 / 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:

26th Annual National Indian Head Start Conference & Tribal Consultation
Washington DC June 5-8, 2016

****All travel costs are Grant Funded****

Requested Action: Approve Grant Funded Travel Request

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. Conference Agenda
2. Tribal Consultation Information
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Jennifer Webster, Council Member

Primary Requestor/Submitter: Jennifer Webster, Council Member
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 goal of this conference is to present pre-intensives and workshops to assist programs with emerging accountability across all levels of management and leadership.
Tuesday, June 7 is Hill Day to meet with members of Congress.
Wednesday, June 8 is Tribal Consultation.

****All travel costs are Grant Funded****

Requested Action:
Approve the Grant Funded Travel Request

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 Travel Request

1. OBC Meeting Date Requested: 5 / 11 / 16 ☐ e-poll requested

2. General Information:

Event Name: 26th National Indian Head Start Conference & Tribal Consultation

Event Location: Washington DC

Attendee(s): Jennifer Webster

Departure Date: Jun 5, 2016

Attendee(s):

Return Date: Jun 8, 2016

Attendee(s):

3. Budget Information:

☐ Funds available in indivdual travel budget(s)

☐ Unbudgeted

☒ Grant Funded or Reimbursed

Cost Estimate: $2,287.95

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 goal of this conference is to present pre-intensives and workshops to assist programs with emerging accountability across all levels of management and leadership. Hill Day is Tuesday, June 7 to meet with members of Congress, Tribal Consultation is on Wednesday June 8.
Jennifer Webster is Liaison to Head Start.

****All travel cost are Grant Funded****

Requested Action::
Approve the Grant Funded Travel Request

5. Submission

Sponsor: Jennifer Webster, Council Member

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

Invite your tribal leaders to attend the following special events during the 2016 National Indian Head Start Directors Association Management Training Conference:

Monday, June 6, 2016

2016 NMSHSA and NIHSDA Joint Education Policy Forum (8:30 am – 4:30 pm)

NIHSDA has had a close working relationship in Washington, DC with the National Migrant and Seasonal Head Start Association (NMSHSA) going back to the last reauthorization of the Head Start Act. Like AIAN Head Start, Migrant Head Start is its own region (Region XII) and shares many issues in common with our programs. During this joint policy session, the two organizations will meet to discuss strategy for protecting Head Start as the Congress begins to consider reauthorization of the Head Start Act. The session will allow for the discussion of common problems and provide an opportunity to build further relations between the two organizations. If you are interested in NIHSDA's efforts to educate the Congress, this session will be very valuable to you.

Opening Reception

Join us Monday night, 7-9 pm, to network with colleagues, kick-off the 2016 conference, and enjoy light refreshments!

Tuesday, June 7, 2016

Hill Day

Hill Day is a highlight of the 26th NIHSDA Management Training Conference and is time designated for conference attendees to educate their members of Congress about the importance and benefits of Head Start and Early Head Start. In fact, this is the reason we are having this year's conference in Washington, D.C! This is an ideal opportunity for you to join your program staff and meet with policymakers who decide how Head Start will be funded and how Head Start will look in years to come. Take this chance to share with your Members how Head Start has impacted your tribal community.

Reception on the Hill (5:30 pm to 7:00 pm)

Join us on Capitol Hill! The National Indian Head Start Directors Association (NIHSDA) will co-host a Capitol Hill reception with the National Migrant Seasonal Head Start Association (NMSHSA) on Tuesday, June 7, 2016. Come mingle with members of Congress and congressional staff in a relaxed atmosphere. This event shows appreciation for their support of Head Start and provides an opportunity for them to learn more about issues that are important to AIAN Head Start programs.

Wednesday, June 8, 2016

OHS Tribal Consultation* (12:30 pm to 4:00 pm)

The Department of Health and Human Services invites leaders of Tribal Governments operating Head Start and Early Head Start programs to participate in a formal Consultation Session with the Office of Head Start leadership. The sessions will help to better meet the needs of American Indian and Alaska Native (AIAN) children and families, taking into consideration funding allocations, distribution formulas, and other issues affecting the delivery of Head Start services. You are encouraged to submit agenda items, provide written testimony, and invite observers to the meetings.

Agenda and Testimony

Tribal leaders and designated representatives interested in submitting written testimony or proposing agenda topics for these Consultations should contact Angie Godfrey, Regional Program Manager, Region XI, Office of Head Start at Angie.Godfrey@acf.hhs.gov or 202-205-5811. Proposals must be submitted at least three days in advance of the Consultation and include a brief description of the topic area along with the name and contact information of the suggested presenter.

Designated Representatives and Observers

The Consultation will be conducted with elected or appointed leaders of Tribal Governments and their designated representatives. Designees must have a letter from the Tribal Government authorizing them to represent the Tribe. The letter must be submitted at least three days in advance of the Consultation to Angie.Godfrey@acf.hhs.gov. Representatives of Tribal organizations and Native nonprofit organizations are welcome to attend as observers.

**Registration for this event is separate through the Office of Head Start.*

www.nihsda.org

Together Standing Strong for Children

26th National Indian Head Start Directors Association Management Training Conference

The goal of this conference is to present pre-intensives and workshops to assist programs with emerging accountability across all levels of management and leadership.

June 6-9, 2016
Arlington, VA

WHO SHOULD ATTEND
Directors, Management Teams, Policy Council Members and Tribal Leaders.

Conference Cost

Pre-Conference Intensive Registration Fee		
NIHSDA MEMBER	1 day Registration	$300
NON-MEMBER	1 day Registration	$375

Main Conference Registration Fee		
NIHSDA MEMBER	Early Registration	$450
	After May 13	$525
NON-MEMBER	Early Registration	$575
	After May 13	$675

Hill Day –Tuesday, June 7

Hill Day is a highlight of the 26th NIHSDA Management Training Conference and is the best opportunity you will have to educate your members of Congress about the importance and benefits of Head Start and Early Head Start. In fact, this is the reason we are having this year's conference in Washington, D.C!

This is an ideal opportunity for you to meet with policymakers who decide how Head Start will be funded and how Head Start will look in years to come. Take this chance to share with your Members how Head Start has impacted your community and your life. Remember - Members of Congress are there to represent you! Congressional staff members are often just as happy for the opportunity to meet with you as you are.

Hill visits should be scheduled on Tuesday, June 7 following our general session. The day will end with a reception on the Hill.

Watch for more information coming soon!

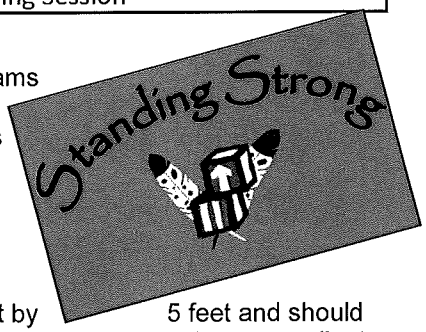
Opening Reception

Join us Monday night, 7-9 pm, to network with colleagues, kick-off the 2016 conference, and enjoy light refreshments!

Conference Agenda

Monday, June 6, 2016	
9:00 am – 4:30 pm 8:30 am – 4:30 pm	Pre-Intensives •The Ups and Downs of Teacher Observations •Self-Assessment Preparation and Planning •Joint Policy Forum with Migrant at NEA Building
7:00 pm – 9:00 pm	Opening Reception
Tuesday, June 7, 2016	
8:30 am – 10:00 am	General Session- Advocacy
10:30 am – 12:00 pm	Workshops
1:30 pm – 3:00 pm	Workshops
12:00 pm – 5:00 pm	Hill Day
5:30 pm – 7:00 pm	Hill Reception
Wednesday, June 8, 2016	
8:30 am – 10:00 am	General Session - OHS
10:30 am – 12:00 pm	Workshops
1:30 pm – 3:00 pm	Workshops
3:30 pm – 5:00 pm	Workshops
12:30 pm – 4:00 pm	OHS Tribal Consultation
Thursday, June 9, 2016	
8:30 am – 10:00 am	Workshops
10:30 am – 12:00 pm	Workshops
1:30 pm – 3:00 pm	Workshops/Membership Meeting
3:30 pm – 4:30 pm	Closing Session

Standing Strong Flags

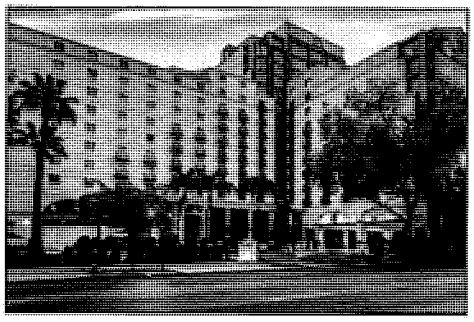


We are asking HS/EHS programs to create flags that represent what "Standing Strong" means to their community. The flags will be presented by program staff at the general session on Tuesday and will be displayed during the conference. Flags should be no larger than 3 feet by 5 feet and should say "Standing Strong." The flags would also make an excellent gift for an elected official during your visits.

Watch for more conference information at our website **www.nihsda.org**

For questions call us at 405-360-2919.

Travel Information



Hotel:

Renaissance Arlington Capital View Hotel
2800 South Potomac Ave
Arlington, VA 22202
Phone: (703) 413-1300
Room Rates: $226 plus taxes (13% tax)
The special conference rates are available until 6:00 pm Eastern Time on **Thursday, May 12, 2016**. Reserve your room early; we can not guarantee you a room at the conference rate after May 12. Book your group rate for National Indian Head Start Directors Association

The hotel requires a credit card at the time you make your reservation in order to hold your room. They also require a credit card imprint at check-in time to cover incidentals such as telephone calls, room service, etc. If you do not plan to use a credit card at check-in, you will be asked for a cash deposit of $50 per night for each room to cover any incidental expenses.

Check-in time is 3:00 pm and check-out time is 12:00 pm. A late-departure charge may apply for any room occupied after the check-out time. Renaissance Arlington Capital View Hotel is a non-smoking facility.

Air Travel:

Reagan National (DCA) to Renaissance Arlington Capital View Hotel approximately .9 miles, complementary hotel shuttle
Dulles International Airport (IAD) to Renaissance Arlington Capital View Hotel approximately 28 miles

Ground Transportation:

Airport shuttle and taxi rates provided below may vary.

Hotel Shuttle
The Renaissance Arlington Capital View Hotel offers complimentary airport shuttle service to and from Reagan National (DCA). Shuttle Phone: 1 703 413 1300

Super Shuttle:
Super Shuttle passengers share the ride with others going in their direction. Reservations are not required, however advance reservations allow you to pre-pay. To make your shuttle reservation visit www.supershuttle.com. Prices are $16 per passenger/one way from Reagan National or $30 per passenger/one way from Dulles International

ExecuCar or Taxi Service:
ExecuCar is a personal sedan service. ExecuCar fares are FLAT RATES. To make your reservation, call 1-800-660-8000 or www.execucar.com

Taxi fares are not flat rates, they are APPROXIMATE FARES and do not include other applicable charges. Your actual fare may be different than the amount shown below. Further taxi charges may apply for additional passengers and bags or use of the trunk.

From Reagan National (DCA) to Renaissance Arlington Capital View Hotel
ExecuCar -$59 per passenger/Taxi - $10

From Dulles International Airport (IAD) to Renaissance Arlington Capital View Hotel
ExecuCar -$119 per passenger/Taxi - $50

Hotel Parking:
Valet parking, $34 daily
On-site parking, $9 hourly, $29 daily

Weather:
June is really the beginning of summer in the District. You don't have the humidity to deal with that comes in July and August and you can finally break out the sundresses and shorts. You will want to pack a sweater for the evenings and comfortable walking shoes for walking.
Average high temperature: 82 degrees
Average low temperature: 65 degrees

Entertainment and Attractions:
Visit http://washington.org to view the exciting adventures the DC area has to offer.

Questions?
If you have any questions or concerns about your travel, please don't hesitate to contact me by telephone at 405-360-2919 or by e-mail at teri@threefeathersassoc.com.

National Indian Head Start Directors Association

26th National Training Conference

"Together Standing Strong for Children"

June 6-9, 2016, Renaissance Arlington Capital View, Arlington, VA

CONFERENCE REGISTRATION FORM*

***One person per registration form please. Make additional copies as needed.**

Please type or print clearly

Registrant Name:_____

Title/Position: _____

(PLEASE USE ONE OF THE FOLLOWING: Tribal Leader, Policy Council Member, Parent, Head Start Director, Early Head Start Director, Child Care Director, Management Staff, Teaching Staff, Head Start Staff or Friend.)

Program Name:_____

Address: _____

City, State, Zip: _____

Phone: _____ Email: _____

NIHSDA Member	NIHSDA Non-Member	
		Monday, June 6: Pre-Conference Intensives
[ ] $300	[ ] $375	Self-Assessment Preparation and Planning
[ ] $300	[ ] $375	The Ups and Downs of Teacher Observations
[ ] Free	[ ] Free	NIHSDA and NMSHSA Joint Policy Forum
		Tues – Thurs, June 7-9: Main Conference
[ ] $450	[ ] $575	Early Registration (on or before May 13)
[ ] $525	[ ] $675	Late Registration (after May 13)

T-shirt size:
[ ] S
[ ] M
[ ] L
[ ] XL
[ ] 2X
[ ] 3X
[ ] 4X

Will you be scheduling a meeting with your members of Congress on Tuesday, June 7?
[ ] Yes [ ] No
Once you have a meeting scheduled please notify NIHSDA by emailing teri@threefeathersassoc.com

Registration fee is non-refundable

Notify us of **changes or substitutions** as soon as possible at 405-360-2919 or teri@threefeathersassoc.com
Persons who require special assistance or meals to participate in this conference should contact Teri Stringer at 405-360-2919 or email teri@threefeathersassoc.com by May 27.

Total Amount Paid $ _____:
Method of Payment: [ ] Check made out to NIHSDA [ ] Credit Card

CREDIT CARD # _____ EXPIRATION DATE_____

Billing Zip Code: _____ Security Code: _____

DO NOT MAIL PAYMENT AFTER MAY 20, 2016. PRIOR TO MAY 20, MAIL TO:
NIHSDA, P.O. Box 6058, Norman, OK 73070 FAX: NIHSDA – 405-360-3069
Make checks payable to NIHSDA. EIN # 73-1388267

REGISTER ONLINE AT WWW.NIHSDA.ORG

Pre-Conference Intensives
Monday, June 6, 2016

9:00 am to 4:30 pm

The Ups and Downs of Teacher Observations

Presenter: Tina Routh

This is an interactive session that will help teachers, supervisors or managers to make the most out of classroom observations that help children learn while playing. The goal of this training is to have FUN and help participates to develop quality services while developing a strong teaching team. This session will also focus on Instructional Support highlighting activities to help understand Concept Development, Quality of Feedback and Language Modeling. We will look at different ways to make observations plus we will practice observations. Participates will have the opportunity to share ideas, practice strategies and develop tools for their tool kit.

Self-Assessment Preparation and Planning

Presenter: Vince Rinehart

This session will be designed to walk participants through the full self-assessment process using sample data, scenarios, role play, and original self-assessment tools designed by Early Childhood Analytics. Integrated into the session will be material from the Office of Head Start such as Performance Standards and guidance for the Self-Assessment process. Requirements and best-practices from this material will be referenced and participants will be shown how the presented tools and process directly address this material and fulfill OHS requirements.

8:30 am to 4:30 pm

SPECIAL: 2016 NMSHSA and NIHSDA Joint Policy Forum

NIHSDA has had a close working relationship in Washington, DC with the National Migrant and Seasonal Head Start Association (NMSHSA) going back to the last reauthorization of the Head Start Act. Like AIAN Head Start, Migrant Head Start is its own region (Region XII) and shares many issues in common with our programs. During this joint policy session, the two organization will meet to discuss strategy for protecting Head Start as the Congress begins to consider reauthorization of the Head Start Act. The session will allow for the discussion of common problems and provide an opportunity to build further relations between the two organizations. If you are interested in NIHSDA's efforts to educate the Congress, this session will be very valuable to you.

This session will be held offsite at the NEA building. Transportation to the session will leave the hotel at 7:30 am.

Special Conference Activities

SILENT AUCTION

Support the NIHSDA Native Child/Family Advocacy Fund by bringing great cultural items from your program to donate to the Silent Auction.

ANNUAL MEMBERSHIP MEETING

We would like to invite those directors who are NIHSDA members to the Annual Membership meeting, Thursday, June 9 2016, 1:30—3:00 p.m. If the director is not able to attend, a substitute may attend in their place.

Free for Tribal Leaders!

OHS Tribal Consultation*
June 8, 2016
12:30 pm to 4:00 pm

The Department of Health and Human Services invites leaders of Tribal Governments operating Head Start and Early Head Start programs to participate in a formal Consultation Session with the Office of Head Start leadership. The sessions will help to better meet the needs of American Indian and Alaska Native (AIAN) children and families, taking into consideration funding allocations, distribution formulas, and other issues affecting the delivery of Head Start services. You are encouraged to submit agenda items, provide written testimony, and invite observers to the meetings.

Agenda and Testimony

Tribal leaders and designated representatives interested in submitting written testimony or proposing agenda topics for these Consultation should contact Angie Godfrey, Regional Program Manager, Region XI, Office of Head Start at Angie.Godfrey@acf.hhs.gov or 202-205-5811. Proposals must be submitted at least three days in advance of the Consultation and include a brief description of the topic area along with the name and contact information of the suggested presenter.

Designated Representatives and Observers

The Consultation will be conducted with elected or appointed leaders of Tribal Governments and their designated representatives. Designees must have a letter from the Tribal Government authorizing them to represent the Tribe. The letter must be submitted at least three days in advance of the Consultation to Angie.Godfrey@acf.hhs.gov. Representatives of Tribal organizations and Native nonprofit organizations are welcome to attend as observers.

Registration for this event is separate through the Office of Head Start. Register online here.

Training Workshops

A Demographic Overview of Indian Country
Vincent Rinehart, Early Childhood Analytics
In this presentation we look at key demographic and economic factors that drive the need for Head Start services in Region XI as if it were one contiguous region. What is the poverty rate for young families in Indian Country? How many Head Start eligible children are there? This presentation explores Indian Country, compares it to other Regions, finds outliers, and demonstrates an analytic process that can be applied to Head Start programs and service areas of every size. A demographic overview of each Region XI AI/AN program will be completed and available to individual programs at this workshop.

Building Effective Management and Communication Skills
Carol Bellamy, ICF International
In this workshop I will share how Program Administrators can deliver effective training and management sessions with staff. The audience will practice using Bloom's Taxonomy to develop measurable goals and practice documentation of goals. Participants will learn valuable techniques to use during performance evaluations, classroom observations and ways to provide feedback during performance review.

Child Engagement in Play and Learning as an Indicator of Program Quality
Alan Guttman, Johns Hopkins University Center for Technology in Education
Monitoring protocols and quality rating systems focus primarily on a program's physical environment and structure; adult-child interactions; staff qualifications; care and education practices; and child outcomes. This workshop will consider the importance of child engagement in play and learning as an indicator of program quality. In this interactive session participants will learn how to define and identify the types and quality of children's engagement with adults, peers, play activities and instructional tasks. Video segments of children involved in typical classroom activities will be viewed, analyzed and discussed to broaden and deepen participant understanding of how best to support and promote high quality child engagement in learning.

Classroom, Organizational, and Personal Goal Setting
Michael Hubler, Florida College of Missionary Aviation/ Time to Sign, Inc.
Whether you want to learn to establish goals for yourself, your classroom, or your organization this session is for you. Learn how to write vision and mission statements, goals, objectives, and how to plan to make those dreams a reality! Participants will receive detailed worksheets to help in solidifying goals and the steps necessary to make them a reality. Dr. Hubler teaches a collegiate goal setting class and will be making this knowledge available to all who attend.

Communication: The Leader Within
Eva Carter, Patty Brown, CDI-NTC
This workshop is designed to discover your leadership style and strengthen your communication with staff, leaders, and collaborative partners. Skill building will include strength based strategies and reflective practice. During this interactive workshop, you will explore your leadership style, verbal and non-verbal communication, authenticity of your message, and how temperament plays a role in getting your point across with clear expectations. The power of the words you say or don't say make the difference in successful decision making and positive outcomes. You will receive tips regarding outcome based decision making and will practice communicating with others using real life scenarios. Everyone has the potential to lead but it is more than position power. You can make a difference by using what you have in your own authentic way while empowering those around you.

Data Management with ChildPlus
Carolyn Heyliger-Graham, ChildPlus
In this session you will learn how to collect data and use reports, setup email notifications, improve data tracking for teacher-child interactions and family goal-oriented relationships, and improve your policies and procedures.

Effective Fiscal Management
National Center on Program Management and Fiscal Operations
Effective fiscal management is a key ingredient for successful programs. Consistent with the five-year oversight theme, this three-hour session will interactively explore key fiscal issues including effective budgeting as an extension of program planning. This session will also emphasize the importance of bridging the divide between program staff and fiscal staff for the efficient use of resources to accomplish program goals and objectives. Participants will discuss and share how to manage multiple funding sources, use TTA dollars effectively, slot conversion/reduction and cost allocation.

Effectively Engaging the Head Start Policy Council
Gilbert Gonzales, Patty Eningowuk, ICF International
Do you want to learn new strategies to empower your Policy Council members to make the best decisions that will result in positive outcomes for your children, families and community? This session will use a variety of adult learning modules to identify effective strategies to support full engagement of your Policy Council in taking ownership of their responsibilities as guided by the Head Start Act section 642 (c)(2)(D). Topics to support your success as a management team and Policy Council's success as one entity of the Governing Body will include; designing and implementing Policy Council training, supporting ongoing communication, bridging the Policy Council activities with the Parent Committee activities, monthly reports from Head Start management and empowering Policy Council members to be fully engaged in monthly meetings. Targeted Audience – Head Start/ Early Head Start Directors and Policy Council Members.

Training Workshops

Emergency Preparedness
Kelly Towey, Laura Brooke, National Center on Early Childhood Health & Wellness
Programs play an important role in emergency preparedness, response and recovery. Information on resources and materials available to assist programs in preparing, responding and recovering from emergencies and crises will be shared as well as in-the-field perspectives and lessons learned. The importance of social and emotional supports for children and adults will also be covered.

Engaging and Goal-Setting in your Role as a Leader: The Process, The Partnership, The Result
National Center on Parent, Family, & Community Engagement
The work you do to build trusting relationships within your program supports growth and development of children, families, and staff members. Come to this session with the National Center on Parent Family Community Partnership (NCNATIONAL CENTER ON PARENT, FAMILY, & COMMUNITY ENGAGEMENT) and explore a new tool that support your role and competencies as a leader in goal-setting and partnering with families and staff to reach new heights for themselves and your program quality.

Five-Year Oversight and Program Planning
National Center on Program Management and Fiscal Operations
This session is designed to give event participants a conceptual foundation of the five-year project period, with an emphasis on program planning, self assessment and the OHS monitoring process. Program planning helps Head Start grantees inform their respective five-year narratives for their children, families and communities. This session will emphasize the role of self-assessment and ongoing monitoring. Participants will also understand how data serves as a key linkage for the planning process, especially in regards to setting and implementing goals and objectives and addressing continuous program improvement.

Governance: Structure, Processes and Relationships – Important Elements of Effective Leadership
National Center on Program Management and Fiscal Operations
Strong program leadership (governing body, Policy Council and key management staff) is essential if a Head Start grantees is going to be successful. This session will address how structure, process and relationships are important elements of successful program leadership. In addition, participants will explore key ECLKC resources that can further inform their governance and leadership efforts.

Head Bumps Matter: Protecting Young Brains
Elizabeth (Betsy) LM Miller, Child Care Health & Safety, LLC
Head bumps may have long-lasting consequences for a child. This workshop addresses ways to apply best practice active supervision to reduce the risk of head injuries. Learn the twelve (12) most common play area hazards. Adopt or improve use of Injury Report Forms and Injury Logs. Explore how to accommodate a child, in group care, who has sustained a traumatic brain injury Discover which age appropriate play equipment is recommended by the CPSC Public Playground Safety Handbook. Receive current resources / handouts which include how to request a Certified Playground Safety Inspector. (ITERS-R, ECERS-R: Personal Care Routines) Workshop written by the Early Childhood Education Linkage System (ECELS)-Healthy Child Care PA, PA Chapter, American Academy of Pediatrics.

Head Start-Child Care Partnerships: Digging Deeper-Building the Castle Together
Eva Carter, Patty Brown, CDI-NTC
Working together in partnership with Head tart, Child Care or other partners in a way which more children can be served with comprehensive quality services that promote healthy outcomes. Sometimes, however, barriers appear to be standing in the way of making a true partnership happen. Where do we begin, what is the process, and how do we address the tougher issues with professionalism and respect? This workshop is designed to build on existing partnerships, create new ones, and identify key elements and regulatory requirements need to move forward from cooperation and coordination to a meaningful collaboration. Interactive opportunities will be available to identify the level of readiness to actively engage in partnerships. Participants will be engaged in discussion regarding the importance of creating a joint vision, mission statement, impasse agreement, policies and procedures. Other topics will address family and community engagement, understanding how quality dollars can help support partnership objectives, sharing information, challenges, and successful examples.

Health Tracking and Recordkeeping
Kelly Towey, National Center on Early Childhood Health & Wellness
In order to provide quality health services, programs must establish and maintain efficient and confidential tracking and recordkeeping systems. This session will provide information on how tracking systems document health care treatment and follow-up, identify common health problems and gaps in services, and create a comprehensive picture of a child's health. Attendees will also learn about resources, tools, and ideas to help strengthen their tracking and recordkeeping systems.

Helping Parents and Caregivers Understand, Prevent, and Respond to Infant, Toddler, and Young Children's Challenging Behaviors
Neal Horen, National Center on Early Childhood Health & Wellness
When young children have significant challenging behavior they are more likely to experience: peer rejection; punitive contacts with teachers; more conflict in

Training Workshops

their family interactions; and problems in school. Effectively addressing a child's challenging behavior requires an individualized approach to instruction based on a comprehensive assessment of their environment and behavior. In this session we will explore tools and tips for supporting young children with challenging behavior.

Lessons from EHS-Child Care Partnerships to Improve Early Childhood Services
Jennifer Olson, National Center on EHS-CC Partnerships
This presentation provides information gained from Early Head Start-Child Care Partnership Grants across the nation regarding the challenges and successes of collaboration and cooperation. The lessons learned offer insights into the collaboration and partnerships that can be transferred to all AIAN early childhood programs. Specific suggestions for building partnerships and promising practices which increase quality of early childhood services for children and families will be offered. Recommendations specific to increasing safety in facilities, sharing space and increasing professional development opportunities will be included. Finally, strategies for engaging Tribal Council members in planning for collaboration between EHS and Child Care will be discussed.

Managing Common Illness
Elizabeth (Betsy) LM Miller, Child Care Health & Safety, LLC
Use games to demonstrate innovative approaches to identify how germs are spread. Recognize criteria and explain the rationale for exclusion of a child who is ill. Identify the six (6) "Modes of Transmission" of how infectious diseases are spread and what tools are necessary to manage infection (germs). Lean when and how to report illnesses. Discover how attitude may prevent or encourage actions to control infectious illness in Head Start. (ECERS-ITERS: Personal Care Routines, Parents and Staff.) This workshop is based on Caring For Our Children, 3rd Edition, http://cfoc.nrckids.org/ and Managing Infectious Diseases in Child Care and Schools, A Quick Reference Guide, http://shop.aap.org Workshop was adapted from the curriculum for 1) Managing Infectious Diseases in Early Education and Child Care Settings at http://www.healthychildcare.org/). Written by Susan S. Aronson, MD, FAAP, ECELS Pediatric Advisor, PA Chapter of the American Academy of Pediatrics. 2) Managing Infectious Diseases in Head Start, The Head Start National Center on Health, Jonathan Kotch MD, MPH, FAAP, Trish Isbell PhD, MPH, Med, Elizabeth (Betsy) LM Miller, BSN, RN, BC, Child Care Health & Safety, LLC.

Optimizing Your Implementation of GOLD by Teaching Strategies
Teaching Strategies
This session highlights the administrator features in GOLD that help you determine the fidelity with which teachers are using GOLD. Explore examples of teacher-facing technology and learn how these tools can help your teachers build strong digital portfolios, plan for individualized instruction, strengthen family connections, and effect positive child outcomes.

Planning for Ongiong Monitoring
Stephen Honeyestewa, Leslie Porter, ICFI
Ongoing Monitoring is the cornerstone to every successful program. This success is supported by data driven decision making, annual self-assessment, and program planning. While seemingly complex, Administrators can make this process a part of the daily routine. Learn how to make continuous improvement an integral part of your program. Discover the linkage and experiences among the elements of effective ongoing monitoring. Leave this workshop with a written plan ready for immediate implementation.

Planning: The Key to a Proactive and Productive Year
Bonnie Powell, Ron Ransome, ICFI
As a Head Start Director or Manager, you know that leading and managing your program is complex endeavor. During this session we will explore strategies to help you as a leader move from a reactive "putting out fires" approach to a proactive "prepared for the expected and unexpected" stance. We will explore ways to establish order and predictability in a chronically changing environment through the use of administrative and programmatic calendars built around the program grant cycle and the Head Start Planning Cycle. We will compare the different types of plans that emerge from the grantee planning process. (Five Year Plans, Annual Action Plans, School Readiness Plans, Training and Technical Assistance Plans and Written Service Plans) Our motto is Work Smarter-Not Harder.

Promoting Positive, Culturally Relevant Infant Toddler Outcomes through Responsive Caregiving and Continuity of Care
National Center on Early Childhood Development, Teaching, & Learning
This session will focus on the impact of positive adult-child interactions as well as the critical components of responsive caregiving for infants and toddlers within the context of culture. This includes the impact of relationships, language, interactions, schedules and routines, and the environment. Strategies for supporting staff efforts to promote culturally responsive caregiving, including continuity of care, will be explored.

S.M.A.R.T. Goals: Creating possibilities for high quality outcomes
Janet Humphryes, Gilbert Gonzales, ICFI
Head Start management staff experience many opportunities for creating, supervising and holding themselves and others accountable for attaining goal outcomes, e.g., Program Goals, School Readiness Goals, Professional Development Goals, etc. Creating goals that are Specific, Measurable, Achievable, Results-Focused and Time-Bound (S.M.A.R.T.) requires a good

Training Workshops

deal of thought so that success is achieved and recognized within a short period of time, thus providing the intrinsic motivation needed to realize deeper levels of commitment to implementing quality for children, families and staff. Come learn about SMART goals and engage in creating and/or refining a few for your program!

School Readiness: Creating respectful learning communities for children and adults.
Janet Humphryes, Aziele Jenson, ICFI
The root of teaching lies in the messy business of human relationships. Who we are and how we relate to the world around us makes a difference in our teaching (Palmer, 1998). Rather than telling teachers what to do to change children's behavior, the focus of this session is on learning how to be with children, refining our relationship with ourselves that can lead to cooperative behaviors and high level executive functioning for all. Participants will be guided through self-reflection to generate connection to their inner lives as teachers, resulting in understanding their purpose, discovering their creativity, and embracing their sense of wonder. This session is ideal for teaching staff and Ed Managers as it will encompass the foundations necessary for coaching others.

Self-Assessment: Your Annual Journey
Bonnie Powell, Dan Stickler, ICF International
Calling all Head Start, Early Head Start and EHS-CCP Managers, Tribal Council Members, Policy Council Members, Parents, Community Members and Directors! Join this session to learn about a new tool available to help programs design and implement the annual Self-Assessment. This process is aligned with the Head Start five-year grant and builds on a program's ongoing monitoring system. Participants will be introduced to each step in the new process and will receive training materials created to guide programs as they design and conduct their annual Self-Assessment. Learn best practices that link the Self-Assessment to program goals and objectives. Discussions will focus on ways to leverage program strengths while also looking for areas of improvement and innovation. We'll review resources available on the ECLKC to ensure an effective process, and learn to work smarter, not harder.

Sensory Processing: It Does Make Sense
Cyndi Elliott, I See Ability!/wholehearted, LLC
Cyndi provides an understanding of the 3 areas (tactile, proprioception, vestibular) that make up the sensory processing system. If a teacher or other caregiver can understand why a child displays sensory characteristics, they can immediately provide practical solutions and assistance. Cyndi's ability to instill knowledge of this complex subject into simple explanations will provide you with understanding and solutions you can put to use the next day.

Sign Language and Other Strategies to Enhance Classroom and Behavior Management
Lillian Hubler, Michael S. Ed.D., Time to Sign, Inc.
Participants will learn how to use positive language, routines, visual cues, and great signs to enhance classroom management and have smooth, quiet transitions using American Sign Language in stories, play, songs, games, and mnemonics.

Soaring with Eagles: Programs Where Children Lead
Janice Jobey, Aziele Jenson, ICF International
Allowing children to become leaders in your program can be overwhelming and challenging. This session will help Managers rethink the way they plan, use curriculum, and use the environment to stimulate children's curiosity and to honor children's innate motivation and excitement for learning. Temperament, self-regulation, interests, and learning styles are all recognized as important considerations for approaches to learning in the Head Start Early Learning Outcomes Framework. Education Managers can support their teachers in this paradigm shift that is demonstrated through the use of innovative, intentional, and integrated planning while improving CLASS scores. Learn about this approach through actual classroom experiences, pictures, anecdotes, scenarios and hands-on experiences.

Social & Emotional Learning of Young Children
Lillian Hubler, Michael S. Ed.D., Time to Sign, Inc.
Participants will learn what the latest on social and emotional research has to say about its importance for successful early childhood development, learning and life. Participants will be provided useful strategies to enhance social and emotional learning for their children.

Special Needs Children: The Case for Traditional Foods and Medicine Wheel Teachings
Rose Hamilton
In this very interactive workshop we will explore the roles that indigenous diet and food traditions play in learning, attention, focus, socialization, and emotional inclusiveness. The first part of the session is devoted to how nutrition plays out in behavioral and learning challenges, including how to spot allergies, sensitivities, and nutrient deficiencies. The second part is focused on how integration of traditions around food and other traditions in a Medicine Wheel approach can help children find healthy paths to flourishing in the classroom. We also share wisdom around supporting families using these approaches. Please come prepared to share your experiences, questions, and ideas! The workshop will also offer opportunities to participate in field research and pilot programs.

Training Workshops

Strategies for Supporting Mandated Reporters of Suspected Child Abuse
Alan Guttman
Johns Hopkins University Center for Technology in Education
During this session, participants will learn about, discuss, and develop strategies to ensure consistent, confidential, and effective reporting of suspected child abuse. Participants will also learn how to plan and implement local reporting policies and procedures, overcome obstacles to reporting, and devise strategies to support mandated reporters. Participants will learn and are invited to use and adapt the workshop presentation to implement a training for staff at their agencies.

Taking Care of Ourselves
Neal Horen, Laura Brooke, National Center on Early Childhood Health & Wellness
Stress is natural and inevitable, but when our own resources are low and our stress level is too high, it's hard to have patience and support for others. It can take a toll on your health and effectiveness as a director or early childhood care provider. This session will help you consider both your own stress levels and how to support wellness for your staff.

Team Building: Essential for Effective Program Operations
William Maes, ICF International
Participants will be engaged through this interactive training activity with rationales, strategies, discussions and visual presentation on effective team building practices.

Using CLASS to Improve Preschool Teacher-Child Interactions
National Center on Early Childhood Development, Teaching, & Learning
The presentation will address the Head Start Framework for Effective Everyday Practice (the "House") and the importance of using culturally appropriate, engaging interactions and environments in teachers' work with young children. Use of the CLASS instrument to plan and implement professional development will be covered, as well. Participants will have an opportunity to share strategies about supporting staff who are using an observation tool in their professional development activities to support improved teacher-child interactions.

Using Data to Measure Family Progress
National Center on Parent, Family, & Community Engagement
How do you know if your programs' efforts are making a difference for children and families? This session will provide you with the newest resources HS/EHS programs can use in combination with their data to engage and partner with families to measure progress toward the OHS Parent, Family, and Community Engagement (PFCE) Framework Family Outcomes.

Using Making It Work! to Take a Closer Look at Instructional Supports
National Center on Early Childhood Development, Teaching, & Learning
Making It Work! is a planning process that supports American Indian and Alaska Native (AIAN) programs to connect cultural learning experiences, skills, values, and beliefs to school readiness and positive outcomes for young children. This session will review the Making It Work! Tool and provide opportunities for participants to plan for how it might be used to support their AIAN teachers in areas of concept development, quality feedback, and language. Strategies for leaders to engage staff in building their skills as they make connections between traditional ways and implementing effective teaching practices will be explored.

Using Motivational Interviewing to Have Conversations that Help
Neal Horen, National Center on Early Childhood Health & Wellness
Working with families who are struggling with substance abuse can be very challenging. Motivational interviewing techniques can be very helpful for Head Start and Early Head Start staff in supporting positive, meaningful interactions with these families. In this session, you will learn tips about the kind of conversations and interactions that help encourage families rather than create tension.

PLUS workshops on the following topics:

Interagency Agreements
Mike Richardson, AIANHS Collaboration Office

Language Preservation
Mike Richardson, AIANHS Collaboration Office

CLASS Research Paper
Jessica Barnes, Michigan State University

Fiscal Updates and the Role of Grants Management Specialists
David Kadan, Grants Management Office

ERSEA
ICFI

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 11 / 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. 3.

2. 4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Joanie Buckley, Division Director/Internal Services

Primary Requestor: Submitted by: Barb Dickson, Executive Assistant/Internal Services-Administration

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

INTERNAL SERVICES DIVISION

2nd Quarter FY16

January, February, March

- MGMT INFORMATION SERVICES (MIS)
- GRANTS
- TSYUNHEHKWA
- OCIFS
- EMPLOYEE ADVOCACY
- KALIHWISAKS
- TOURISM
- PRINT & MAIL CENTER

The 2nd Quarter of 2016 focused on re-evaluating the goals for FY16, ensuring that they are aligned with the Four Directions set by the Business Committee.

It is important to build and share knowledge – with each other, with other tribal communities, with academics, so that we can launch many projects that are in conceptual design. Through the various conceptual projects, such as the aquaponics, the augmented reality, 3-D printing, variable data, we are building a knowledge base that can strengthen our operation and our Nation.

As individual as each department is within the Division, so are their goals. The alignment is tied to the Strategic Direction and they each have individual goals as presented in the last quarterly report. As the individual departments report on their activities, relating to their goals, there are some overarching activities that are tied to the Division Goals. The Division sets some goals that intertwine with a cross-disciplinary approach, and further engages all toward a common goals, while still retaining their individual efforts to contribute. Likewise, the team works across Divisions and programs to support the organization.

It should be noted that there are some areas that have very low unemployment, such as technology with 2%, so it is a strong career opportunity for our tribal youth. We would like to consider, if budgets permit, establishing a year-round internship with the surrounding colleges, so that our youth can engage in a work-study environment that is aligned with their interests. This is being discussed with NWTC for technology.

Goals #1	Enhance Oneida Brand as a Strong Nation
Advancing Onʌyote?aka Principles Engaging the Community	*Seek new avenues to visibly expand the Oneida Brand by creating the story within our reservation boundaries, and promoting the brand throughout the region, state, and nationally.* ➢ Now that the snow has ended, we are able to continue to work on projects that can visibly showcase our brand and culture. The tourism group is continuing to work on materializing the longhouse, and it should be ready for our early fall events. ➢ The team is working on bus tours to help to generate traffic. The team involves several members from event management to graphics, and organizational wide such as the Radisson. ➢ The LPGA is on our chalkboard as another opportunity to build our destination and brand. Several discussions have taken place as to the what, how, and branding.
Goal #2	Engage the community toward a mindset of healthy foods; increase production
Committing to building	➢ Several additional activities relating to agriculture have transpired

a responsible Nation Create Economic systems	this quarter. Of special recognition is the white corn growers group that is emerging as a community-based effort. ➢ The aquaponics project, which is anchored at the Veterans, is another effort to increase production so that we can provide healthy food options to our youth in school. We should start to see the framework materialize in April and May. ➢ An Augmented Reality book is another project that we have on the concept board. It is costly to develop; therefore we are seeking grant funding, and academic (UW-Madison) participation. ➢ The Food Center concept continue to evolve. Our next step is to seek grant funding for a feasibility study, so we are working with the Economic Development Agency for a planning grant. UW Madison has previously done some work on the concept, which was very helpful in our pitch to EDA. ➢ We will be bringing the Business in Agriculture Train-the-Trainer in June, as a part of an OAO grant and initiative to develop our agriculture capabilities.
Goal #3	**Strengthen operational performance through technology**
Implementing Good Governance Processes Long Term Sustainability	➢ Technology partnership with NWTC is in dialogue. We are looking to revamp the IT youth club, but waiting on NWTC's club to get more developed so that we can have some mentors for the youth. ➢ Interaction with other tribes in the Great Lakes to share information on best systems and technology approaches; and to gather information on technology that can benefit this operation. The MIS team is engaging with Shakopee on a quarterly conference call, MIS members are engaged in the InterTribal Technology Council which is just forming with several tribes from Minnesota, and Wisconsin. ➢ Meeting with Packers to look at their various technology practices, including the surveillance platforms, security, wireless, and customer engagement efforts. Follow up for potential museum application.

MIS Quarterly Report – January - March 2016

Strategy #1 Deliver Business Technology Solutions

- Implementation of OnBase for Job Training Vocational Rehabilitation system. Provides significant improvements associated with forms handling and client information management.

- Upgrade to critical Gaming systems, EPIC (Bingo) and Keywatcher. The upgrades keep the systems current for better vendor support while providing added features for system users.

- Installation and deployment of the PACS (picture archiving communication system) for digital x-ray and mammography image capture for the OCHD. The project replaces an aging inefficient system with a much more advanced and functional solution.

Strategy #2 Promote Information Sharing & Collaboration

- Expansion of the SecAwareness program. The program is intended to create greater awareness associated with the protection of the Nation's information assets. Activities included implementation of Infosec Security Tip of the Day and provided more organization and structure to the MIS Security Team.

- Installation of a community member Kiosk within the Records Management department. The Kiosk provides inquiry and retrieval of Oneida archived records.

Strategy #3 Optimize Use of Resources

- Extended/expanded the Nation's wireless infrastructure into organization facilities such as the Norbert Hill Center and Casino. This activity supports business mobility strategies as well as the Nation's Good Governance

priorities.

- Budgetary Performance – Through the first six months the MIS budget has a positive variance of 10.18%. The variance is due to a number of open positions that are currently posted. The variance is expected to be reduced over the next six months.

MIS Goals for FY'16

Strategy #1 Deliver Business Technology Solutions

Develop and implement the mobile patron registration system for Gaming. The system will be used by the Fun Club to provide an added service to our customers while expanding customer enrollment in the Casino rewards program.

Extend the use of MDM (mobile device management) tools. This will include the application of AirWatch to all phones provided to Oneida employees. The product provides protections to the user as well as the Nation.

Strategy #2 Promote Information Sharing & Collaboration

Expand the use of Bally Kiosks (Marketing) within the main Casino, Mason Street and IMAC. It is anticipated that the number of customer Kiosks will grow by six creating greater customer access to a wide variety of Oneida Gaming services and information.

Formally introduce MS SharePoint solutions to Oneida business units. New functionality will include in-the-cloud file storage and sharing, web development and collaboration tools.

Strategy #3 Optimize Use of Resources

A project that is intended to provide structure and standardization for the Nation's Surveillance environment will be initiated. The project will include a cross functional team consisting of representatives from OGC, Gaming Security, OPD, Retail and MIS. The scope of the project will include inventory of all current surveillance solutions, selection of a common system, and organization of a system support structure.

Grants Office Quarterly Report - April 2016

- **Strategy 1: Enhance tribal services with external funding(both new and continuation)**
  - Although we are not quite to the halfway point in our goal of meeting or exceeding lasts years' total of $7.3 million in external funding, we are close with a total of $3.1 million.
    - This quarter is a low funding quarter as it is the grant deadline period, whereas a vast majority of grants are due this time of year. The cycles for awarding grants are past or will be coming back up this later summer and early fall.
    - This office has submitted 8 grants in January; 6 grants in February; and another 8 grant submissions in March for a total of 22 grants. This amounts to $3,061,127 in pending grants for this past quarter alone.
    - This office also worked on another 16 grants over the past quarter with modifications, amendments, reporting, continuations, or revisions for additional monies.

- **Strategy 2: Become a resource for a 1-stop shop for funding/grant data and services.**
  - Provide on-going training for program requests to enhance their ability to obtain external funding.
  - Continue to maintain tribe-to-tribe, grantor-to-grantee relationships to increase our opportunities.
  - Maintain a database that includes all funded, denied, and pending grants.
  - Maintain a database of all information that relates to grant data including statistical data.

- **Strategy 3: Enhance tribal and community efforts in fundraising thru the development of the Youth Leadership Institute (a 7871 fund unit).**
  - DonorPerfect training is complete, with current trial runs with data input to get used of the system.
  - 7871 website is currently being worked on with the team meeting to decide what will go up onto website, as well as redrafting the resolution to be presented to OBC next month. 7871 work is continuing with the draft rack card, charter, and by-laws with a team effort.

OCIF (Oneida Community Integrated Food Systems) Achievements:

- **Strategy #1 Educate the Oneida community about food, agricultural opportunities, nutrition and health risks**

White Corn Growers Workshop, March 19, 2016

Continue to meet with the Oneida Farmers Market Activity group to review the activities that were created to increase the customer turnout at the 2016 Oneida Farmers Market.

Participated in the FM SNAP & WIC Program Sub-Committee to discuss how to expand this program in the Oneida, Green Bay and neighboring Farmers Markets.

* **Promote education through Agri-Tourism efforts** - Met w/ Kirby Metoxen re: working together on creating a 'Breakfast on the Farm' event for the Current Young Professionals group from Green Bay.

Met with UW-Extension Brown and Outagamie County to discuss how to get youth more involved in entrepreneurship and healthy foods on the 4-H Educational Farm.

* **Share through educational forums** – Coordinated the identification of presenters for our Seed to Market educational workshops, set dates and times, assisted in creating promotional material and put together informational folder packets for the Gardening workshop, Compost Bin workshop, and the Worm Bin workshop.

Researched the Agricultural Lesson Plans that LIVE54218 created and put on their website and downloaded each one to use as sample for Oneida.

Strategy #2 Integrate Oneida and locally produced foods into the Oneida community and institutions

Created a Fruit and Vegetable Prescription Program (FVRx) project sheet to see if we can work with the Oneida Health Center doctors to increase health.

Assisted w/ the future of the Local Oneida Food Promotions, White Corn Growers workshops and Farm to School projects on Saturday, March 19.

Tsyunhehkwa Quarterly Achievements:

Playing a pivotal role in the reintroduction of high quality, organically grown foods that will ensure a healthier and more fulfilling life for the On^yote a ka, Oneida People of the Standing Stone.

January 2016 Highlights:

St. Norbert's College – Service Day January

Grant Pursuits reviewed using First Nations Development Institute, Blooming Prairie Foundation, USDA National Institute Food & Agriculture, USDA SARE Farmer & Rancher, USDA Farm to School, Harvard Honoring Nations, and the National Endowment of Humanities.

To help with our Program's role within our Community, we worked with Terry Hetzel, HRD Mediator to help review our overall program and help each of us to understand the role and responsibilities each pos going process.

Hands-On Tour and Work Site for St Norbert's College Martin Luther Ki Service program. We had about 15 Students & Professors help in cleaning Greenhouse, and cleaning, shelling and winnowing the White Corn.

February 2016 Highlights:

Cannery Workshops provided to Community, concentrating on Hulling process Attended by youth to elders, and required to them to participate learning the p finish.

Social Studies Methods Class from UWGB began hands on process of learning about First Nations Studies Focus. The Professor wants her students to learn about First Nations with direct contact and learning experiences. About 20 students spent 10-15 hours with us throughout the Semester.

March 2016 Highlights:

Cannery continued workshops with Corn Bread, and had the attendants make smaller loafs, including Strawberry Corn Bread. Cannery helped out with the processing the Maple Syrup collected by the Community and the Oneida schools.

Cannery Workshop:

Fiscal Year 2016 Strategies & Goals:

Strategy #1 Increase Local Food Production

- Creating a Positive Organizational Structure

- Review if entire Tsyunhehkwa Program and personnel with Oneida Expert in team building and strategic planning.

Strategy #2 Improve Food Security

- Advancing On^yote?a.ka Principles
  - Planting 10 acre of white corn annually on site with target of increasing and improving yield.
  - Community Workshops provided around entire process

Strategy #3 Increase Interaction with Community

- Committing to Build a Responsible Nation
  - Increase the number and variety of Community Workshops in all areas we provide.

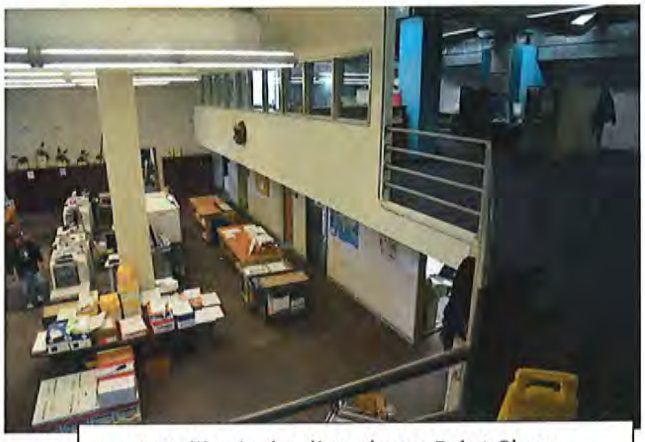
Social Studies Methods Class from UWGB February and March 2016:

Kalihwisaks : Achievements

- Printed six issues – January 6, January 20, February 4, February 18, March 3 and March 17.
- Changed to tabloid format after customer input indicated it would be preferable. Most feedback about the change has been positive. (Creating a Positive Organizational Culture).
- Started highlighting volunteers in the community (Advancing Onʌyote?a.ka Principles, Committing to Building a Responsible Nation).
- Moved to the Print Shop to converge like services (Creating a Positive Organizational Culture).
- Covered news and events such as prescription abuse in the community, updates on the Secretarial Election, and GTC meetings (Advancing Onʌyote?a.ka Principles).
- Staff trained on new website. Kalihwisaks stories will appear on main page of website (Creating a Positive Organizational Culture, Advancing Onʌyote?a.ka Principles).
- Printed Oneida Business Committee meeting minutes, board postings, public hearing notices, and legal notices. (Implementing Good Governance Process)
- Worked with other departments such as SEOTS, OCIFS, Adventures, Culture and OFF to create monthly pages to share their news and events. (Advancing Onʌyote?a.ka Principles)
- Worked with Communications to produce weekly "This Week in Oneida" video. (Advancing Onʌyote?a.ka Principles)

Goals for FY2016

- Create High School Senior Graduation section for June
- Community Picture page featuring submitted photos from Oneida citizens. (Advancing Onʌyote?a.ka Principles)
- Work with tourism to purchase new digital camera. (Creating a Positive Organizational Culture)
- Expand our media platforms to include phone apps, online payments, more online content



New Kalihwisaks digs above Print Shop.

Tree tapping

EMPLOYEE ADVOCACY DEPARTMENT

The Employee Advocacy Department (EAD) continues its efforts to create a positive organizational culture through increased communication. We aim to work toward a healthy respectful environment; rather than a litigious culture.

The number of cases progressing to the Personnel Commission continues to decline.
2014 saw 11 cases at OPC,
2015 had 4 cases,
2016, to date, had one case appealed to the OPC.

January-March 2016 brought (20) new employment issues (in addition to those carried over from the previous quarter.) Much effort is placed on working with the employee to determine root causes and factors leading to the employment issues. The issues are investigated, materials gathered, dialogue with supervisor for their perspectives, and further discussions to make every effort for a win-win resolve.

EAD strives to mediate/settle cases; effectively saving the Tribe time/costs associated with formal litigation before the Oneida Personnel Commission and/or the Judiciary.

Due to the nature of personnel matters, the detail information on the incidents remains confidential.

Oneida Printing

The following report is to give a brief update on the strategies and status of Oneida Printing since the managerial transition to Michelle Danforth in November 2015.

The overall financial performance continues to improve, primarily with the investment of the team in mastering variable data to bring some Casino print jobs in-house. Previously, the Print Center did not have the capability of fully executing variable data jobs. They are working to bring in several pieces as they build up this capability. Additionally, the GTC petition mailers are large jobs for the print center. The booklets of information take anywhere from 6 full production days of 5 FTE, to 11 production days of 7 FTE.

Sales increased 25% over budget; with the net loss reduced by at least 50% for this quarter.

Strategy 1 – Improve Print Shop Infrastructure

1. Continue to improve pricing with current PrintSmith software
2. Continue to improving the production schedule to service Gaming Marketing
3. Weekly Customer Service meetings
    a. FY15 – Job Tickets Created – 576 (Note Gaming jobs outsourced, Oneida Printing would process the order including the bids, writing job ticket, and processing of the invoice when the job was finished. Since March 1, 2016 we no longer will track monthly jobs that are being outsourced to Graphic Comp. Printing will however bid on jobs that could be

completed in-house before we outsource the work. So, this will make the total number of job tickets decline overall)

b. FY16 – Job Tickets Created –

Strategy 2 – Sales – Continue to master Variable Data to service the needs of Oneida Casino & look for other revenue opportunities in first printing and then future other media services.

Level 1	Casino	Recouped 4-6 standard monthly variable data jobs outsourced
Level 2	Tribe/GTC	Continue to work and improve customer service
Level 3	Existing Corporate	Very small %
Level 4	Other Tribes	Leads with Mole Lake Casino on possibly being their printer. Other focus is on tribes/forms.
Level 5	Other Corporate	Future plans to explore

4 Color Press	6.21%
Bindery	5.20%
Prepress	0.04%
B & W Copy	27.80%
X1000	8.38%
Merch	1.05%
Misc	0.31%
Typesetting	0.02%
Graphics	4.05%
Plotter	1.35%
Out-Sourced	40.20%
Plates	0.83%
1 Color Press	4.55%
2 Color Press	0.00%

Sales by Type – Currently, the black & white copiers have resulted in the highest revenue for the Print Center followed by the Presses. Future projections will close the gap between the black and white and color digital press.

Sales Ranking by Customer

1. Casino – Marketing
2. Casino – Operations (Forms/Bingo/etc)
3. Consolidated Health
4. Self-Funded Health Insurance
5. Internal Services (Ag Summit, other grants)
6. Tourism (Annual rack cards etc)

Strategy 3 – Improve the Print Shop Image

Strategy 4 – Improve Department Efficiencies – Communication and employee work reports are the biggest improvements. The staff has been phenomenal to step up and take on larger jobs as we work towards sustainability.

Highlight – Printing prints largest GTC packet ever. 1.6 million copies, 886,000 sheets of paper in a span of 11 working days.

Tourism Quarterly Report – March 2016

Strategy #1 Develop Cultural Tourism

Long House - Conservation completed a 2016 time-line for final construction of the long house. Props are being purchased and logged. (Furs/baskets etc) The goal is to have the long house open in the middle of August.

Amphitheater/Visitor Center –Meetings with Governmental Services and Cultural Heritage in regards to the amphitheater. Tourism will be putting this project on hold for the upcoming summer season. Tourism has met with ONVAC about the visitor center and they like the design for the veterans wall area.

Veterans Wall – in the summer of 2016, Tourism will turn their focus on fixing and finishing the wall with DPD's assistance, including an accessible sidewalk for veterans with walkers and wheel chairs.

Oneida
Judicial Wall #3

Strategy #2 Build Partnerships

- Rich Figueroa continues to work with Radisson/CVB on bus tour shows.

Strategy #3 Generate Foot Traffic with in the Reservation Boundaries

- Bus Tours continue to be booked for the summer of 2016
- Planning started on BIG Apple 2016 (Traffic control #1 issue with OPD)
- Kirby Reservation Tours Continue
- 2016 No Info Available due to server move and file is missing
  2015 2899 people (YTD)
  2014 1259 people

  2013 920 people

Strategy #4 Maximize Media

- Student worker continues to post on Facebook for tourism and has developed calendar of events.
- Puppet Video completed on Native Homes & Museum video.
- Graphic Phase III B is complete at the Judicial Court.
- Oneida touches completed at the Skenandoah Complex.
- Assistance will be provided to help re-brand the farmer's market and apple orchard.
- Packer Wall complete at the Radisson.
- Additional touches to enrollments windows to continue to polish up our buildings to get ready for LPGA.

The staff continues to make improvements and build efficiencies in their operations. Some operations are making changes to strengthen their performance. Others are changing their models to combine talents, better share resources, and collaborate. All are changing to better address the present needs of the organization and the community.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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 Ombudsman FY '16 2nd 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: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Dianne McLester-Heim, Tribal Ombudsman
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Tribe of Indians of Wisconsin

Oneida Nation Ombudsman
P.O. Box 365
Oneida WI 54155
Phone: (920)-490-3717
Toll Free: 1-888-490-2457
Cell: (920)-609-1290

Office of the Ombudsman
Quarter 2 Report/Update FY16
January, February March; 2016
Dianne McLester-Heim; CO-OP Ombudsman

General Overview:

The Oneida Tribe of Indians of Wisconsin created the Office of the Ombudsman (OoO) via a directive of General Tribal Council (GTC) on July 11, 2005. The directive specifically stated that an Ombudsman was to be created to "listen to the concerns of the employees of the health center and tribal community members." The OoO seeks to promote fairness and equity by functioning as a designated neutral advocating for "fair process" and positive resolution at the lowest level possible. In this capacity the OoO does not represent any party or entity, the OoO is a designated neutral working in the pursuit of just, fair, and equitable administration of process and delivery of services for all.

As an informal and confidential party, the OoO does not participate in formal actions and holds the highest level of confidentiality possible for those with whom it has contact. The OoO also does not demand actions but rather assists in the identification of concerns, potential resolutions, and offers services and recommendations to reach resolution and positive improvement.

Vision:

To ensure the consistent application of utilizing equality, fairness, respect, value, and objectivity for all in the development of systematic processes and the provision of services across the Oneida Nation.

Mission:

To provide a confidential, neutral, and informal route for individuals or groups to bring forward questions, concerns, complaints, or suggestions for the purpose of preventing or resolving problems in a fair and equitable manner. The Oneida Ombudsman addresses issues in an impartial and objective manner to assist with the development of options and suggestions to resolve problems, develop processes, and ensure services are provided in a fair and equitable manner.

Actions and activities:

The OoO works on initiatives and activities which fall within the four strategic directions of the Oneida Nation as identified by the Oneida Business Committee. Overall, the initiatives and activities of the OoO are based upon the concept of continuous growth and positive development of the Oneida Nation.

1. **Case Activity**
    - **Comprehensive Health Division: 9 case contacts- 8 closed, 1 open**
        - 7 contacts re: Purchased Referred Care: 6 closed, 1 open
            - 4 appeal for denial of payment current notice of denial
                - Assistance provided in drafting and submitting appeal
            - 2 payment of old medical bills that had been denied (2+ years old)
                - Facilitated meeting with PRC and individual to address matter
            - 1 system fact finding due to identified community concerns

            - Ongoing interactions with PRC staff to complete informal information gathering and identify potential next steps for positive improvement
    - 2 contacts re: Pharmacy services: 2 closed
        - 2 medication dispensing
            - Discussed policy related to classification of medications, some governed by external sources, some governed by Oneida's policy
- **Governmental Services: 6 case contacts- 5 closed, 1 open**
    - 1 contact re: Elderly Services: 1 open
        - Discussed and prioritized concerns, provided resource and contact information for what visitor wanted to explore, and provided referral for potential internal formal investigation.
    - 2 contacts re: Oneida Transit: 2 closed
        - 2 concerns/questions regarding customer service actions of specific program employee
            - Discussed options available to visitors, follow up with program supervisor regarding identified complaint process, provided information to visitors for possible formal complaint with program.
    - 3 contacts re: Economic Support: 3 closed
        - 3 questions regarding the availability of services and program guidelines. Referral provided to direct contact with specific programs to obtain requested information
- **Internal Services: 3 case contacts- 2 closed, 1 open**
    - 3 contacts re: Employee Benefits: 2closed, 1 open
        - 2 contacts referred to specific benefit sources for answers to questions
        - 1 contact open case to discuss situation, obtain information from external related sources, and identify options available. Action planning done and additional resources provided to visitor
- **Environmental Health and Safety: 3 case contacts- 3 closed**
    - 3 contacts re: Community services: 3 closed
        - General questions regarding the provision of services. Information obtained and provided to visitors
- **External Service Related: 6 case contacts- 6 closed**
    - 6 contacts re: services not under the authority of Oneida: 6 closed
        - 3 contacts related to some sort of health related service activity. Education provided to visitor and referral to entity with which visitor could more appropriately address issue. Service of action planning and drafting a concern offered to all visitors. Shuttle diplomacy used where appropriate for situation
        - 2 contacts related to "community support" services that are not part of Oneida. Provided resource information regarding county information entities
        - 1 contact related to request to collaborate on an educational service project. Referral contact information for Higher Education provided to contact

Totals: 27 case contacts: 24 closed, 3 open

2. **Collaborative Interaction within the Organization**
    - Work with areas and departments within the organization to assist in collaborative initiatives for organizational growth, development and positive improvement.
        - Participating with the work group between Elder Services and the Health Division regarding ongoing changes with Long Term Care
        - Member of the Community Service Team via Oneida Behavioral Health
        - Working with the Health Division and HRD regarding recruitment and retention matters
        - Working with Governmental Service Division in the ongoing identification of potential gaps of service and service improvement for the Oneida Community

3. **Promote improvement in organizational administrative processes**
    - Attendance and participation with LOC open meetings to provide prospective input on the development of legislative process and action
    - Work with a specific service provider within the Oneida Organization to review and assess current process, policy and procedure for potential improvement and maximization of the fair and equitable administration of service to all its consumers
    - Work with a specific division within the Oneida Organization to assess, identify and review potential gaps. This will include moving into drafting recommendations and potential solutions for reducing service gaps, increasing service collaboration, and promoting community holistic wellness

Identified actions going forward:

- Revisit and review the overall complaint management process utilized by Oneida as an Organization and bring back recommendation for a streamlined process that could be used by the organization to assist in increasing concerns being addressed and resolved at the lowest level possible

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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 Human Resources Department FY '16 2nd 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: Geraldine R Danforth 5/2/16
Geraldine Danforth, HRD Area Manager

Primary Requestor: Submitted by: Maureen Metoxen, Executive Assistant/HRD
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

HUMAN RESOURCES DEPARTMENT

2nd Quarter Report January-March, FY2016

Geraldine R. Danforth, HR Area Manager

ADMINISTRATION

- **STRATEGIC WORKFORCE PLANNING**

Strategic Workforce Planning (SWP) is the process for developing a strategic workforce plan. Strategic workforce plans are used to anticipate the future demands and needs of the organization and how the employees will meet those demands. By understanding what skills and talents the current workforce has and comparing that with the future skills and talents the organization will need, the workforce can be shaped to position the organization for success.

This is a 5+ year project and the planning phase has revealed some systemic changes and milestones that must be meet in order for SWP to work in the Oneida Nation. The Strategic Workforce Planning Core Team is working on completion of a charter to outline all of the steps that are necessary for this project to be a success. We anticipate that the 1st draft of the charter will be ready for the BC to review in June, and would suggest that maybe it goes first to the BC Work meeting on June 14th before final consideration at a regular BC meeting.

Critical Success Factors:

- HRD needs to have a talent management database or software to track, understand, and manage the skills, capabilities, and qualifications of the employees we have within the organization
- The draft Employment Law needs to be passed by the General Tribal Council
- Internal staff and/or resources need to be allocated to this project
- Each Division (business unit) needs to have a clear, updated, quality Strategic Plan before beginning the SWP process
- Ownership of the SWP needs to reside in the Business Units, not with the SWP Core Team and not with HRD
- Strategic Workforce Plans developed need to be broken into operational activities and implemented

- **SUCCESSION PLANNING.** The planning meetings have been established. **PURPOSE:** A succession planning process helps prevent the loss of vital organizational history or knowledge due to retirements, vacancies, and/or resignations. The succession planning process will assess all employees. See age charts on page 5.

It's important to follow a succession planning process to ensure employees are recruited and properly developed so they have the competencies, skills, education, certifications/licenses, and experience necessary to fill vital positions. The HR management team will look at the following:

- Identifying critical positions which are instrumental to achieving strategic and operational goals.
- Anticipating gaps in those positions due to retirement and other factors.
- Defining the qualifications and competencies required to perform successfully in the position.
- Implementing focused strategies to attract and develop pools of qualified candidates who will be ready for emerging opportunities.

- Ensuring that support for the strategies and processes are in place to retain and fully engage employees.

- BUDGET COMMUNITY MEETING. On April 2nd the "Showcase: Improving Employment Programs" was held for the community at the Three Sisters Community building. HRD presented a session titled, "Enhance Employment Systems Initiatives." Some topics covered were:
  - > Workforce Development employment initiatives
  - > Employee insurance offerings
  - > Proposed wage chart with 5% increase
  - > Pending exempt/non-exempt changes
  - > Proposed hiring process changes
  - > Proposed disciplinary/appeal process changes

  Thanks to all who came to learn about the many current services and proposed changes HRD is involved with!

- **EMPLOYMENT LAW**. The Human Resources Department (HRD) continues to assist the Legislative Operating Committee (LOC) with the development of the draft Employment Law which was originally added to the LOC's Active Files List on September 17, 2014. The draft Employment Law will provide a fair, consistent and efficient structure to govern all employment matters of the Oneida Tribe.
  - HRD was also given the responsibility to draft the Rules that will provide expectations and standards for implementing the draft Employment Law.
    - ➢ The information includes recommended changes to the hiring process, disciplinary process, performance evaluations, holidays, paid time off, etc.
  - The draft Employment Law and Rules have held the Public Meeting on March 31, 2016.

- **DONATION OF HOURS.** HR has communicated to the employment base about the changes, along with the new standard operation procedure, and the required form. Since the implementation of the new rules, HR has received 20 requests, 18 were approved and 2 denied.

  Currently we have 57 employees which are down by 22 employees from the previous quarter numbers of 79 employees. Total hours are at 881.77 which are down 815 hours the previous quarter hours of 1,697.

- **EXEMPT STATUS CHANGES.** The Department of Labor is revamping the federal overtime laws. One of our main goals is to not wrongly classify a job/position to avoid paying overtime. There are five categories of exempt positions: Executive, Administrative, Professional, and Computer professional.
  - Weekly earnings threshold is going from $455 to $970/$1000.
    - ➢ Duties test
      1. Exempt duties will be 50% of the employee's time devoted to managerial duties.
  - There are approximately, 623 exempt employees.
    - ➢ The impact may be as many as 344 employees being changed to non-exempt employees.
    - ➢ HR will review all job descriptions from Grade E01 to E05.
    - ➢ Determine criteria for consistent application across the Tribe.
  - **DEPARTMENT OF LABOR**
  - President Obama directed the Labor Department to update who qualifies for overtime protection.
  - Reasons why it is changing. In 1975, 62% of employees were paid overtime for hours worked over 40. Today, only 8% of employees are eligible for overtime.

- The overtime rules have not kept up with the cost of living. Exempt from overtime if they make more than $23,660.
- The Republican congressional leadership introduced a bill in March 2016 that is aimed to block the proposed overtime rules. They are looking to rewrite the law with businesses in mind.

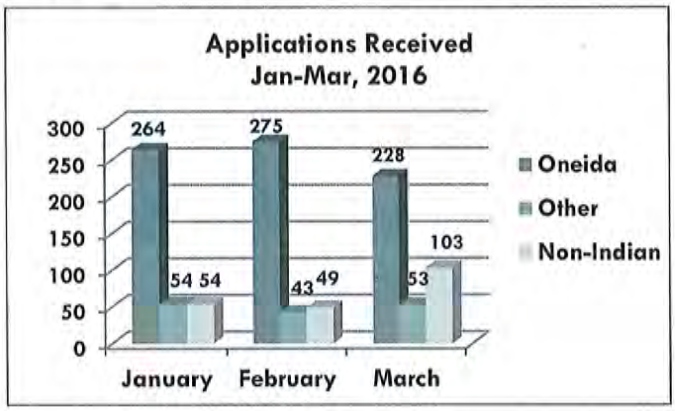
- **WAGE INCREASE SOP.** The human resources department drafted a SOP for implementing wage/salary increases. This SOP is attached and will provide guidance in how HRD will implement the increases moving forward. This SOP will not impact the .99 cent increase that was approved in September 2015. Some of the highlights include:
  - No increase for new hires, contracted-based on language, temporary employees, etc.
  - Employees over the maximum of their pay grade will be frozen. However, they will receive their increase in a one-time lump sum payment.
  - No increase for those employees who ranked unsatisfactory on their annual evaluation.

Budget: HRD submitted the following budget for FY 16:

Department	Budget Amount	Funding Source	Spending YTD	Variance
Human Resources	$2,099,123	Indirect Cost	$ 1,042,583	$ 1,056,540
Employee Assistance	$ 188,285	Tribal Contribution	$ 96,359	$ 91,926
Workforce Development	$ 322,618	Grant 79% & TC	$ 118,249	$ 204,368
Student Intern Program	$ 122,686	Tribal Contribution	$ 8,857	$ 113,829
Employee Incentive & Testing	$ 12,707	Tribal Contribution	$ 6,353	$ 6,354

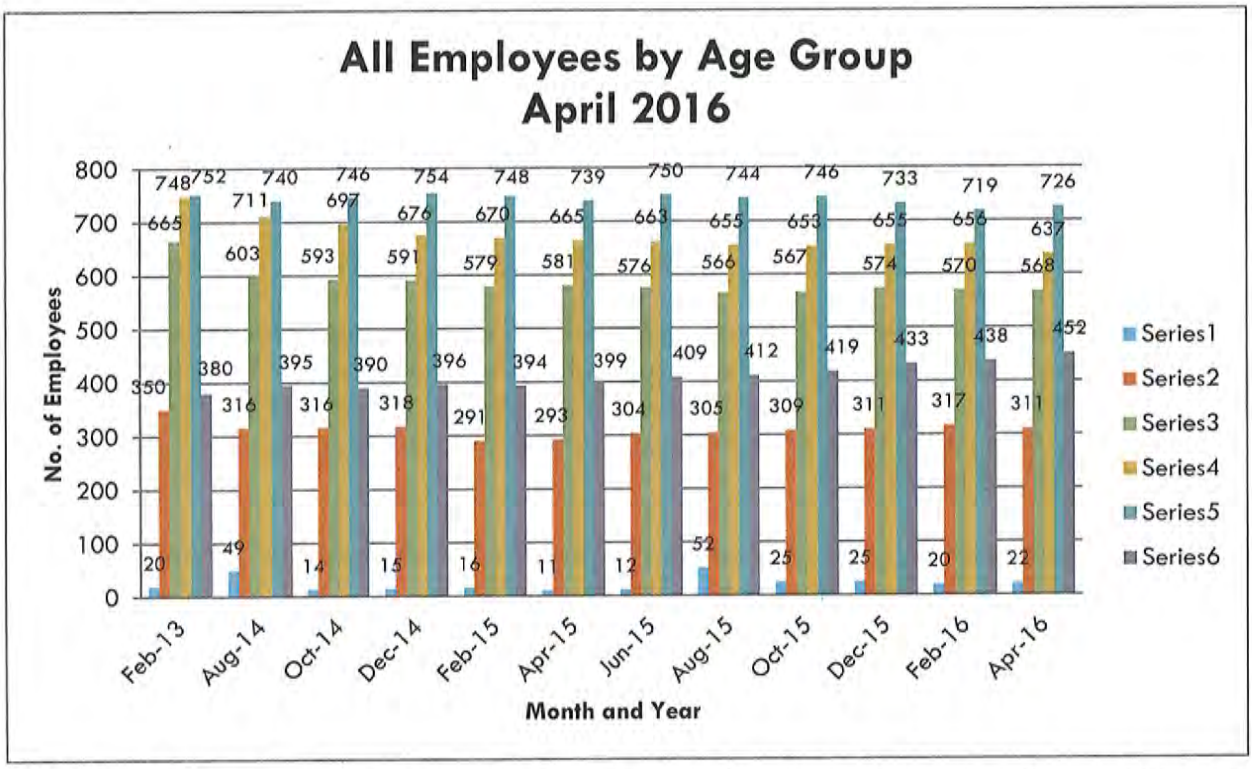
This year, Human Resources (HR) added the Employee Incentive and Testing budget. This budget will be used to recognize employees who have 25, 30, 35, and 40 years of service or more with a Years of Service gift. This past year, the Tribe had employees who reached their 40th year of service with the Tribe. We do not have the funds to retro gifts for employees from previous years. The Human Resources Department decreased the budget by $276,392 from FY 14.

EMPLOYEES: Human Resources Dept. has 33 employees, Workforce Development has 3 employees and EAP has 2 employees. Three positions were eliminated in the budget process.

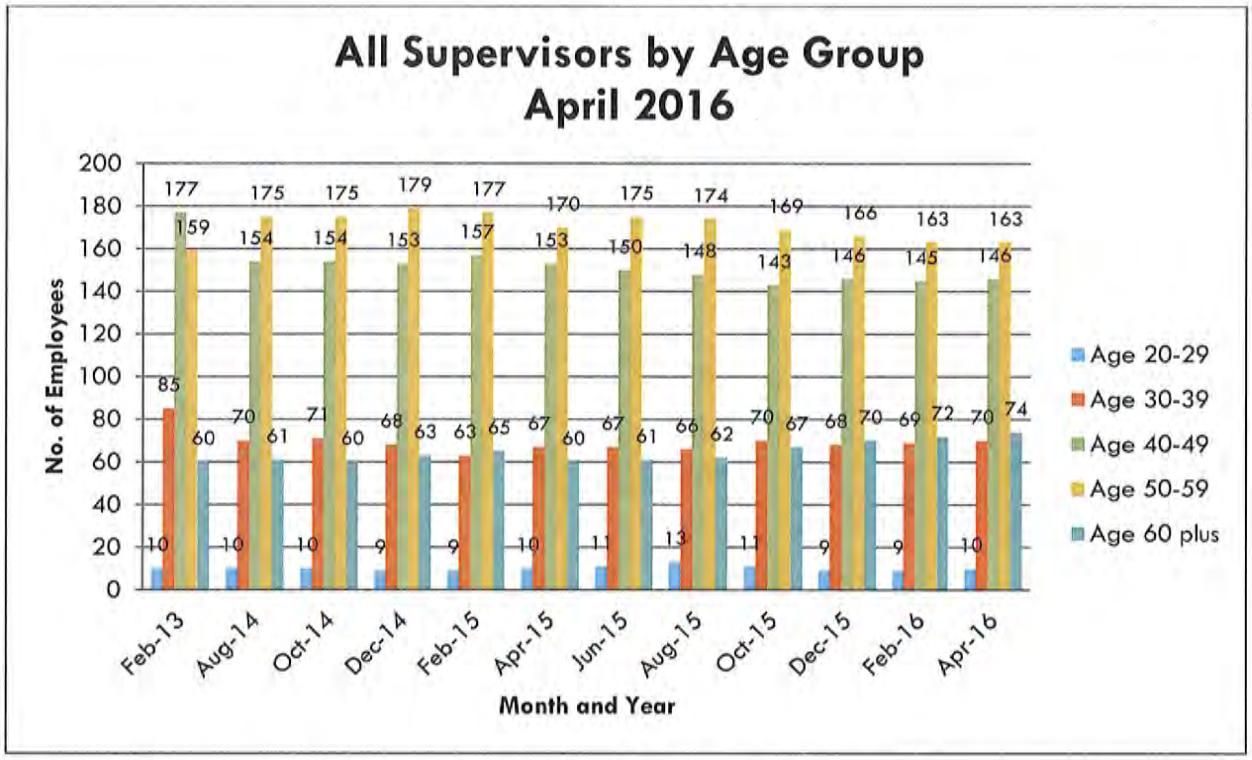


Reception Staff at Skenandoah Complex Left to Right: Yasiman Metoxen and Olivia Danforth

Human Resources' signage. HR has worked with Oneida Printing to develop a "Now Hiring" sign. The sign is intended to attract more people to apply for employment with the Oneida Nation. The sign is placed on the front lawn of the Skenandoah Complex. We will be working on similar signage to place in various locations throughout the Nation. Stay Tuned we are working on a new look for the "job openings" bullentin board in the lobby of the Skenandoah Complex.



The largest number of employees falls in the 50-59 age range at 26.73% based on 2716 employees. The second highest is 40-49 age range at 23.45%. There are 452 employees who are in the age group of 60 and over who could potentially retire or leave the workforce in the immediate future to 15 years. Human Resources is working on a Succession Plan to present to the OBC in the near future to address filling any critical positions that may become vacant as a result of an employee retiring.



Currently, there are 463 supervisors. Of the 463 supervisors, Oneida supervisors account for 379 or 81.86% of these supervisory positions.

HUMAN RESOURCES INFORMATION SYSTEMS (HRIS)/RECORDS DEPT.

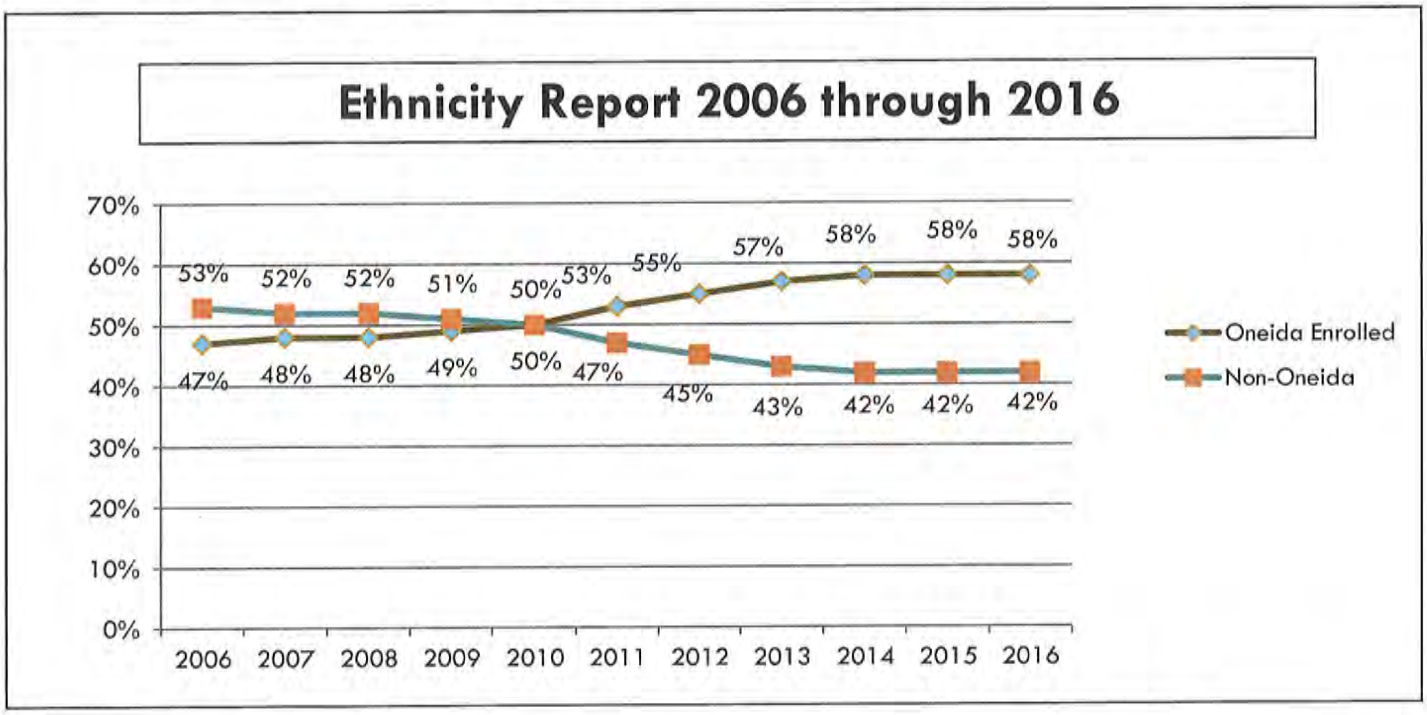
The team consists of Melinda K. Danforth-HRIS Manager, Terry Skenandore-HRIS Specialist and Vicki Cornelius-Records Technician.

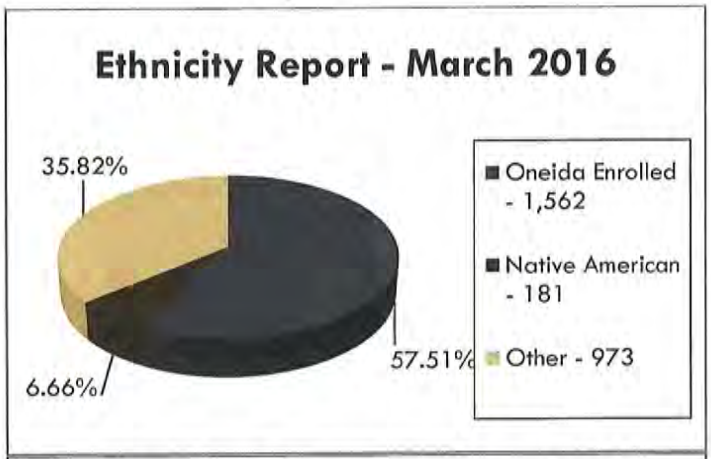
We ensure the HRIS Systems and applications, such as Supervisor Inquiry, Self-Service, Internal Reference Directory and Workforce Detail support the needs of the Human Resources Department. Enter all personnel data into the HR/Payroll System (Infinium), provide personnel data reports (Cognos) to management, complete verification of employment and unemployment requests and oversee the Human Resources personnel files (OnBase).

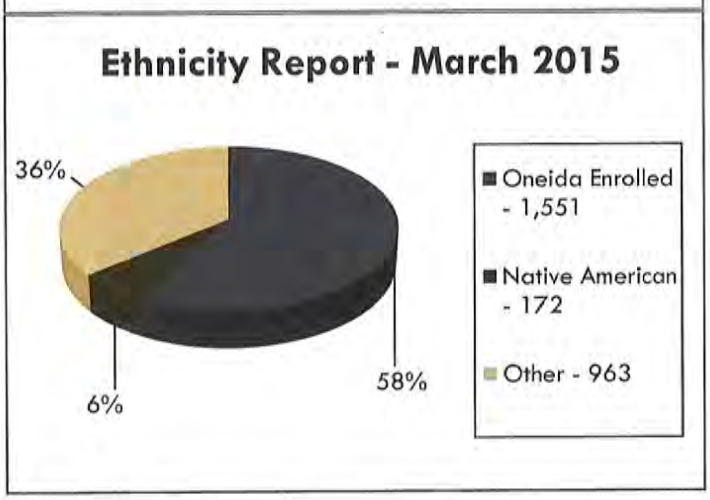
Assisted with the internal changes regarding the Employee Benefits 1095 reporting, Oneida Judicial garnishment process and data breach.

Functions	Jan	Feb	Mar	Total
HR/Payroll Entry Transactions	463	407	542	1412
Employee Self-Service Entries	60	37	38	135
Employment Verifications	227	208	219	654
Unemployment Requests	45	28	24	97

COMPENSATION, HIRING AND WORKFORCE DEVELOPMENT DEPTS.







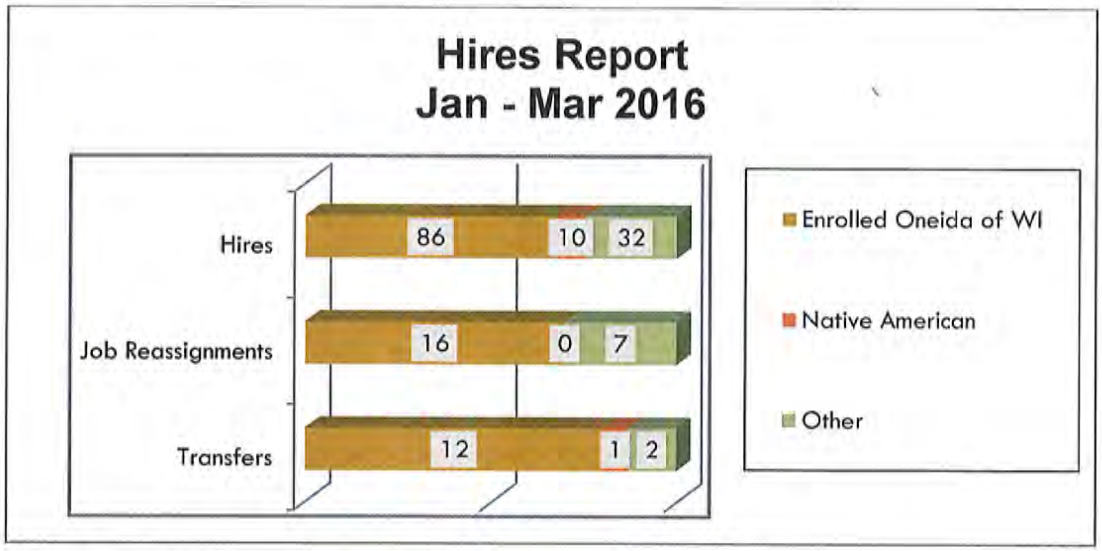
The Ethnicity report percentages remained the same as March 2015 for employees who are Enrolled Oneida which is 58%.

<u>Increase in Number of Employees in comparison to the previous year</u>. There were 2,686 employees in March of 2015 and 2,716 employees in March 2016. This is an increase of 30 employees in comparison to the previous year.

Hires Report

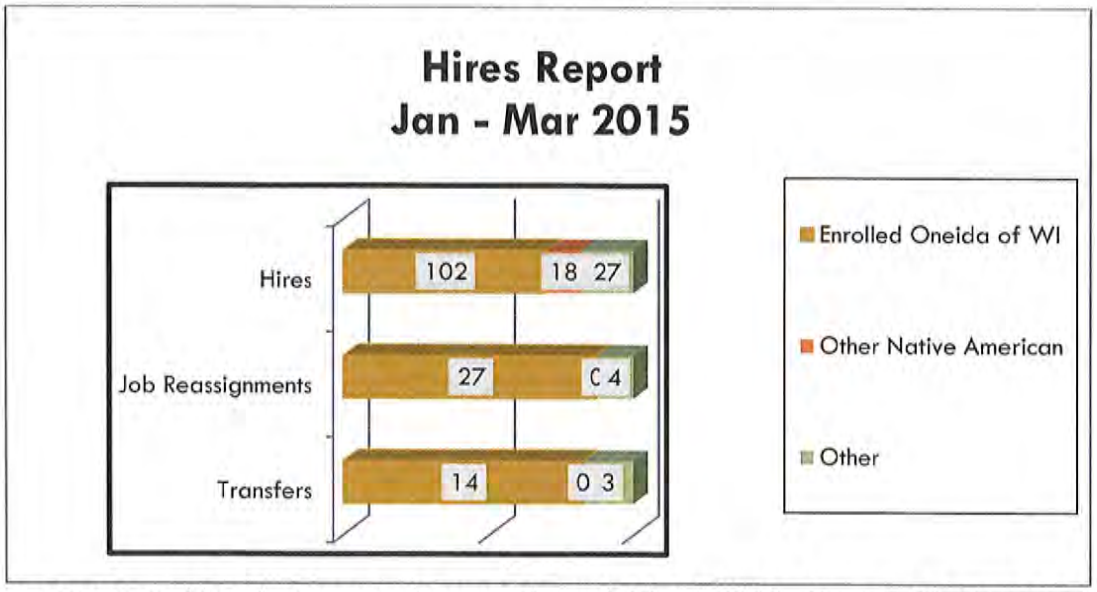
For January – March 2016

- 67% of all hires were filled with enrolled Oneida Tribal members.
- 70% of all job reassignments were filled with enrolled Oneida Tribal members.
- 80% of all transfers were filled with enrolled Oneida Tribal members.



For January – March 2015

- 69% of all hires were filled with enrolled Oneida Tribal members.
- 87% of all job reassignments were filled with enrolled Oneida Tribal members.
- 82% of all transfers were filled with enrolled Oneida Tribal members.



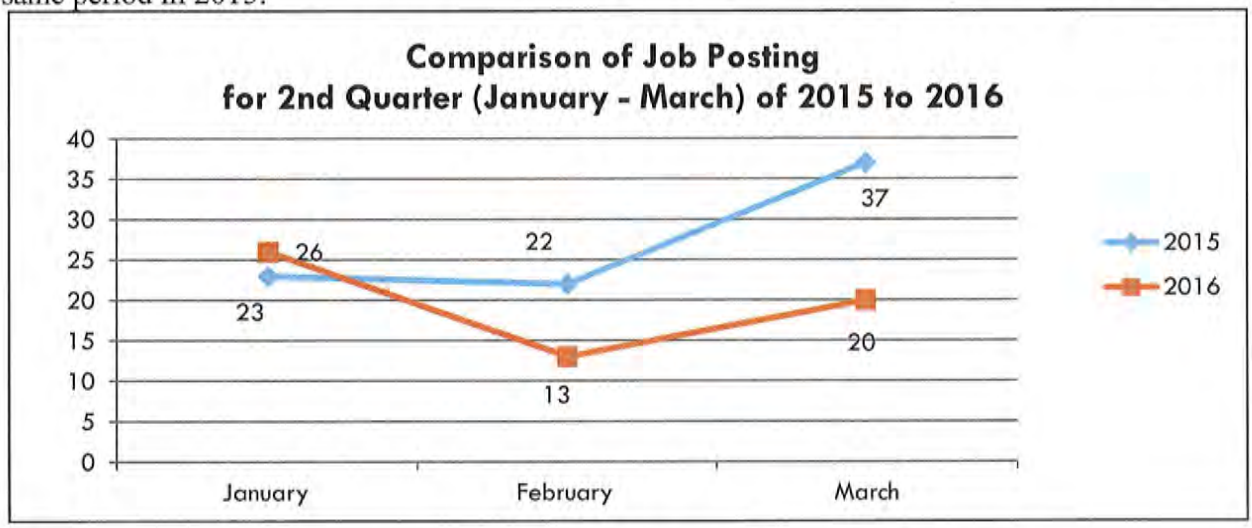
NOTE: *There were more hires last year in January through March 2015. During this time we were coming out of cost containment. According to the Business Committee directive, Enterprises could hire in February and March. Programs were not approved to hire for positions until April 1, 2016, unless it was approved by their direct report to the BC.*

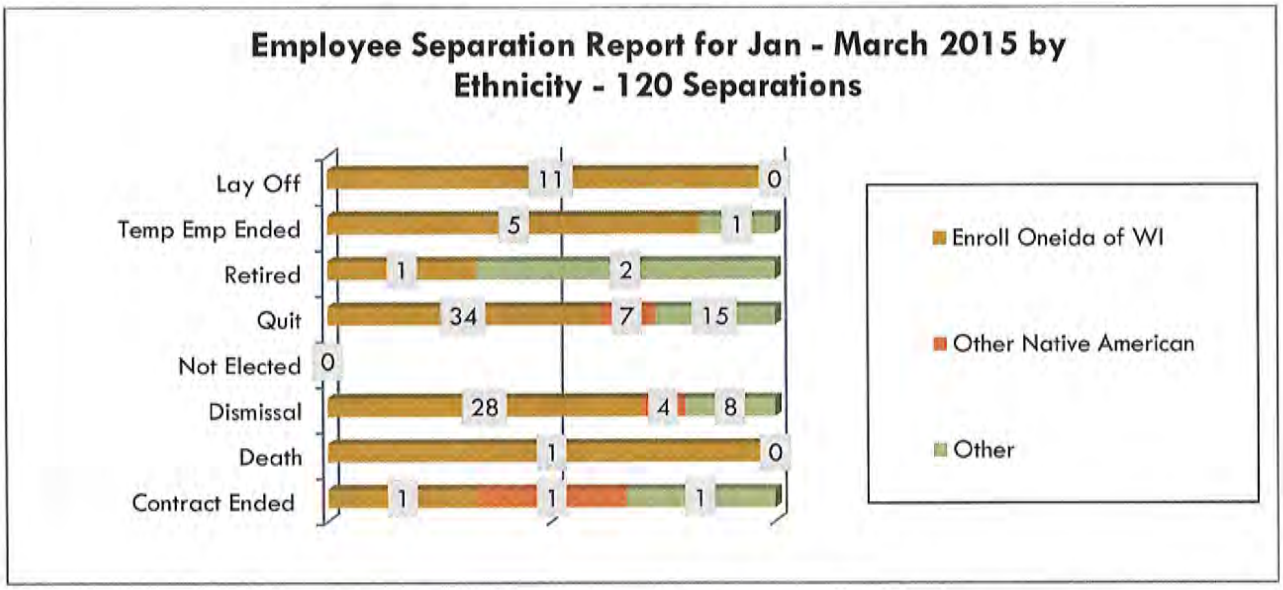
Job Postings

Job Postings by Division for January, February and March 2016				
	Jan	Feb	March	TOTAL
Gaming	8	2	6	16
Comprehensive Health	1	3	3	7
Development	1	1	2	4
Land Management	0	0	0	0
Environmental, Health & Safety	1	1	0	2
Internal Services	5	3	2	10
Enterprise	0	0	1	1
Finance	2	0	2	4
Non-Divisional	2	1	2	5
Governmental Services	6	2	2	10
Total	26	13	20	59

Job Postings by Division for January, February and March 2015				
FY15	Jan	Feb	March	Total
Gaming	12	12	7	31
Comprehensive Health	2	2	8	12
Development	0	0	3	3
Land Management	0	0	0	0
Environmental, Health & Safety	0	0	0	0
Internal Services	2	3	1	6
Enterprise	1	1	2	4
Finance	0	0	0	0
Non-Divisional	4	0	9	13
Governmental Services	2	4	7	13
Total	23	22	37	82

A total of 59 positions were posted from January through March in comparison with 82 job posted for this same period in 2015.





There were a total of 104 employee separations for the period January through March 2016 in comparison to 120 employee separations for January through March 2015.

WORKFORCE DEVELOPMENT DEPT.

Workforce Development Report for January, February, March 2016				
	Jan	February	March	TOTAL
TrANS	3	15	16	37
Work Certified	16	0	0	16
Outstanding Applicant	1	4	2	7
NWTC	8	14	9	31
CMN	0	0	0	0
Supportive Services	4	4	2	10
Mock Interviews	7	3	3	13
Presentations	37	23	8	38
Client Outreach	106	130	60	26
Collaboration with partners	3	5	12	20
Total	185	198	112	495

During the 2nd Quarter, Workforce Development did outreach to a total of 495 clients. Our Vision is to ***Build a Strong Oneida Workforce.*** Our project has two objectives:

Objective 1: By October 2018, we will build an Oneida workforce by providing classes and training that will increase the knowledge, skill set, employability and earning potential for 180 Oneida community members
Objective 2: By October 2018, build both internal and external partnerships with employers and colleges to help 120 program participants obtain full-time employment within the community.

For this past quarter thirty-seven (37) people (this includes our partnership numbers) applied for TrANS and thirty-seven (37) participants were chosen and completed TrANS. Ninety percent 90% of the participants are currently employed. This program has given these participants confidence and some building tools to start a career in the trades. Some of the instruction/certifications received were OSHA-10, Flag Certification, CPR/AED & First Aid Certification, Blue Print Reading Certification and Fork Lifting Certification.
We recruited sixteen (16) people for Work Certified however 14 were chosen and due to lack of interest, class was cancelled and rescheduled for January, are currently taking class.

WFD has partnered with NWTC and CMN and has provided CDL training, Forklift training, and assistance for assorted classes to get in good standing with Higher Education.
WFD has sponsored 2 Forklifting classes. Thirty (30) people signed up and fifteen (15) have completed and received Forklift Certification.

We have reached out to all our clients to assess where they are now and what their current needs are.
WFD provided Soft Skill training three (3) times a week for the months of February and March. We will be collaborating with Community Services Area and the WIOA program to hold Soft Skills training in February.

EMPLOYEE INSURANCE DEPT.

During the second quarter of FY16, the Employee Insurance Department worked on completing 1095-C forms. These forms are required to be completed as part of the Affordable Care Act and had to be mailed out to employees by March 31, 2016. This was a new and labor intensive process. The Employee Insurance Department completed and mailed out 3,039 forms.

Compliance with the Affordable Care Act is an ongoing task. The next compliance piece is the 1094-C form. This form must be completed and electronically filed with the IRS by June 30, 2016. The Employee Insurance Department will be working on completing the steps necessary to meet this deadline.

January 2016 saw the successful transition from Unum to The Hartford as the insurance carrier for the following benefits: Short and Long Term Disability, Voluntary Term Life, and Basic Life. The disability claim process switched from a paper application to a telephonic process. Employees who need to file a Short Term Disability claim can call The Hartford at 1-800-549-6514.

The Employee Insurance Department provides benefit administration and employee assistance for: medical, dental, vision, disability, retirement plans, voluntary benefits, flex spending, orientation, and workers compensation.

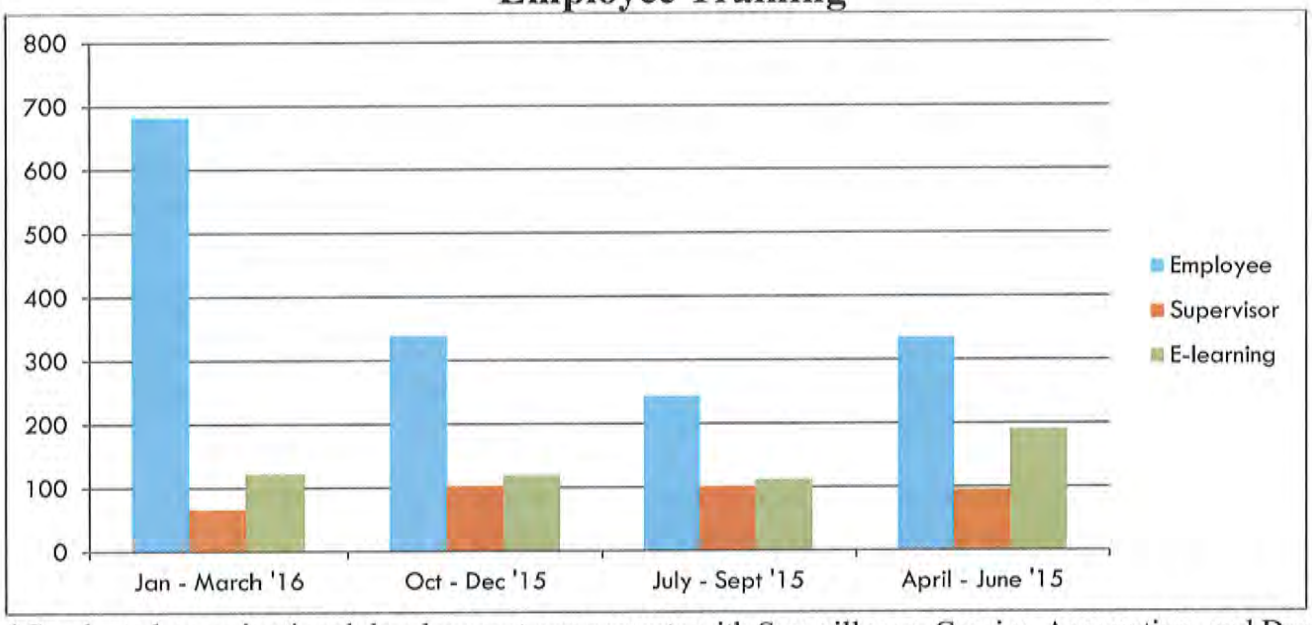
MONTHLY INSURANCE COUNT – March 2016

Breakdown	Employee Count	COBRA count	Breakdown	Employee Count	COBRA count
401K	1,685		Medical – Single	866	3
LIF52	2,510		Medical - Limited Family	483	
Short Term Disability	2,118		Medical – Family	626	
Long Term Disability	2,092				
Delta Dental – Single	689	7	Vision - Single	810	4
Delta Dental- Limited Family	468	1	Vision - Limited Family	543	1
Delta Dental - Family	638		Vision - Family	730	
Dental Associates – Single	131				
Dental Associates – Limited Family	77				
Dental Associates - Family	96				

The Insurance team consists of: Christina Blue Bird, Kimberly Schultz, Kristin Jorgenson and Josh Cottrell

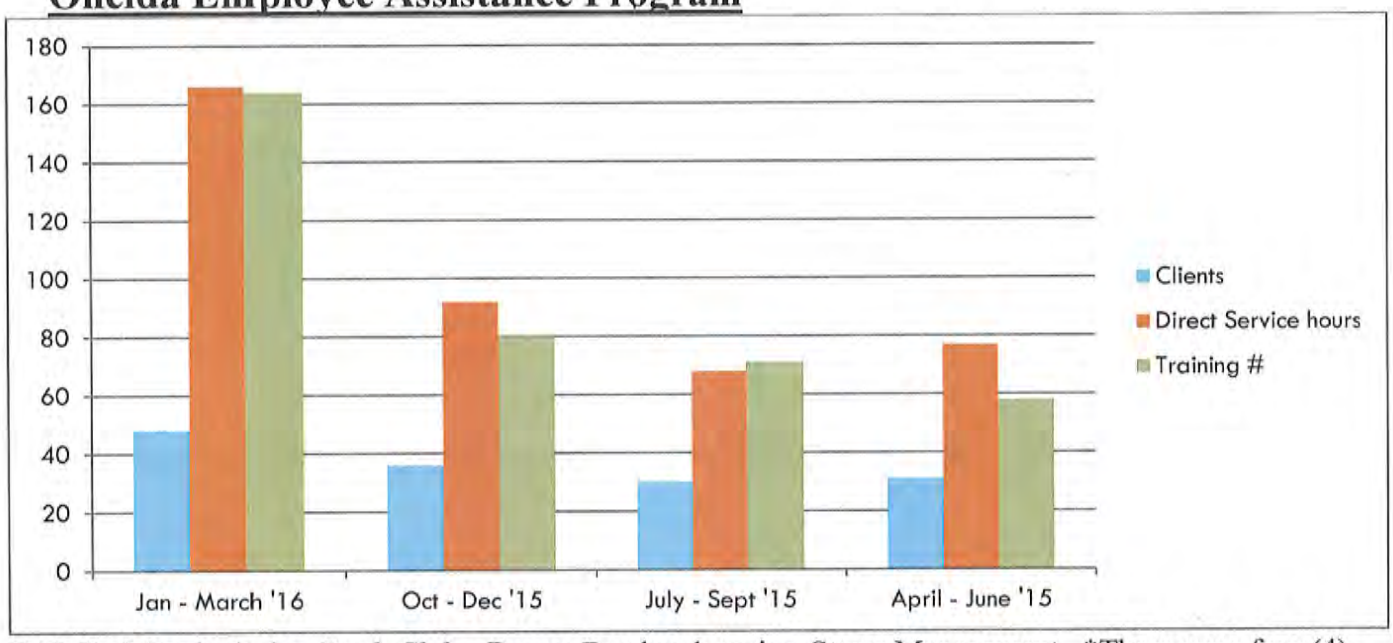
TRAINING & DEVELOPMENT DEPT.

Employee Training



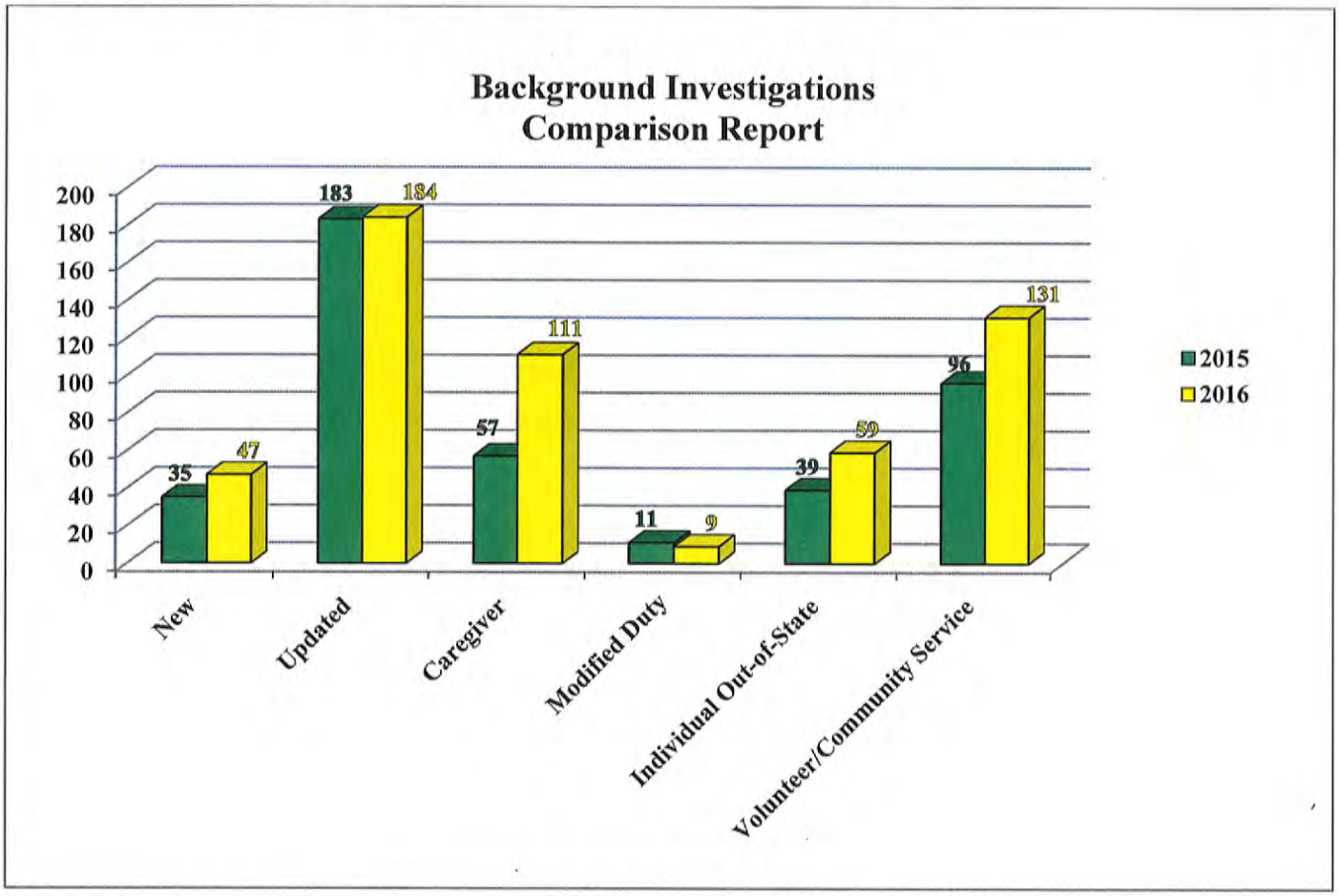
*Conducted organizational development assessments with Surveillance, Gaming Accounting, and Dental.
*Conducted Annual Customer Service for Health Division Jan – Feb 2016
*Conducted special Customer Service Training for Gaming Accounting employees Feb 2016
***COMING SOON**: Active Shooter training for all employees (excluding Oneida Nation School System employees they have a specific safety training on intruder and will be transitioning to "ALICE" format.)
*Weekly meetings to establish new training for management: History and Culture of the Nation
*Entering Health Division employee training data (new process). That data is not reflected above.

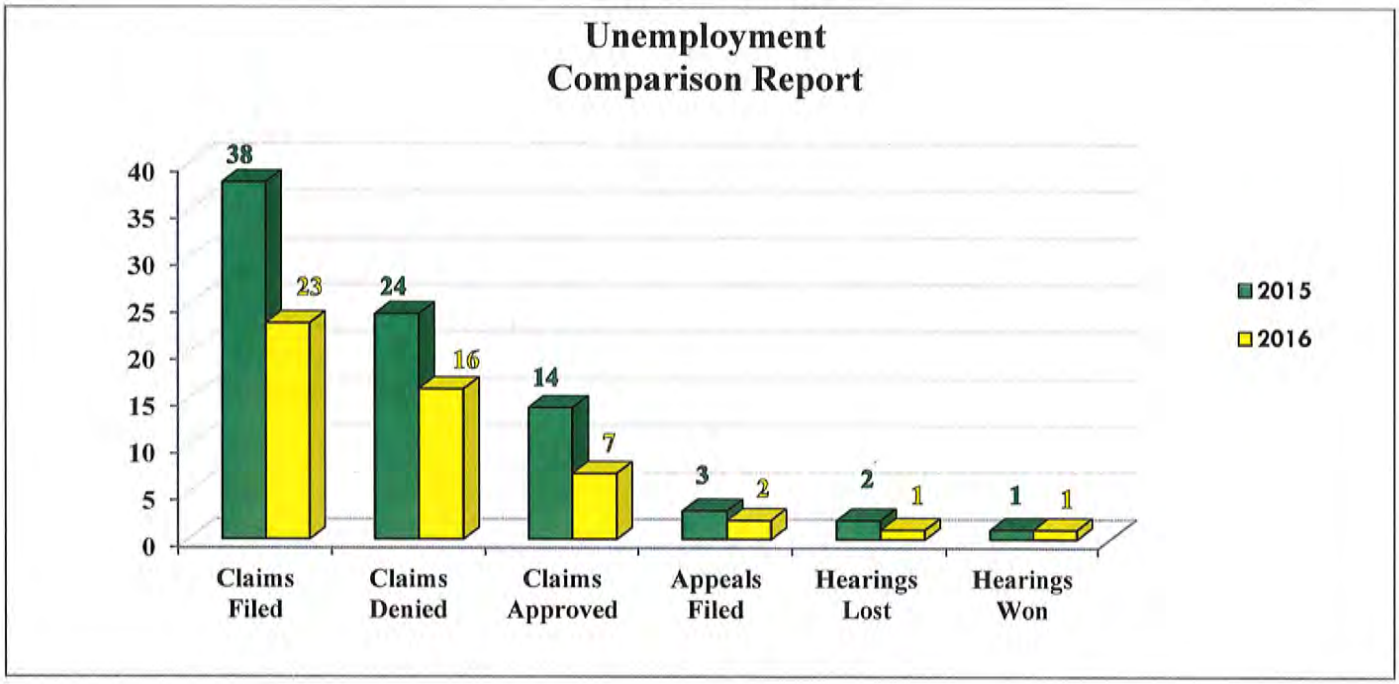
Oneida Employee Assistance Program

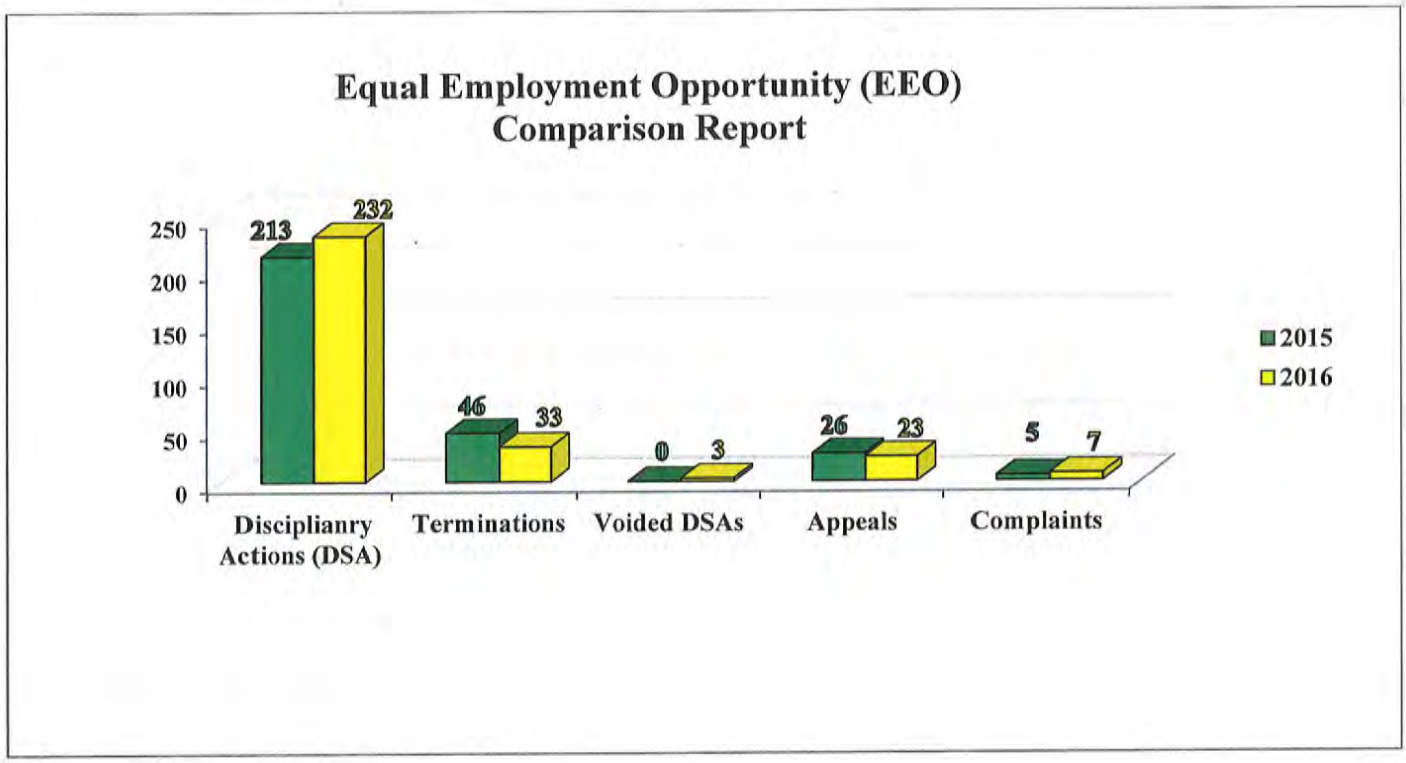


EAP Training includes: Book Clubs, Brown Bag lunch topics, Stress Management. *There were four (4) DAFWP Return to Work Agreements this quarter.

EQUAL EMPLOYMENT OPPORTUNITIES (EEO) DEPT.






Equal Employment Opportunity (EEO)
Comparison Report
250
200
150
100
50
0
213
232
46
33
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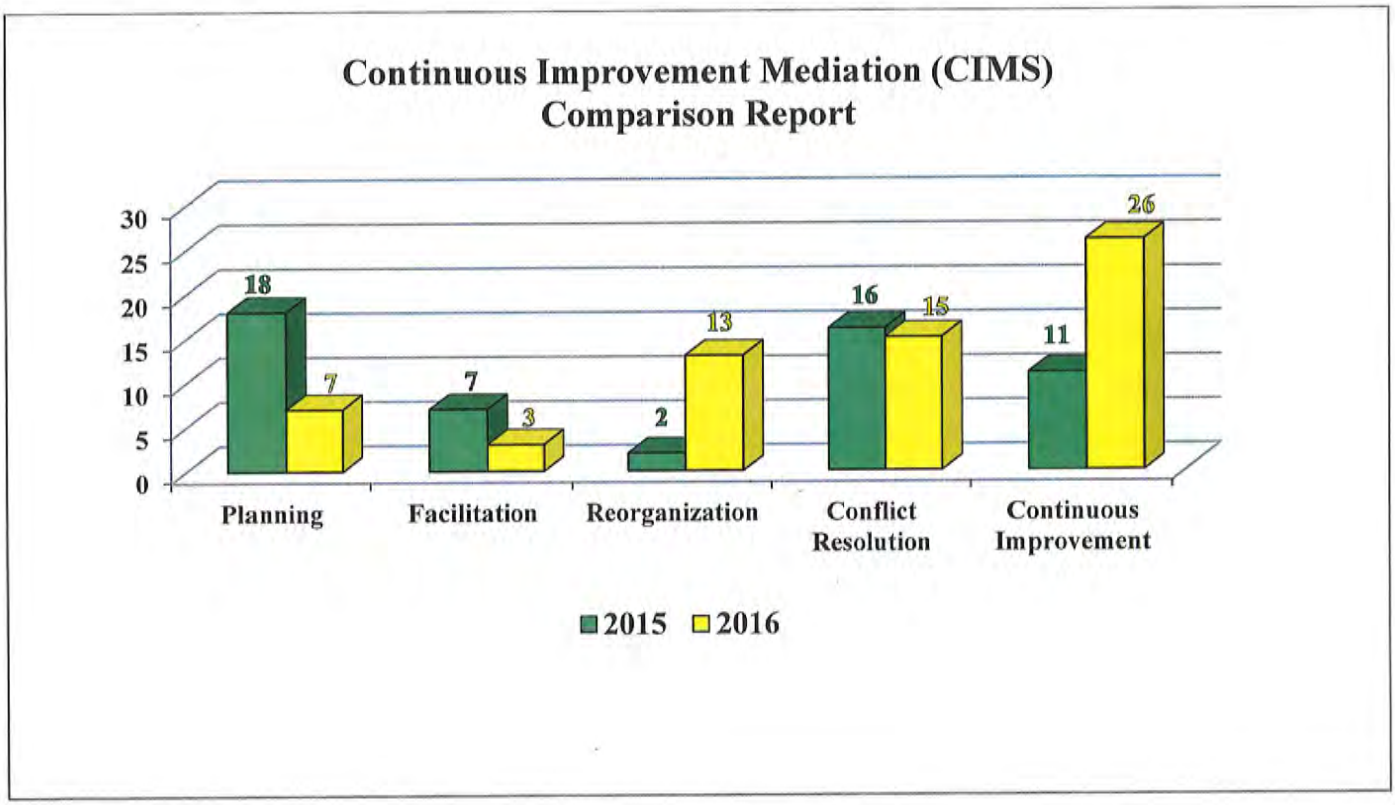
3
26
23
5
7
Disciplianry Actions (DSA)
Terminations
Voided DSAs
Appeals
Complaints
2015
2016


Continuous Improvement Mediation (CIMS)
Comparison Report
30
25
20
15
10
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18
7
7
3
2
13
16
15
11
26
Planning
Facilitation
Reorganization
Conflict Resolution
Continuous Improvement
2015
2016

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 10 / 16

2. General Information:

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

Agenda Header: Exec - Reports

☒ Accept as Information only

☐ Action - please describe:

GSD 2nd 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: Don White, Division Director/GSD

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:

Attached is the second quarter report for Governmental Services Division (GSD)

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

Governmental Services Division

FY16 Second Quarter Report

Executive Summary

Division Executive Summary

This report reflects a detailed communication from each department within GSD. Each department was asked to respond to the following questions:

1. What is the Base number of customers served.
2. Utilization of services. How many times has each customer used a service you provided.
3. Identify 1st and 2nd quarter initiatives to achieve customer outcomes.
4. Identify customer trends that service operations are responding to.
5. What is the customer or service forecast for each department.
6. Explanation/summary explaining customer information/statistics.
7. Identify performance targets for the 2nd quarter.
8. Based upon the 2nd quarter performance, identify the 3rd quarter performance target/s for the department.
9. What is the customer satisfaction score for the 2nd quarter?

The following information submitted to the Business Committee can be used to obtain a snapshot of department operations in the Governmental Services Division. This information is submitted to enable the Business Committee Members to take a quantitative and qualitative look at the range and effectiveness of human development services to the Oneida Nation Community.

Information contained in this report will be used for continuous improvement initiatives during the 3rd quarter. Under performing departments will submit performance improvement plans, in line with 3rd quarter performance targets to achieve planned customer outcomes.

Thinking about Division performance for the 3rd quarter, GSD, will be developing and continue to develop three (3) important initiatives. First, GSD will be requesting most, if not all the Divisions in the tribal organization, to assist in the development of system to address Holistic Wellness for the Oneida Nation. This initiative will start with a global vision of Holistic Wellness, and result in inter-disciplinary teams, working through their specific areas of expertise, to provide service/s aligned with the Vision, to achieve Holistic Wellness Outcomes. A facilitator for the visioning session has been selected and members of the Business Committee are welcome to participate. Notifications for the visioning will be sent out during the month of May.

Initiative two (2).
The Division Office will be hosting a global meeting of Oneida Culture Leaders to discuss the improvement of the Oneida Culture System and to develop a collaborated approach to implementation. The intended outcome is to construct a plan for societal development, with an "Oneida Ways" foundation. This would include cultural education, roles and responsibilities, norms, standards, training and education for "key" roles and responsibilities within the system.

Initiative three (3).
The Three Sisters Project. This is the pyramid design that outlines knowledge, skills and abilities that must be achieved as one maturates through human development stages. The Three Sisters methodology also walks a similar developmental path found in native traditional education processes. This initiative can and will be utilized to achieve functionalism in Oneida Cultural and mainstream life.

To conclude this 2nd quarter report, the Governmental Services Division request Business Committee support to transfer Major Home Repair Services to the Land Division. After previous discussions with the current Division Director, the Division of Land Management provides similar services to its customer base. In addition, the Land Division also has qualified staff in construction trades, which Elder services does not have

Cultural Heritage Area

FY16 Second Quarter Report
Oneida Cultural Heritage

Cultural Heritage serviced 7914 individuals 15150 times during the 2nd quarter. The goals for Cultural Heritage are to increase a positive cultural identity and Oneida language speaking ability. Initiatives to meet our goal are TsiNiyukwalihot^, Tw^hatenis, and On^yote'aka Tsi nitwaw^not^. All departments provide assistance to other Divisions and Areas like Social Services (SEOTS), Comprehensive Health and the Oneida Nation School System to develop their culture components, language development, and training in health and wellness. Monthly presentations are provided to the community on significant Court decisions, Treaties, Land issues, and laws. Other services include classes on traditional arts and crafts. Youth involvement is encouraged through an art auction and afterschool programming. A major communication system being worked on includes the development of a broadcasting station.

So far this year Oneida Language is approved as an accredited class through St. Norbert College. The museum staff agreed to take on the elder interview with the idea of working with youth from the Oneida Nation School System as assistance. A new initiative includes a History Department to continue presentations, collecting historical documents and providing information on families.

Language development is occurring throughout the nation by employees and volunteers in various pockets of the Nation. There are public school personnel taking the responsibility to teach using various methods including the On^yote'aka Tsi nitwaw^not^ curriculum

Information used for planning activities or programming is obtained through the 2005-2025 Comprehensive plan, surveys and planning strategies at various events. 71 individuals completed a survey at the April 2016 General Tribal Council meeting. The top answers were put into categories to the question of why Cultural Heritage is important. The categories are: Identity,

Education and Information
Assessments were conducted of Cultural Heritage during this time period. The result shows our strength and our weaknesses. The documents are used to make corrections and build a stronger area to provide the best service for our community.

Scorecard Statistics:

a. Base Numbers

Month	Culture	EI/History	Language	Library	Museum	Healing & Wellness	THPO
January	910	25	289	1527	280	33	387
February	478	50	400	1628	79	54	62
March	1037	18	397		151	109	
Totals	2425	93	1086	3155	510	196	

**Culture numbers include: Administrative staff, Cultural Advisor, Language/Culture Archivist/ Educator

b. Customer Utilization:

Month	Culture	EI/History	Language	Library	Museum	Healing Wellness	THPO
January	4001	27	289	1527	380	48	387
February	1632	58	736	1628	230	36	62
March	2743	126	726		304	210	
Totals	8376	211	1751	3155	914	294	449

Identify any 1st and or 2nd quarter operation initiatives to achieve customer outcomes:

Culture	Found an individual to coordinate Tw^hatenis (Rites of Passage-Mentorship group) Held strategic planning session during the 2016 Decolonization - Began the 2 year intense adult language/culture Tsi?niyukwalihot^ with 15 individuals ranging from infant to 89 years old.
EI/History	Held Hoyan event at Cottage II. People visited and told stories about our history and other traditions. Presented "Missing Land" to teach about treaties and land base. Video filmed and edited on Oneida History by Randy Cornelius. Video uploaded to youtube. Https://youtube/69sQyrGrVM. Hosted PL 280 presentation to teach knowledge of historical events, treaties and laws.
Language	1st Quarter: Worked with St. Norbert College to provide On^yote'aka Tsi nitwaw^not^ curriculum for credit; Started Kaliwiyo Class 2nd Quarter: Started Monthly Language classes/activities; Collaborated with ONSS to apply for an ANA grant
Library	January was Native American Heritage month. Rising Nation motorcycle group along with Resurrection car club donated $200 to provide snacks
Museum	Offered an array of presentations regarding history and culture. Conducted annual Young Artist Auction promoting tribal youth.

	Installed a new Basket Exhibit at the casino to promote tribal artists. Installed a new hands-on exhibit in the museum. Offered a variety of workshops and presentations by tribal members were offered to promote language, culture and history.
Healing/ Wellness	Hired a Healing Facilitator.
THPO	Austin Strauble archeological survey on 50 acres resulting in one isolated find to be curated to the Museum.

Customer trends:

Culture	Tsi?Niyukwalihot^ participants are bonding and volunteering. They are gaining confidence in the information provided to promote a positive self-esteem. 8 out of the 15 work with Tw^hatenis as aunts and uncles. The group took initiative to start Tuesday and Thursday sewing circles at Redstone to complete their ceremonial clothes. One day may change to a beading circle once they learn raised beadwork. In May the schedule will change to Thursday evenings for the sewing circle, community members are invited to join. Postcards were sent out to youth ages 12-13 to participate in the Rites of Passage. Older youth and their family are encouraged to attend, however our target group is ages 12-13. The group meets Sunday afternoon from 1-3pm. During the April 13, 2016 GTC meeting a survey was completed to measure the successes and areas of concern for Cultural Heritage. 71 individuals completed the survey. Answers indicate the majority see Cultural Heritage as a form of learning identity. The next popular answer is education and the third providing information. Other answers include family, spiritual and language.
EI/History	Requests for presentations throughout the Nation.
Language	Collaboration with other GSD departments working more smoothly & a trend toward using On^yote'aka Tsi nitwaw^not^ in ONSS
Library	
Museum	Customer Trends - We survey our customers to obtain an understanding of their needs/requests. As a result, we repeated classes that were offered last year, conducted presentations regarding the culture and history. Several classes were highly attended to include our scarf making class, beaded earring class and beaded ornament class.
Healing/ Wellness	The Healing Facilitator is working with Tw^hatenis as a part of his duties and responsibilities. The Wellness Facilitator works closely with Behavioral Health, Domestic Violence, Environmental and others to provide presentations, training, and grant writing assistance.

THPO	Presentations and training continue for Local, State, Federal and First Nation agencies. Certifications are presented after training sessions.

Operations forecast for Area, Department/Program, based upon customer information:

Culture	Based on the Decolonization SWOT Analysis and the April 13, 2016 GTC meeting a survey Cultural Heritage will be reviewing the Mission Statement Tsi?Niyukwalithot^ could be expanded if adequate room and work area was available. A Cultural Center would be an ideal place. The indication for activities included fitness activities like: Dance exercise class. Hannaville is used as an example Acknowledging all our current language learners throughout the community scheduled for the 3rd quarter. Invitations will be going out soon.
EI/History	
Language	More collaboration with ONSS & other tribal youth programming specifically Headstart, Childcare and YES; expanded services; community wide language survival day and a language bowl
Library	Obtain relevant and reliable information for First Nations studies.
Museum	We are currently working with a museum in Madison regarding a traveling exhibit to promote tribal raised beadwork artists. We plan to offer additional beading classes as well as other hands-on activities. We continue to obtain gift shop items based on customer requests. We are also working on more interactive exhibits to include technology
Healing/ Wellness	A healing /wellness workshop is planned for the near future.
THPO	Continue presentations, site visits and training. Customers are receiving pay schedule well. After a short lull in requests they are now picking up again. Continue work with agencies to develop a radio station or broadcasting service for Oneida.

Per Department/Program, narrative summary explaining or clarifying the above statistics:

Culture	All of the information used for Tsi?Niyukwalihot^ was provided by the Cultural Heritage staff , Oneida Community members and local colleges or universities through discussions, informal interviews and professional planning techniques.
EI/History	A teacher at the Oneida High School submitted a paper on Oneida Education for her class at the University of Wisconsin-MIlwaukee. The Environmental Resources Board required help with some maps to determine future walking paths across Oneida Creek. Tourism requested assistance with the photos and

	artifacts in the Judiciary. Presentations at Seots are well attended. However, the March presentation was cancelled due to a snow storm. The Historian presented at the Elderly Meal Site for three hours. The Elders attending were very enthusiastic and requested her to do another discussion soon.
Language	The above statistics were gathered over the past 6 months via the number of people in attendance at language learning opportunities and return attendance at the same opportunities. Additional, customer counts include people benefiting from our staff providing a service in the language such as ten day feasts, tobacco burnings, speaking at funerals and other ceremonial participation. The initiatives in the 1st & 2nd Quarters were in response to community requests. Trending recently is partnering with tribal entities that provide youth programming. From the continuing trends we envision a forecast where more work with ONSS will be a benefit to the community through an ANA grant. We seek to expand our services by hiring new staff and starting an annual language survival day and language bowl.
Library	Follow public museum standards
Museum	Our customers have requested: cultural and history presentations. Therefore, we offered presentations to include Randy Cornelius, Becky Webster, Artley Skenandore, Loretta Metoxen and Loretta Webster. Survey results indicated that the community was interested in a variety of classes. Therefore, we offered raised beadwork picture frames, beaded ornaments, beaded earrings, scarf making, and a painting class. The classes were highly attended
Healing/ Wellness	Suicide and other harmful behaviors are an issue. Tw^hatenis will provide our youth with mentors to help guide them through rough patches in the growth and development.
THPO	Any and all activities are conducted using the grant applications for Tribal Historic Preservation and Broadcasting. Other activities are upon request and follow the Reservation Comprehensive Plan from 2005-2025.

Challenges to your and continuous improvement efforts to meet the challenge:

Culture	Cultural Heritage staff is located in various buildings. A Cultural Center would be ideal to keep everyone together. Not all of our information is in Onbase so research isn't easy. A group was formed a few years ago to identify roles and responsibilities of our knowledge keepers. We are planning to begin meeting again to regain cohesiveness. The Oneida Nation would benefit from having apprentice positions for the Cultural Advisor and Language/Culture Archivist/Educator
EI/History	There are 30,000 photos in the possession of the History Department that need to be handed over to the Museum for proper care. After the move of the Historian six months ago to this facility, (Cottage II), there are about 20 boxes of

	materials that are not yet filed. Travel would be required to collect other historical documents from such places as Haskell Junior College and other colleges, archives and museums to further develop our own Oneida Nation research center
Language	Gaining Support financially via operations Gaining Support in general We are developing a better way of communicating our financial needs within the budgetary process & applying for more grants. Support for our department in general is low due to misunderstandings, miscommunication and general lack of understanding. To address this challenge we will continue to collaborate with others and respond proactively to requests.
Library	Tribal contributions funds Library functions and identifies as a public library.
Museum	Customers preferred the evening classes in the winter. They stated that Wednesday evenings worked best for them. We also had repeat visitors to the Gift Shop based on clothing and jewelry selections.
Healing/ Wellness	Additional funding is needed to adequately meet the needs of the Oneida Nation. At least 3 additional staff are needed. A manager another healer and herbalist.
THPO	The Tribal Historic Preservation Officer works alone. She could use at least 2 additional staff members, an Administrative Assistant and Apprentice. This position takes care of the bones of our ancestors and uncovered remains from constructions sites.

Performance targets achieved at the end of the 2nd quarter:

Culture	Actively conducting daily classes in Language and Culture for 15 individuals from infant to 89. A strong inter-generational group is formed to foster a positive Oneida identity. The participants learned how to introduce themselves, their clan, their nation and different forms of prefixes. The Creation story was told. They made rattles, syrup, learned how to read a pattern, and offer tobacco for various activities. Tw^hatenis pilot is starting with 6 nieces and encouraging others to participate. The classes so far informed the value of tobacco, how to use it and made their own pouch. Cultural Heritage staff works with Comprehensive Health to develop their curriculum and provide e-learning information to meet the Nation's strategic plan. Met with Headstart to begin implementing language training for staff and provide additional support staff for the next school year.
EI/History	The Archivist and Historian have completed the research on twenty-five

	individual family requests for genealogical research. The Archivist has moved from the east end of Cottage II to the west end so to accommodate the scanning process of the thirteen filing cabinets of Land Claims records and to additionally scan historical records for accessibility in On Base. The scanning process is estimated to take from eight months to one year. The Multi-Media Specialist developed and designed a tripartite brochure of the monthly presentations of the History Department. The Research Assistant has made regular presentations at Elementary Schools and the Neville Museum.
Language	Increasing language proficiency in staff and students; curriculum accreditation; collaboration to apply for ANA grant
Library	Meeting the needs of the community.
Museum	We modified some of our plans to better meet the needs of the community. We invited and hosted more presenters. We changed the Young Artist Auction from December to February so that second semester students could participate. We hosted several tribal artists to offer classes expanding our class opportunities.
Healing/ Wellness	Hiring a Healing Facilitator Training with Behavioral Health and Social Services by Wellness Faciliator
THPO	Conduct site visits for broadcasting station.

Performance targets for each Department/Program for the 3rd quarter:

Culture	Tsi Niyukwalihot^ participants will learn kinship terms, and begin putting words together to make sentences. The participants will make waterdrums and learn social dance songs and planting songs.
EI/History	The Research Assistant and the Historian will be working with the Museum in the development of the Travelling Exhibit sponsored by the Great Lakes Culture Keepers. The theme of this exhibit is: WE ARE STILL HERE. A completed Memorandum of Understanding between the Oneida Nation governing body and the Governance of the Brothertown Nation regarding the Brothertown Collection. The Historian, as one of the Cadre' will be one of the trainers of U. S. Department of Agriculture employees. The training is titled "Working Effectively with American Indians". She will address Oneida Nation Treaty Rights and relationship to the land. The Veterans would like wording to placed on a Memorial for Dr. Josiah Powless. The presentation in June at SEOTS will include The Hall of Fame and Genealogy.
Language	A. Speaking assessment tool created B. Assessment of staff's speaking ability C. Language Camp Event

Library	Enrich cultural and recreational use of time
Museum	Our performance targets included offering one hands-on activity per month. We more than doubled that amount. Another performance target pertained to presentations. We tripled that amount.
Healing/ Wellness	Host a Healing/Wellness workshop for community members.
THPO	2nd visit to broadcasting station and meet goals of Grants

Customer satisfaction score for each Department/Program for 2nd quarter:

Culture	85%
EI/History	100%
Language	98%
Library	75%
Museum	93%
Healing/ Wellness	Healing services began in March 100% is the score for Healing and Wellness
THPO	98%

Culture	An ET Admin will be completing their term in June. Working with HRD to get a job description in place. Web statistics are not included in this report. However over 47757 hits were monitored in the 2nd quarter
	There are 14 Cultural heritage staff advancing in Language acquisition according to the monthly report information
	There are 14 advancing in knowledge of the foundational elements of Tsi?Niyukwalihot^
	There are 15 Staff development plans on file
	There are 15 staff meeting their development plan

Education & Training Area

The following is the scorecard information for the Education & Training Area for the 2nd quarter:

Base Number of Customers:

Program	January	February	March
Child Care	65	67	65
YES	453	453	453
Job Training	66	63	95
Higher Education	748	790	814
Early Intervention	74	75	80
Arts	1212	2606	1574
TOTAL	2618	4054	3081

UTILIZATION:

Program	January	February	March
Child Care	1300	1407	1430
YES	7901	15989	14516
Job Training	419	385	407
Higher Education	3440	2203	2158
Early Intervention	775	950	600
Arts	4513	5984	5000
TOTAL	18348	26918	24111

CUSTOMER SERVICE:

Program	January	February	March
Child Care	100%	85%	80%
YES	96%	96%	95%
Job Training	100%	100%	100%
Higher Education	70%	100%	100%
Early Intervention	99%	97%	97%
Arts	94%	96%	93%
Average	93.1%	95.6%	94.1%

Summary:

The base numbers for most of our programs are fairly consistent due to the fact we serve the same customers every day. The exception would be the Arts Program which varies due to the classes/workshops at different times of the year. One program which is not included in the charts above for 2nd quarter is CEC, which is currently getting re-established or re-organized and will have numbers to report in the 3rd quarter.

The utilization rate for the program again stayed pretty consistent. Youth Enrichment Services did have some variation during 2nd quarter due to staff on leave or a vacant position. In Early Intervention there was a drop in March due to school children being on spring break.

Overall for 2nd quarter our customer service rated at 94.2% which meets and exceeds the Division Office goal of 85%.

During 2nd quarter our departments were involved in a variety of activities for the community and membership. Some of the activities included: Lunch & Learn presentations, Financial Aid Workshops, Job Fairs, SEEDS Program, Radio Hour, Music from Our Culture, High School visits at area schools, and computer classes.

One major change that happened during our 2nd quarter was the addition of the Arts Program to the Education and Training Area. During this time the Arts Program Director got the Community Education Center up and running again. The Center was able to start offering some classes to the community toward the end of the 2nd quarter and more are being offered during the 3rd and 4th quarter. A course offering flyer was sent out to Oneida households advertising class offerings.

Due to the vast amount of information for all the programs, I have attached the reports from each program which goes into more detail on the services, accomplishments and challenges.

FY16 Second Quarter
Arts Program

Statistics
Base number of customers is 1,500
Customer Utilization is 3,500

Operation initiatives: SEEDS Program, Board, Art Classes, Artist in the School, Music from Our Culture, Community Guilds, Arts Workers, Fiscal Sponsorship, DAP, Radio Hour.

Customer Trends: We are seeing a healthy rise in community initiated projects. For example the basket guild, the beading circles, the Woodland Indian Arts Board, and the Writer's Project are stable and well received.

Operations forecast:
Our base number of customers include school-aged children who are audiences in our SEEDS program,

DAP audiences, audiences to any of events, children in the band program at the Tribal school, people taking art classes, MOC students, KLU students, different community groups we work with, and 1,000 listeners on the WPNE radio weekly program. An interesting thing with our utilization is that some of our most significant programs – such as our KLU which pairs Arts Workers and students together to learn the Thanksgiving Address, meet weekly. The number involved is 8 * 4 times a month for a total of 32. However, the impact of the number is significantly higher than the radio hour that reaches approximately 1,000 people each week for a total of 4,000.

Challenges:
Our biggest challenges in our department is marketing of events. We address this challenge through strategically marketing using many different formats: web page, newspaper, email, mailers, facebook, and twitter.

As a multi area program, we have many targets. One of our targets is promoting the Music from our Culture program through "Friendship Concerts." We realize that our participants attend many different schools that do not have access to Oneida music. To help our children share their culture at their schools, we are presenting "Friendship Concerts." We presented 2 concerts this quarter.

For the 3rd Quarter we will be working on our summer camps. Specifically marketing the camps, registration and setting up the camps. We will use the children's satisfaction as a measurement.

We use evaluations of the SEEDS program. Our rate is collectively 99%.

FY16 Second Quarter
Community Education Center (CEC)

Statistics:
Base number of customers is 270
Customer Utilization is 2,730

Narratives:
Operation initiatives: GED/HSED, Computer Usage, Partnership Usages (Workforce Development), Computer Classes, Community Classes, Meeting Space, and Tutorting.

Customer Trends: The CEC was scheduled to close. Four of the 6 staff accepted other jobs. The remaining two staff kept the building open. CEC usage and data collection had stopped when it was announced that the building was closing. When it was official that the building would be opened, it was

Operations forecast: The CEC is beginning a new era of service to the community.

Our base number of customers includes: tribal members that come in to use the computers, that number represents about 15 – 30 people daily; people working on their GED/HSED; other programs

using our building; meeting space; and tutoring. Starting in February, we began offering classes. The classes have been very well attending and are also represented in our numbers.

Our biggest challenge is starting up programming after the assumed closure of the program. We are reworking job descriptions, updating programs, updating policies, and marketing the new center.

Our target for the second quarter was getting the CEC up and running. We have hired a program director, establishing quarterly classes and are in process for expanding programming.

For the 3rd Quarter we will continue to work on community programming and reworking job descriptions..

We have not evaluated programming yet.

FY16 Second Quarter
Oneida Child Care Department

Scorecard Statistics:
Base number of customers: 65
Customer Utilization Number: 1,340
Operation initiative to achieve customer outcomes: Post teacher positions at comparable wages as area child care centers.
Customer Trends: Child Care currently has a waiting list of 75 with Oneida's working for Oneida at 50. Largest age group is 1-2 year old age group.
Operation forecast for Child Care to achieve customer outcomes: Hiring more qualified teachers will increase child care's children enrollments.

Detailed narrative summary:
The base number of customers along with the utilization numbers are governed by the number of Teaching staff employed. Child Care has had 8 teacher resignations due to staff returning to school full time, interdepartmental transfers to higher paying positions and teachers retiring. State licensing mandates that we keep within ratios according to the ages of the children.

Child Care has instituted several initiatives to achieve higher staff recruitment. The Teacher position's wages have been adjusted to be comparable to Brown County child care wages. Four of the vacant have been adjusted to Teacher Trainee positions to allow trainees the opportunity to receive work experience in a child care center. Several applicants have had the required education but lacked the Child Care experience and were screened out.

Challenges to Child Care:
Hiring qualified teachers to increase child enrollment.
Continues improvement to increase child enrollments are the increase of teacher wages, reinstating teacher trainees and adjusting classroom age groups.

Child Care has achieved the following performance targets:

a. Adjusted classroom age groups to 1 year increments which allow the additions of another 2 – 3 year old classroom.
b. Adjusted wages of teachers to meet area child care wages.

Child Care's 3rd quarter targets:

c. Attendance: Increase enrollment by 5 children
d. Education: 75 % of teaching staff will complete 6.25 CEU's
e. 1 child who needs to be screened developmentally will be screened by June 1st 2016.

Child Care customer satisfaction average score for the 2nd quarter is 88 and is considered excellent customer service.

2nd Quarter Performance Report
Early Intervention

Identify any 1st and 2nd quarter operation initiatives.

- For 2nd quarter our initiatives were to hold four Lunch & Learn events for parents, employees and Tribal members on various subjects pertaining to disabilities and early childhood education. Another initiative was presenting at three different Early Childhood Conferences. The presentation was entitled, Community Collaboration: Bringing Services to Families with Young Children.

Customer Trends

- Slight growth in student numbers, however we are serving many more community children on site rather than at collaborative sites such as Head Start and Childcare. This is an indication that there are not enough slots available at Oneida preschool programs. Early Intervention usually provides therapy to children in their natural environments but because of waitlists for other programs we are providing therapy services in the afternoon at our site. Children are usually seen in their childcare programs but since there is a lack of availability and waitlists for these programs we are serving children on our site.

- Customers want evening events with quality childcare and light meal. I will be working with JoAnn Ninham and the YES program to develop some of these events next year. We anticipate offering 3-4 events during the 2016-17 school year.

Narrative:
Although we held 4 Lunch & Learns, the public just seems to be tired of these events so we are moving ahead and will collaborating with other agencies to have evening events so that both parents and grandparents can participate. Since we are seeing more children in our building we understand that the Oneida Childcare and Head Start programs are at capacity. I expect this trend to continue but we are prepared for this trend and will continue to develop afternoon programming for children who are not in an early childhood program on the Oneida Reservation. We anticipate serving 10-12 children each week.

The audience attendance at the three Early Childhood Conferences was approximately 45 participants at each session and the reviews averaged 4.7 out of 5.

Challenges:
The challenges to our program are time. We see the majority of our students at Oneida Head Start and their program only makes children available for therapy between the hours of 9:30-11:30. Most children receive 2 therapy sessions each week of 30 minutes, it's hard to get all children their time, especially if they are absent.

Performance Targets:
Our target is increasing developmental screens for children 4 months old – 5 years. Currently we screen 150 children annually; however we would like to screen an additional 50 children each year through collaborative agreements with Brown and Outagamie Counties and the seven surrounding school districts.

A new initiative for our 3rd quarter target is to provide summer services for our most needy children receiving 3-4 different therapy services. If a child just has speech therapy they would not qualify, but severely disabled children usually receive, speech, occupational, physical and early childhood special education services and therapies. The neediest children are served by the public school district or other outside agencies and they provide summer services to these children but we anticipate serving 3-7 children each summer with additional services so they don't fall behind their peers when entering 4K or 5K.

2nd Quarter Report
Job Training Programs

Scorecard Statistics	Voc. Rehab.	WIOA	Total
Base Number of Customers	66	29	95
Customer Utilization Number	261	137	301

Identify any 1st and 2nd quarter operation initiatives to achieve customer outcomes. Schools were in session during the 1st and 2nd quarter of the program operations which meant that Transition (school-to-work initiative) activities were aggressively pursued after the summer break. VR and WIOA staff are actively involved with development and participation in job fairs. Job Fairs are an integral aspect of job training programming since the primary goal of job training programming is providing access to employment opportunities. While not all job fairs are sponsored by Job Training staff it is important that we attend as many as we can. Job Fairs serve two purposes: first they put employers face-to-face with job seekers, and secondly, staff become more familiar with the needs of the employers in the region. "Work First" is the trumpet call of WIOA. To address that pairing job seekers with employers is key.

Customer Trends:
As the temperatures begin to climb we find an increase in the number of potential customers coming to the WIOA program seeking employment or, after having secured employment, looking for program support in securing needed clothing, work shoes and/or tools. Most of these jobs will be seasonal and participants will be advised that they are expected to retain their employment for a minimum of 90 days.

Operations forecast for Area/Department/Program, based on customer, and labor market, information. We expect, based on the latest Labor Market Information (LMI) that the WIOA customer base will remain quite level over the next quarter, with perhaps a slight increase in numbers becoming noticeable in June and increasing slightly throughout the remainder of the summer months. Construction trades, residential home building and highway construction labor will probably lead the field as far as employment opportunities are concerned.

Narrative:
Both of the Programs under the Job Training Programs umbrella are federally funded grant programs with specific participant eligibility criteria and regulations governing allowable services and service delivery. Beyond counseling of participants, making referrals to training venues, and assisting with job search and other employment enhancement efforts there is little that can be done by project staff, however what can be provided is labor intensive. While the number of participants on the Job Training Programs caseload appears to be few the amount of time required to work with each consumer, to take them from their skill level at the point of program entry to a successful employment outcome averages between six to nine months, depending on the skill level at time of entry. The Vocational Rehabilitation Project has an additional element to deal with in addressing the employability of a consumer that being that eligible applicants must have a clinically diagnosed disability, and that disability must be the barrier to that applicant's employability. Once eligibility is confirmed the counselor's primary role is to provide guidance to the participant as the participant takes the steps laid out in the Individualized Plan for Employment. Again, because these consumers have uniquely identified conditions the length of time from intake to successful employment outcome can be anywhere between six months and a year. The same is true for the WIOA participants, with the exception that the WIOA participants do not have to have an identified disability as a barrier to employment. In both programs the counselor serves to support the efforts of the program participant.

Challenges:

One of the biggest challenges to the programming of the Job Training Programs is the identification of the numbers in the population that could potentially be serviced by our programming. No statistics exist, for example, that identify the numbers of persons with disabilities that may be experiencing employment limiting conditions due to their disability. Population data is not broken down to the point of identification of persons living below the poverty-income levels. Availability of this data would go a long way in assisting program staff in identifying unmet needs in the area of disability and of those living in poverty. A second challenge is funding, or lack thereof. The lack of any financial support for WIOA, especially in the summer youth programming, leaves many of our young people without an opportunity to explore the world of work. In adult programming this level of financial support means we are not able to adequately assist consumers with needed training activities because of the high cost of the training. Finally, a limiting force in the Job Training Programs is the "cost of doing business". Programs in the Job Training area are labor intensive, meaning most of the costs are personnel costs. With fringe benefit levels of 40%, or more, funding that quite possibly have gone to training support, etc. is used to cover increased personnel costs. Over the past couple of years positions in both Job Training Programs have been lost because the available funding cannot support the increases in fringe benefits and indirect costs.

Performance targets:

The primary targets for the Job Training Program is the placement of participants into employment. The proposed outcome numbers are an annual number but can be broken down into quarters. For the Vocational Rehabilitation Program that annual proposed number for successful outcomes is thirteen consumers, which correlates to three to four successful closures per quarter. The Vocational Rehab program experienced four successful closures in the 2nd quarter of the year. Similarly, the WIOA has an annual proposed successful closure number of 16 consumers, or four per quarter. In the 2nd quarter of operations two participants had successfully entered employment but there were several others who were nearing the ninety days of employment requirement. The WIOA Program target goals were traditionally supported by two full time workers. Challenges identified in the prior question (loss of staff) are directly impacting the proposed number of successful consumers projected.

Performance targets for 3rd Quarter:

The performance levels for the Job Training Programs for the third quarter are as follows: for the Vocational Rehabilitation Project three to four consumers will have successfully completed the requirements for entering employment, and for the WIOA Program four adult consumers will have successfully entered employment.

Customer Satisfaction:

The Customer Satisfaction score for both the Vocational Rehabilitation Program and the WIOA Program during the 2nd quarter was 100%.

FY16 Second Quarter
Higher Education

Scorecard Statistics:

a. Base number of customers: Funding for the 2nd quarter totals 632 students disbursing approx. $ 9,401,162.
b. Customer utilization number: 7,801 *(Per monthly activity report).*
c. Identify any 1st and or 2nd quarter operation initiatives to achieve customer outcomes: Provide student support during the 2nd quarter by contacting Oneida Higher Education (OHE) students on academic probation to assist with retention, visiting area schools and high school students, hold 2 community financial aid workshops, provide college/career planning and increase OHE social media presence through Facebook, OHE web page and the Kali.
d. Customer Trends: The number of students awarded has been declining from the 2010 to the past 2015 school year by approximately 6.08%.
e. Operations forecast for department/program based upon customer information: Based on past trends, projections show a minimal increase in students. The rate of high school graduates attending college has not made up for the reduction due to the aging population (*per Oneida Higher Education Projections dated January 2016, Melissa Nuthals, Statistician's annual report*).

Narrative:

f. A decline in the overall tribal contribution budget. However, the average student funding has continued to increase. For example, from 2010 to 2015 it has increased by 14.9% resulting in the average of $11,639.91 per student. Final 2016 school year data/numbers will be available after August 2016 *(Oneida Higher Education Projections report, January 2016).*
g. During the 1st quarter our office initiated on "on-call" procedure where incoming calls go directly to the OHE Advisors or Assistant Manager for direct one to one customer assistance who can address their Higher Education questions/concerns.

Challenges:

h. It's a challenge to develop an annual budget due to the hundreds of post-secondary institutions student attend throughout the United States; budgeting for two school years within the tribal fiscal year timeframe, The number of students seeking higher education funds is unpredictable and unknown each year (average student age is 29; most frequent age is 20), and annual changes in federal and state financial aid. Will continue to work with our Statistician to create an annual projection report and the Quality of Life Survey may add data to assist with improvements.
i. It's a challenge to make changes or improvements to the Higher Education Scholarship program due to internal politics. Will continue student funding as usual until directed otherwise.

Performance targets:

j. Disburse the Oneida Higher Education Scholarship per GTC Resolution: 632 Higher Education students.
k. Provide student support: Contacted 75% of students on academic probation to assist with retention. Visited 5 area school schools and spoke with 21 high school students. Held 2 community financial aid workshops approx. 22 individuals (including parents/guardians). College/career planning with 15 applicants.
l. OHE social media presence through Facebook, OHE web page and the Kali.: Monthly average FB likes is 471.

Performance targets for the 3rd quarter:

m. Disburse the Oneida Higher Education Scholarship per GTC Resolution.
n. Provide student support: Contacted 100% of students on academic probation to assist with retention.
o. Counsel 20 clients through advisement and/or assessments.
p. New student contacts 80% of students who receive our funding for the first time.

Customer Satisfaction: 90%

Fitness, Adventure, Recreation & Parks Area

The Fitness, Adventure, Recreation and Parks Area is focused on healthy lifestyles and healthy habits and hobbies for our membership. We utilize the Growth and Development model for determining appropriate physical, cognitive, and emotional needs are for each age group. Our scorecard data is included in the report and is used for determining scheduling and programming for our departments. The Fitness Center saw an increase in membership since the membership fee has changed. The Parks Department worked closely during the Second Quarter with Elder Services on snow-plowing for our Elders during "named storms". The Adventure Department was working closely with the local school system to help with transitioning schools, and provided an Identity program through collaborating with the YES Program.

Customer Satisfaction	Jan.	Feb.	March
Fitness	97.0%	97.0%	97.0%
Experiential	97.0%	97.0%	97.0%
Recreation	100.0%	100.0%	100.0%
Average	98.0%	98.0%	98.0%

Base Number	Jan.	Feb.	March
Fitness	4,796	4,652	4,599
Experiential	410	450	445
Recreation	259	334	422
Total	5,465	5,436	5,466

Utilization	Jan.	Feb.	March
Fitness	4,796	4,652	4,599
Experiential	216	700	1,323
Recreation	2,348	2,402	2,695
Total	7,360	7,754	8,617

FY16 Second Quarter Report
Oneida Recreation

Second Quarter

Month	Attendance – Visits	Current Members
January 2016	2348	259
February 2016	2402	334
March 2016	2695	422

*NOTE: all memberships will need to be renewed beginning 1/1/16.

Service Development Outcomes and Customer Results:

- **Birth to 18 months:** No results
  0 membership
- **Toddler – 18 mo. – 3 years :** No Results
  0 membership
- **Pre-School – 4-5 years:**
  5 memberships (1%) (3-Male/2-Female 3-Oneida/Desc./0-Other Tribe/2-Other)
- **School Age – 6-12 years:**
  194 memberships (46%) (113-Male/81-Female 118-Oneida/Desc./36-Other Tribe/40-Other)
  NOTE: Youth need to be 7 years of age to attend the Recreation after-school program.

Physical Development Needs: *This age group is finally learning to master gross and fine motor skills. They have lots of energy and enjoy physical activities and structured games with rules. Our Sports & Fitness area provide ample opportunities for school-age children to expend their extra energy. We encourage all school-age children to participate in 60 minutes of physical activity daily (the recommended amount according to the President's Council on Fitness). We also provide youth with opportunities to participate in structured leagues such as flag football.*

Month	Outcome	Civic Center Result	Clifford E. Webster Result
January 2016	Each member completes 60 minutes of physical activity/day.	51%	75%
February 2016	Each member completes 60 minutes of physical activity/day.	37%	67%
March 2016	Each member completes 60 minutes of physical activity/day.	31%	53%
TOTAL		40%	65%

Emotional Development Needs: *School-age children begin to form longer lasting friendships with the same-sex peers as they become more interested in identifying with the likes and dislikes of a group. They are self-conscious about their abilities and need to be acknowledged and encouraged by adults. Our Social Recreation area focuses on the emotional needs of our youth. Girls and Guys Groups provide opportunities for school-age youth to interact with peers and learn new skills. Character Club provides this age group with opportunities to build their character and get involved in the community. For example, Character Club participants made Christmas cards for the Elders, homemade birdseed ornaments to hang in outside trees and went Christmas caroling. These activities allow the youth to practice the character traits they learn about all year long during Character Club.*

Month	Outcome	Civic Center Result	Clifford E. Webster Result
January 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	44%	37%
February 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	41%	31%
March 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	53%	41%
TOTAL		46%	36%

Cognitive Development Needs: *Children this age have longer attention spans and are interested in discovering things for themselves. They like intellectual challenges and reading about things they like. The Learning Centers at each facility are filled with books to read on various subjects. The youth are encouraged to build their reading skills daily. Before youth are allowed to use the computer or gaming systems in the rooms, they are required to read for 15 minutes. Activities such as Brain Food also encourage youth to complete their daily homework assignments and read for enjoyment. When the youth have completed their assignments, they are rewarded with a healthy meal prepared by the staff. The Art Rooms also provide school-age youth with opportunities to explore new and exciting ways to express themselves creatively. Youth at the Clifford E. Webster Building enjoy art journaling, upcycled craft projects, music and pottery. Youth at the Civic Center enjoy drawing, photography and completing native American art projects such as beading and music.*

Month	Outcome	Civic Center Result	Clifford E. Webster Result
2nd Grading Period	Complete homework assignments daily and increase GPA.	10 Report Cards Collected	7 Report Cards Collected
	Average GPA	3.41	3.24

Month	Outcome	Civic Center Result	Clifford E. Webster Result
January 2016	Participants will be exposed to a variety of art mediums & techniques	29%	5%
February 2016	Participants will be exposed to a variety of art mediums & techniques	58%	35%
March 2016	Participants will be exposed to a variety of art mediums & techniques	0%	25%
TOTAL		44%	22%

- **Adolescent – 13-18 years:**

67 memberships (16%) (39-MALE 28-FEMALE 53 – Oneida/Desc. 6 – Other Tribe 8 – Other)

Physical Development Needs: *This time of rapid growth (the most since infancy) can lead to a lack of coordination, loss of self-esteem and feeling awkward. Our Sports & Fitness areas offer teens opportunities to play sports and games in a relaxed non-competitive setting. This age group enjoys interacting with staff during games and leagues.*

Month	Outcome	Civic Center Result	Clifford E. Webster Result
January 2016	Each member completes 60 minutes of physical activity/day.	7%	20%
February 2016	Each member completes 60 minutes of physical activity/day.	9%	22%
March 2016	Each member completes 60 minutes of physical activity/day.	9%	13%
TOTAL		8%	18%

Emotional Development Needs: *Adolescents are very self-conscious about their bodies and physical appearance in general, which can lead to psychological vulnerabilities. They have a strong desire to conform to their peers and form close one-on-one relationships. Our Social Recreation areas work hard to provide opportunities for our youth to increase their social skills. Social skills such as character development, verbal and non-verbal communication, etiquette, and personal hygiene are stressed in activities such as Bingo, Girls Group and Guys Group.*

Month	Outcome	Civic Center Result	Clifford E. Webster Result
January 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	7%	10%
February 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	5%	2%
March 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	13%	11%
TOTAL		8%	8%

Cognitive Development Needs: Adolescents are developing abstract thinking. They are beginning to think about social issues and future goals in life. They can plan with little or no help from adults. The Learning Centers are available for all teens to complete their homework assignments and for computer use. The Arts areas also encourage teens to express themselves creatively in a variety of activities and programs such as pottery, traditional native arts, journaling and upcycled art.

Month	Outcome	Civic Center Result	Clifford E. Webster Result
2nd Grading Period	Complete homework assignments daily and increase GPA.	3 Report Cards Collected	4 Report Cards Collected
	Average GPA	3.06	3.09

Month	Outcome	Civic Center Result	Clifford E. Webster Result
January 2016	Participants will be exposed to a variety of art mediums & techniques	3%	10%
February 2016	Participants will be exposed to a variety of art mediums & techniques	7%	10%
March 2016	Participants will be exposed to a variety of art mediums & techniques	0%	2%
TOTAL		5%	7%

- **Young Adult – 19-35 years:**

34 memberships (8%) (25-MALE 9-FEMALE 29 – Oneida/Desc. 1 – Other Tribe 4 – Other)

This stage is a continuation of the adolescent phase, as young adults continue to separate themselves from family and focus more on friendships. It is an exciting time of new opportunities for education, careers, and other life experiences. The young adult must develop into a mature adult and face their new responsibilities.

Month	Men's Basketball – Noon Hour, Sunday, After 9 pm at Civic Center
January 2016	42
February 2016	85
March 2016	42
TOTAL	169

- **Middle Age – 36-64 years:**

  48 memberships (11%) (22-MALE 26-FEMALE 37– Oneida/Desc. 1– Other Tribe 10– Other)

This time is a period of reflection, family and career. This self-reflection is the time for a person to become content with their life and who they are as they prepare for retirement. It is a time for a person to enjoy their family life – children, grandchildren, extended family, etc.

Month	Number of Rentals Clifford E. Webster Building	Attendance
January 2016	15	310
February 2016	14	381
March 2016	16	330
TOTALS	45	1021

- Average # of rentals per month = 15. Average Attendance per month = 340. Community rentals range from events such as holiday parties, birthday parties, family reunions, baby showers, etc. The Clifford E. Webster Building is rented out on weekends and holidays.
- During the second quarter, the number of rentals increased by 15% and rental attendance increased by 3% compared to FY15.

- **Elder/Older Adult – 65 plus:**

  74 memberships (18%) (26-MALE 48-FEMALE 47- Oneida/Desc. 4- Other Tribe 23- Other)

  NOTE: Elders age 55 and older can attend the Recreation elder activities.

The elder adult stage is no longer considered "old age." There are some who have to suffer the illness and discomfort of growing older, but the majority of elders are healthy and active. Retirement is a time for people to pursue the interests that they did not have time to before. It is important to stay active and involved after retirement; many find this involvement in community, social, political and personal activities and projects. Although, this stage is a time for preparing for death, it is also a time to enjoy life and do many exciting, worthwhile things.

Month	Bingo Attendance	Bowling League Attendance
January 2016	207	0
February 2016	148	0
March 2016	220	0
TOTAL	575	0

- Bingo is held every Wednesday from 1:30 – 3:00 pm at the Clifford E. Webster building. We average 48 elders per session. No Elder Bowling league due to staff turnover.

Dartball League

Each winter we hold a dart ball league at the Civic Center. This year we had 8 teams – 71 registered players. 70% of these participants are male and 30% are female. Teams compete against each other each week and the league ends with a tournament and potluck meal. This year the winners were the VETS. This activity spans four age groups:

Adolescents (ages 13-18)	7 participants	10%
Young Adult (ages 19-34)	27 participants	38%
Adult (ages 35-64)	27 participants	38%
Elder (ages 65 +)	7 participants	10%

NOTE: 4% of participants were not current members and we didn't have age information on them.

Attendance for this activity is as follows:

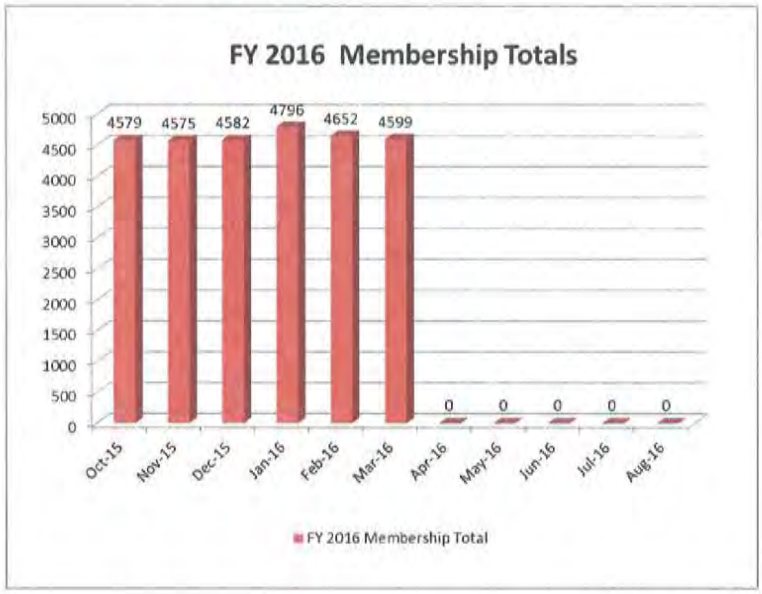
	January	February	March	Total
Players	89	140	147	376
Guests/Fans	13	25	24	62
	102	165	171	438

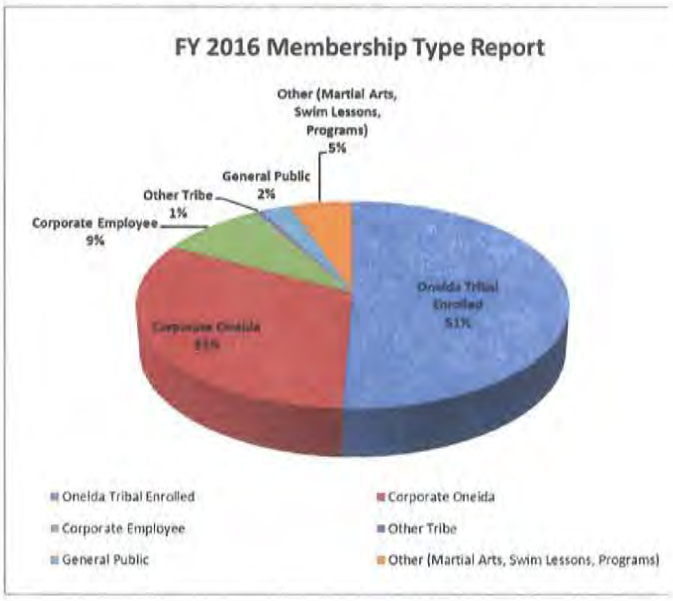
FY16 Second Quarter Report
Oneida Family Fitness

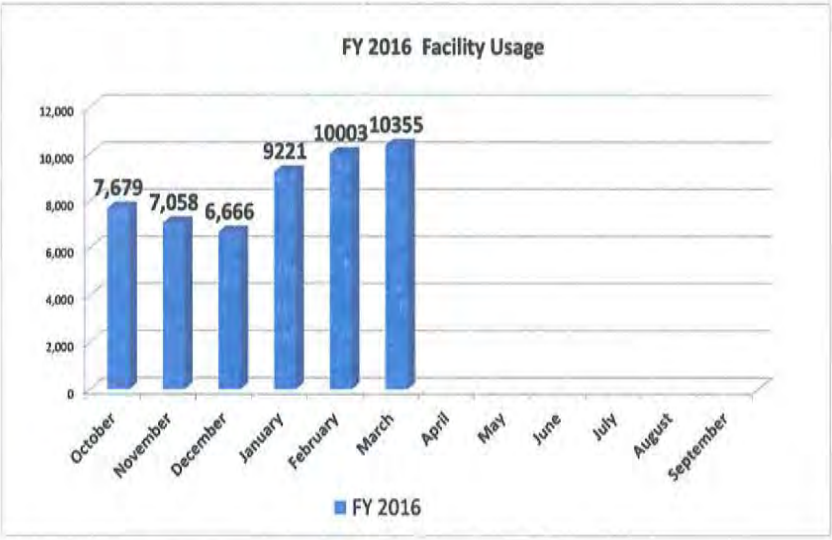
This quarter, Oneida Family Fitness focused on maximizing fitness and wellness programs to improve the health and wellness of our membership, employees, and the Oneida community.

Second quarter statistics

Membership total: 4,599
Facility usage: 29,579







Pool usage: 6,579
Martial art attendance: 1,399
Group fitness attendance: 10,848

2nd Quarter Focus – Increase engagement		
Initiative	**Activities**	**Outcomes**
Provide fitness and wellness programs for all ages and abilities	1. Fit Kidz – Headstart program 2. Swim lessons returned 3. Increased pool hours 4. Increased operating hours 5. Held a weight loss incentive challenge 6. Provide Tai Chi & Chair Yoga services for elders at Elder Services.	1. 124 Headstart kids 2. 5 levels offered; 27 youth attended 3. Extended evening hours and Saturday hours 4. Extended hours to close at 9:00 p.m. Monday – Friday 5. Approximately 100 participants; with a total weight loss of (females – 428.6 lbs); (males – 98 lbs) 6. Provide exercise class 1x a week at Elder Services.
Increase participant's KSA's of physical fitness and healthy lifestyles to reduce health care costs	1. Offered stress management 6 week program - RAS Point eligible 2. Reward members who engage in the recommended physical activity (3-5 days/week) 3. Conducted pre-fitness assessments for participants in the Oneida Exercise Pilot Program	1. 21 attendees 2. 10% of membership 3. 78 employees participated in pre-assessments (post assessments to be completed in May)

Oneida Family Fitness conducts quarterly customer satisfaction surveys. 71 members completed our 2nd quarter survey; with a 97% satisfaction rating. The surveys give us feedback on our program and services, staff, as well as the facility.

Plans for FY 2016 3rd quarter is to continue to provide quality programs and services for the Oneida Community and Employees and use the feedback and usage to increase engagement in our services.

Some of the challenge we see that prohibits our membership to be more engaged is:

- No evening day care
- Lack of space to provide programs
- No weight management program

We will also focus this quarter on researching ideas to provide evening day care. We submitted a CIP plan for facility updates, to include ventilation issues. Lastly, we have staff attending training so we can bring back our Weigh of Life weigh loss management program for members, as well as Oneida employees which is part of the RAS point program.

FY16 Second Quarter
Oneida Experiential & Adventures

Scorecard Data:
Customer utilization number 2nd Quarter= 1,323 -programs varied between an hour to multiday programs.
Customer Satisfaction = 97%
Customer registration for Individual signup programs has increased by 60%

Narrative:
We have had excellent attendance for our RAS & Diabetic noon and evening classes, with attendance being at or exceeding capacity. Tribal members and employees are looking for ways to improve their mental and physical health. **Our mission is to reduce stress! We create outlets and opportunities to reduce the stress experienced by those who are living with diabetes, or helping to avoid diabetes, by providing recreational, experiential group activities and outlets.** Our RAS programs have been an excellent way to expose employees to positive ways to improve their health. By offering RAS points it gives the incentive for the employee to try new activities that changes their mindset on living a healthy lifestyle. Through these new discoveries we have had many participants share that they are partaking in these activities with their families as well. This creates healthier individuals and healthier family units, by having them spend quality time connecting to the outdoors and to each other.

The Experiential department collaborates with the Health Center to provide more than bi-weekly programing targeting diabetic prevention and reduction, these programs are offered at noon, in the evening, and on the weekends to meet the client's needs. Programs include: Depression Prevention, Snow Shoe Tying, Mindful Programs, Nature Hikes, Biking, and overnight retreats.

Programs Served 2nd Quarter:

Depression prevention	Family Enrichment Programs	AODA- Journey & IOP Groups
Domestic Violence	Alternative HS	Lombardi Yes Boys Group
Lombardi Yes Girls Group	Face Program	External contracts
Wise Women Gathering Place	Native Crossroads	Title VII
Conflict resolution-	Family Fun Night	Employee Health
Veterans Program	Teen Parents Support Group	Kayak Pool – 2 classes
JMIO- Events	Hunter Safety- Survival skills	Behavioral Health

Oneida High School –Archery, Snow Shoe, Biking Units

RAS- Program- Snow Shoeing, Mindful, Biking, Hiking

Challenges:

The department even though understaffed, continues to work evenings and weekends to meet customer's needs and convenience. We have had a position open or unfilled for over a year due to the wage being low compared to the qualifications and expectations of the position. The staff has done an amazing job, covering the duties and programs of this position but this is not sustainable. I have been cross training employees from other departments and people from outside the tribe in efforts to mitigate this deficit, this is only a temporary fix. These people have a primary function or role that is their priority when

The wage line in the budget should be adjusted to hire a fulltime seasonal position along with sub-relief staff that is scheduled when program demands reflect the need. This would allow more programing options that would enable our department to serve more clients, larger groups, continue convenient hours, and increase program venues.

Goals:

Continued programing for the above programs with a customer satisfaction rating of 94% or better. Provide three week long youth camps that focus on character development by utilizing the Climbing, Paddling and Adventure venues to teach the youth lifelong social and interpersonal skills.

Customer = 97%

Customers are stating on the post evaluations that the programs that attended are helping them make needed life changes. These programs are designed to help community members and employees to improve their health by making real behavior changes and discovering and overcoming road blocks that has prevented them from making these changes previously.

Below are just a few comments that represent the purpose and the outcomes of our programing:

"This class was instrumental in teaching and enforcing patience. Good time management and relaxing time great behaviors learned for life long lessons."

"I believe this class is a great opportunity. Although it was frustrating for me at times I felt like giving up but with the help and support of from others I was able to finish my shoes. I learned some valuable lessons in regards to my personal life style and choices I make that affect my health."

"This class was great! There are many parallels to life situations and dealing with stress. The sense of accomplishment was great."

" I have been to a ton of teambuilding trainings and this one by far was the best. It has given or reminded me behaviors I need to incorporate or change to be the best me that I can be."

Seek the wisdom that will
untie your knot.
Seek the path that demands
your whole
being.
-Rumi

Social Services Area

Social Services programs highlight 2nd quarter continuous efforts to increase customer service delivery and staff development capacity building and performance reporting. All programs are working on providing client needed resources ranging from fresh food and food cards, to crises management, child support and child placement and child education. Food Distribution program continues to focus on generational healthier lifestyle and balanced eating approach.

The Child Support demographic continues to work on case transfers from counties with the typical population at low-income. It is anticipated the services will continue to increase with the case transfer as in most cases maintained by the county the workers don't have the time to spend with their clients whereby the tribe is able to engage further with the client base. The SEOTS program has experienced a challenge in engaging tribal membership in dialogue around health and participation in activities in overall wellness. The program is at level II. of their community Health survey initiative to survey and assess community health measures. Under Quarter II, staff begins to receive training and processing in identifying critical areas from that survey. Unfortunately the community has experienced two youth suicides within a one month period resulting in the department reaching out to local agencies to increase efforts in awareness and suicide education. Child attendance for the Head Start program continues to average at 87% with a goal to rise to 90% and level out as regular attendance equates to overall school success. Duplicate count of family activity is dependent on additional resources the families may need and provided.

Overall performance targets for Quarter 3 are to continue to increase overall client interaction at a 3 to 4% rate.

Challenges: Ongoing assessment of program staff capacity, looking at succession planning efforts to date, forecasting and balanced budget preparation and reviews. Management continues to review manager to employee ratios, efficiency of personnel management, and continued training and development needs within program areas.

FY16 Second Quarter
Food Distribution

Scorecard Statistics

a. Base number of customers: (J) 340, (F) 353, (M) 358, Avg = 350
b. Customer utilization number: (J) 740, (F) 747, (M) 740, Avg = 742
c. **Identify 2nd quarter initiatives to achieve customer outcomes**: WELLNESS OUTCOME. Making customers more aware of the benefits of healthy eating through proper diet and preparation of their meals. Providing meaningful information thru pamphlets, brochures, DVD's, and hands-on menu preparation utilizing our USDA food products.
d. Customer Trends: Seems to be more of the younger generation within our customer make-up that is seeking assistance and information in pursuit of a healthier lifestyle and a more balanced eating approach.
e. Operations forecast for Program based upon customer information: Continuation with USDA to provide healthy/nutritional values in our food products that provide our clients with a food package that meets or exceeds the USDA requirements in the national food pyramid matrix.

Program Narrative Summary:
Our partnership with USDA thru established Grant contracts continues to provide the needed resources in the form of various food products, both fresh, frozen, and canned, that sustain our Native community by providing sustenance and a balanced approach to healthy eating habits, both for the individual as well as an entire family. The numbers that are generated reflect a continuing effort to meet the food necessities required by the populace we serve, and to ensure that future generations get the provisions that make for a healthy/vibrant Nation.

Program challenges/efforts to overcome them:
To spend in its entirety authorized Grant contract monies in line with USDA/Tribal directives that meet the overall needs of the department with regard to its customers. Solution: Closely monitoring of monthly R & E statements that reveal current balances in each separate PRT within the approved Budget, and making adjustments accordingly.

Program performance targets achieved in 2nd quarter.
Delivery services for the 2nd quarter indicate a slow but consistent rise in the number of customers utilizing our delivery service as a direct benefit. (J) = 68, (F) = 73, (M) = 85 Avg. = 75 VS. 41 of last quarter statistics.

Performance target(s) for 3rd quarter achievement: To apply our best efforts in meeting the sustained base/utilization numbers that reflect our customers dependence upon our Program continuing to provide the needed resources being available for their benefit and overall welfare.
Identify customer satisfaction score: (J) = 100%, (F) = 90.7%, (M) = 95.2% Avg. = 95.3% An overall excellent rating IAW rating scale utilized.

FY16 Second Quarter
Head Start/Early Head Start

Score card statistics:
Base number of customers: 358 is the monthly average
Customer Utilization number: 485 is the monthly average

1st and 2nd quarter operation initiatives to achieve customer outcomes:
Monthly child attendance for the Head Start program is as follows: January 86%, February 88%, and March 89%. During our recent federal review the program was praised for not falling below the federal requirement of 85%. It is a goal of Head Start to make sure children are getting to school.

Customer trends:
The participation of parents and other family members has been high during the quarter. In March the numbers were lower but the number of contact days was less due to spring break. In Early Head Start participation in monthly socializations and family events remains consistent.

Operation forecast for Department/Program based upon costumer information:

In the next quarter there will be a decrease in the utilization and base numbers because the Head Start program's last day is May 18th and school will resume at the end of August.

Narrative summary explaining or clarifying the above statistics:
The base numbers and utilization numbers are based on the participation of families in the program. Daily the children receive services from the Head Start program but families will participate in various ways increasing or decreasing the numbers. Duplicate services also depend on the needs of the family and what additional resources they require.

For families in the Early Head Start program weekly participation for the parent and the child is required. The numbers in this program vary based on parents who make their weekly home visits and participate in socializations and family events for the month. In Early Head Start duplicate services are also dependent on the additional resources that families may need. In addition, this program will also transport families for required appointments for the child or parent.

Identify challenges to your Program and continuous improvement efforts to meet the challenges:
The Head Start program's goal is to keep attendance above 90%. Research shows that there is a direct link to ongoing school success and regular attendance. Children who have poor attendance can fall behind in developmental milestones, have poor relationships with peers, and are more likely to be held back a grade in elementary school.

Head Start has made a conscientious effort to improve attendance using these methods:

- Talking to parents at the orientation home visit about the importance of attendance and the consequences of chronic absences from school. The strongest consequence is removal from the program to allow another child who will utilize the services to attend.
- Monthly certificates go out to children with perfect and good attendance.
- Family Service staff work with parents whose children have low attendance right away and develop a contract to improve attendance.
- The director meets with families to discuss the possibility that this program is not meeting the family's needs and suggests placing child on the wait list until circumstances change and the family can get the child to school on a regular basis.
- Teachers report perfect attendance in the monthly newsletter

The federal lead for the recent federal monitoring review stated that Oneida Head Start is "magical". She went on to clarify that in the many years that she has monitored programs she could only remember one other time that the attendance did not fall below 85% during a school year. The fact is that this Head Start program has not fallen below 85% since January of 2013 when extreme cold prevented families from sending the children to school.

The Early Head Start program has a goal of increasing the number of children who get ongoing dental care. In recent years the state of Wisconsin put into their "Early and Periodic Screening, Diagnostic, and Treatment" (EPSDT) plan that first tooth is the time for the first dental visit.

Getting parents in Early Head Start to agree to this time frame has been a challenge. Many people believe that these are only baby teeth and that the child will eventually lose them. Research shows that ongoing issues with baby teeth are a strong predictor of the same issues with the child's permanent teeth based on the bacteria present in their mouth. Approximately 10 percent of the Head Start students have major dental surgery every year.

In collaboration with the Oneida Dental Department every other Monday is set aside for Early Head Start families to bring their children in for care. This has increased the number of children getting dental care by 11% from last year.

<u>Performance targets each Program achieved at the end of the 2nd quarter:</u>

Head Start

Percentage of children reaching or exceeding developmental milestones:

Social Emotional	80%
Large Motor	86%
Fine Motor	88%
Language	75%
Cognitive	85%
Literacy	87%
Math	61%

Early Head Start

Social Emotional	92%
Large Motor	86%
Fine Motor	100%
Cognitive	98%
Literacy	85%
Math	58%

Identify targets for each Program for the 3rd quarter:
Head Start and Early Head Start continue to target children's math skills to increase the number of children who meet or exceed those milestones. The goal is to increase the percentage to above 85%. The federal regulations require children to reach 85% or above in their developmental milestones. Both programs have increased activities in the area of math and have included parents in working with their children on these skills.

Customer satisfaction score for each program for the 2nd quarter:
The average customer service score for the past quarter is 96.6%

Second Quarter Report
Southeastern Oneida Tribal Services (SEOTS)

Scorecard Statistics:
Base Number of Customers: 473
Customer Utilization Number: 1383
Operation Initiatives: In Quarter 1, SEOTS completed a community survey to assess many measures of health. The critical areas identified were obesity, diabetes, and depression. In Quarter 2, SEOTS staff started receiving training on the critical areas.
Customer Trends: The SEOTS community experienced two suicides.
Operations Forecast: SEOTS is strategizing with local agencies to increase awareness and education and provide direct services. SEOTS is also working to develop strategies to address the critical areas identified in the 2015 Health Survey.

Narrative:
During January, February, and March, 473 different people visited SEOTS for various activities and services. Many of the customers visited more than once, resulting in a total of 1,383 visits during the three month period. The most utilized services during that time frame were medication distribution and Elder activities.

Challenges:
Challenges during Quarter 2 include the ability to engage Tribal membership in dialogue around health and to establish high levels of participation in activities that improve overall wellness. In January we offered quality instruction on living with diabetes, however, participation was low and we had to discontinue the offering.

SEOTS performance targets revolve around client interactions, which not only includes utilization rates, but also includes phone calls received. The phone vendor is currently having difficulty pulling the data report for calls received. We are continuing to work on the problem. Utilization rates are up slightly over previous data, signaling we are in line with increasing interactions at the desired rate.

The performance target for Quarter 3 is to continue to increase client interactions at a rate of approximately 3%.

Average Customer Satisfaction Score: 90%

FY16 Second Quarter
Elder Services

1.	Increase in program Participation	Yes	95%
2.	Increase in Congregate Mealsite Participation	Yes	98%
3.	Increase in Home Delivered Meals Participation	Yes	97%

Increased participation in Evidence Based activities

a. Activities	Yes	88%

SOCIAL FUNCTIONING/HEALTHY LIFESTYLE

4.	Increase in Transportation	Yes	77%
5.	Increase in Standard of living with Home Repairs	Yes	62%
6.	Increase in Family Caregiver Program	Yes	92%
7.	Decrease in Elder Abuse cases	Yes	50%

(Interpersonal relations, communication, verbal non-verbal communication, dressing for success, grooming, personal hygiene, negotiate, etiquette, philosophical discourse)

MOBILITY

8.	Increase in general rider-ship	Yes	86%
9.	Increase in special needs rider-ship (persons with disabilities) (wheelchairs)	No	.....%

ONEIDA CULTURE AND LANGUAGE

10.	Increase in acquisition, utilization and retention of Oneida Language	Yes/	88%
11.	Increase in practice and participation of Oneida culture	Yes/	.....%
12.	Increase in cultural events	Yes/	.....%

BENEFITS

15.	Decrease in Benefit Specialist usage (education, financial, housing, disability, pension)	Yes/	39%
16.	Increase in Home Chore Services	Yes/	42%

17.	Increase in In Home Chore Services	Yes/	52%
18.	Respite Care	Yes/	80%
19.	Increase in Outreach services	Yes/	86%

ECONOMIC STATUS AND CONDITION

20.	Decrease in homelessness (no vacancy in Apartments)	Yes/	
21.	Increase in housing request (56 on waiting list)	Yes/	88%

EMPLOYMENT

22.	Decrease in volunteerism	Yes/	.....%
23.	Increase employability		
	a. Title V Program (pending available funds)	No	.....%
	b. Career development	No	....%

FY16 Second Quarter
Family Support Services

**Please note that the data in this report will be reflective of Family Support Services which includes:*

- Oneida Child Support Enforcement (OCSE)
- Indian Child Welfare (ICW)
- Parenting
- Foster Care
- Prevention
- Domestic Violence (DV)
- Yethiyatanunha.

Score card statistics:

Base number of customers: 3652 monthly average

Customer Utilization number: 8100 monthly average

Identify any 1st and 2nd quarter operation initiatives to achieve customer outcomes:

Customer trends:

In review of the data from January through March of 2016, caseloads and customer contacts have been fairly consistent in the 2nd quarter, with a slight increase from January to March.

Operation forecast for Department/Program based upon customer information:

ICW will anticipate an increase in reports and potential case load for ICW as the school year comes to an end, which is when the program usually receives an increase in Child Abuse and Neglect reports from local schools. There has also been a rise in ICW cases related to opiate use. Department recently began tracking specific drugs types when reports are coming in. Current on-going case load 49% are related to opiate use.

Child Support should remain fairly consistent as Brown and Outagamie County cases have transferred over and Milwaukee County has been slowly transferring their cases to Oneida Child Support.

Prevention and the DV youth advocates will move from providing services in the schools to having a summer youth program on-going through the week (June 13-July 28). So, the number of programs offered and frequency will begin to taper in the upcoming quarter due to the school year ending.

Narrative:
The base number of customers is collected by the number of cases each worker in the different areas manages. This number is actually higher if considering that one case has multiple family members and collateral contacts, in many cases. This varies between the different programs and from the families.

Utilization is data is collected by collecting on customer contact throughout the month related to each particular case. We have been working to improve this documentation for the Intake worker in ICW. This role is consistently moving from one case to another on a very short term basis and documenting utilization has been an initiative the department has been working to improve related to this one particular role.

Identify challenges to your Program and continuous improvement efforts to meet the challenges:

The Child Welfare Department has not been able to keep up with the number of Investigations each month. The Intake/Investigation worker attends as many as she can but often there are numerous investigations happening at one time. For example, we received 167 referrals during the months January, February and March, 80 of which were children Oneida enrolled /eligible for enrollment. The Intake/Investigation worker does paperwork (such as enrollment verification and notifying the County) on all 167 referrals. For the 80 that are eligible for services, the worker would participate in Investigation activities for those that are screened in. The efforts taken to manage this high case load are On-going, staff will help out (although this takes time from their own caseload) and the Intake/Investigation worker works to prioritize as best she can. An ultimate solution would be to create a second Intake/Investigation position with upcoming Title IV-E funds.

ICW department has also had increased trending in the number of reports related to opiate use (prescription pill and heroin). Department staff will continue to seek education and training in response to the trending issues within the community.

Our Prevention department is hosting an educational community awareness event May 23rd to discuss the opiate issue. Aside from education, we have limited resources to assist in remedying the issue for

families as most AODA and medical professionals will confirm, it is highly addictive and difficult to get off of. This is not just Oneida, it is the entire community.

Departments continue to struggle with lack of participation in the groups offered to family groups and adults. There is usually not a challenge with youth participation. The Prevention program is continuously seeking new program curriculum that will better appeal to the community to increase participation. In addition, the program provides transportation, child care, meals, and incentives to increase family participation. Lack of funding presents a barrier in always being able to provide these different services.

Programs are also in need of new vehicles to transport youth and families. This will present an issue in the near future as the both the Prevention and ICW van are over a decade old and have had numerous mechanical issues.

Yethiyatanunha is faced with funding barriers. Program and leadership are working to plan/resolve.

Identify what performance targets each Program has achieved at the end of the 2nd quarter:

For months January through February, 78% of children receiving ICW services achieved permanency. This is a performance objective set for by the funding unit with a goal of reaching 80%.
Parenting began and ended their 12 week Parenting Education Class during the 2nd quarter, with 80% of their parents completing the class. This is another performance objective set forth by the funding unit. The goal was 75%, so the department has surpassed their goal for this quarter.

Staff from all departments sought additional training via a webinar offered in March to identifying what opiate use looks like in the customers we serve. Staff also attended Active Shooter training in March for safety awareness in the workplace. There have been on-going efforts since January to improve workplace safety for staff and customers.

Programs have been working toward becoming more trauma-informed to better serve our customers. ICW was selected for the Wisconsin Trauma Project in January of 2016. This initiative requires the training of two staff to learn the Trauma Informed Parenting Curriculum and for another clinical staff person in the department (ICW Supervisor) to train in Trauma Focused-Cognitive Behavioral Therapy (TF-CBT). This training will be ongoing throughout the year and the families we serve along with the community members and staff will benefit during the training phase.

Child Support has rolled out their program video which is playing on a video feed in the main reception area which aims to educated customers on their program and the services they provide but to also be inviting to customers so they feel more welcomed (This is also a piece of the Strategic Plan for the year).

<u>Identify targets for each Program for the 3rd quarter:</u>
ICW will continue to work towards increasing the permanency for children.

In response to community needs the program staff will continue to work on receiving additional education and training.

Child Support introduced their Strategic Plan in March to staff and the goal is to increase collections to 70% by the end of FY 2017 through a series of service initiatives; which include but are not limited to:

- Improved communications
- Customer referrals to community resources and services
- Additional Training and education for customers & staff
- Improving internal processes

Domestic Violence, Prevention and ICW have worked on completing a new spreadsheet to capture customer contact and utilization of services offered. Accurately capturing data to reflect the extensive work done by the programs is continuously improving to meet the reporting needs of leadership. This is in addition to striving towards consistency of data reporting.

**Also, important to note that with the official merge of all the programs under one department, Family Support Services programs have been working internally to achieve more cohesiveness and collaboration in programming. This will be done and through quarterly staffing of the programs to keep each area informed of services being provided and updates, as well as internal training opportunities. In addition programs have been working on cross-over collaboration.

Examples:

- Trauma Informed Parenting is being offered to families first and then to staff and community
- Conscious Discipline will be offered in the summer to staff as well as other Tribal staff
- Prevention and youth DV staff who provide the summer program for youth
- Child Support and Parenting offer a Co-Parenting workshop to parents

<u>Customer satisfaction score for each program for the 2nd quarter:</u>
Customer Service surveys distrusted to Child Support customers as well as group participants for Prevention and Domestic Violence: January 98%, February 99%, and March 98%.

FY16 Second Report
Transit

Narrative:
Public Transit has experienced a 2.7% increase in utilization for the second quarter for FY2016. It is also experienced lower customer service satisfaction resulting in the loss of 2 drivers on medical leave creating shortages in daily shift staffing creating longer than expected pickup/dropoff requests.

Challenges:
2 drivers lost to: 1 termination and 1 retirement. 2 drivers on Medical Leaves for 5-7 weeks.

Performance target achieved: 2.7% increase over 1st quarter.

Performance target 3rd quarter: 2.0% utilization. Transit will be going live with new auto-dispatching system at end of may beginning of June. Vendor has indicated that Oneida should experience about a 20% increase in system performance within the first 12 months from going live.

Customer Satisfaction is down to 98.0 overall. Staffing of shifts to cover operating hours has been difficult creating higher than normal overtime hours to keep system running.

Possible solutions:

a. Hire 2 Drivers.

b. Re-assign driver to vacated Supervisor position.

c. See how overall system improves with new auto-dispatching software going live.

d. Create a Driver "Pool" for Public Transit

e. Increase staff both administratively and front-line utilizing new FTA funds received ($607,609) during FY2016-2017.

FY16 Second Quarter
Veterans Department

Scorecard Stats:

- Base and Utilization # - 1761
- Homeless veterans initiatives which is one of the depts. Outcomes
- No real trending issues, except for 1st qtr in Nov. due to hunting season
- Customer feedback is Positive

Homeless veteran's initiative is achieved thru the HUD/VASH program, which is a voucher for rentals and the veteran paying 30% of the rent. Veteran must be enrolled with VA Healthcare and have an assigned Case Worker to qualify for HUD/VASH. DOLM is taking the lead on project.

A challenge is always with budget/grant issues and dept. continuities to apply for Wis. Indian Veteran Grant.

3rd qtr initiative is working with Environmental on the Aquaponics project

Department average customer satisfaction score is 83.3%

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Request approval of the required ONCOA Quarterly 2 Report to the OBC.

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: Wesley Martin, Jr., ONCOA Chairman
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Lois Strong, ONCOA Coordinator
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

ONCOA QUARTER 2 REPORT TO OBC
MAY 2016
Period: January, February, March 2016

MISSION: ONCOA ADVOCATES FOR ALL SERVICES THAT PLACE PRIORITY ON THE WELL BEING OF OUR ELDERS

ONEIDA NATION COMMISSION ON AGING

Wesley Martin, Jr., Chairman
Arlie Doxtator, Vice Chairman
Marlene Summers, Secretary
Shirley Barber, Member
Carol Elm, Member
MaryAnn Kruckeberg, Member
Patricia L. Lassila, Member
Lois J. Powless, Member
Dorothy J. Skenandore, Member

Melinda Danforth, OBC Liaison, and Lisa Summers, Alternate OBC Liaison

Primary Focus Areas for ONCOA

- **Long Term Care Services & Support** -- Personal Care Agency; Aging & Disability Resource-Specialist (ADR-S); Affordable & Accessible Elder Housing; Adult Day Services; Alzheimer's & Other Dementia Diseases
- **Communication** with Tribal Elders, Elder Service Staff and Community
- **Training & Education** for ONCOA and staff

ONCOA Meetings January February, March 2016		
January 12 January 21	February 9 February 23	March 8 March 22

PROJECTS/TRAINING/EDUCATION

Alzheimer's Awareness and Research Initiative

- In **December 2014**, ONCOA connected with the Wisconsin Alzheimer's Disease Research Center after meeting representatives at the Annual Wisconsin Alzheimer's conference. The UW-Madison's Alzheimer Disease Research Center is one of the Nation's leading research centers providing scientific research, resources, and expertise in Alzheimer's disease and related illnesses. ONCOA supports Oneida tribal members to expand their awareness of Alzheimer's Disease and other dementies and to participate in the national effort to end Alzheimer's.
- In **May 2015**, Dr. Dorothy Farrar-Edwards, Dr. Carey Gleason, Fabu Carter and Carol Hutchinson from the University of Wisconsin School of Medicine and Public Health Alzheimer 's disease Research Center (ADRC) met with Oneida elders and others at the mealsite to provide Alzheimer's Disease information. Invitations to attend the presentation were sent out tribal-wide. There were forty-six participants at this meeting.

ONCOA QUARTER 2 REPORT TO OBC
MAY 2016
Period: January, February, March 2016

- At the **October 2015** National Inaugural Conference on Alzheimer's Disease in Indian Communities, we learned there is a great need to gather research in Indian country in order to address health concerns with Alzheimers and other dementias.
- After the conference, ONCOA held a follow-up meeting with Dr. Dorothy Edwards and Dr. Carey Gleason to discuss the potential collaboration between Oneida and UW-Madison's Alzheimer's Disease Research Center. Potential areas of collaboration are: Training Dementia Care Specialist; Community Education; Promoting Timely Recognition of Memory Disorders; Connecting to Oneida Health Center and Anna John RCCC. The Green Bay area has a large Native population and would be ideal for a satellite center for a UW-Madison Alzheimer's Resource Center.
- **Next Steps: Memory Screening in Oneida**. In February several meetings were held with representatives from ONCOA, Elder Services, Oneida Health Center and UW-Madison Alzheimer's Research team. A memory screening date was set for **April 12, 2016** to be held at the AJRCCC Mealsite. Members from the Oneida based team learned how to administer the AD8 screening tool which attendees at the memory screening event could volunteer to take. This simple tool helps to discover very early dementias. This is not a diagnostic tool. On **April 20th** community members were invited to take a 30-40 minute full memory test. The Madison Research group were available to administer these tests at Elder Services. Medical resources were provided to the volunteer after the test as needed.
- **Alzheimer's Clinical Trials**-- ONCOA continues to work on encouraging tribal members to become participants in Alzheimer's clinic trials. There is very little information on Native Americans that would indicate how prevalent the disease is in Indian country. We can fight this disease by becoming research volunteers who provide critical data needed to move science forward. Several Oneida volunteers have already signed up and are encouraging others to participate.

Tribal Budget Planning – FY2017 and FY2018

- Monthly meetings have been held to gain understanding of guiding strategies: Vision, Mission, Core Values, Four Strategic Directions, Seven Practical Visions and Value Based Budgeting.

Elder Village – Cottage Neighborhood

- Affordable and accessible housing for our elders is a priority need in our community. To address this need, ONCOA played a major role in identifying the Elder Village Concept as a neighborhood that would enhance "Quality of Life" principles for elders.
- The immediate plan is to schedule the building of 10-12 elder cottages. The entire project of the first group of homes is projected to be in move in ready by December 2015. Dale Wheelock explained that 32 elder cottages is the final goal in about three years. The Elder Village homes will meet the minimum ADA standards.

ONCOA QUARTER 2 REPORT TO OBC
MAY 2016
Period: January, February, March 2016

- Collaborative efforts continue with OHA, Oneida Planning, ONCOA and others throughout the various phases of development. ONCOA and Project Team Status meetings are held monthly to stay informed on the progress at various stages of development. Project Team Meetings are held at the Elder Services Conference Room and OBC members are invited to attend any of the meetings.
- An open house for the first home completed was held on January 5, 2015. There is a consideration of privacy in the design with ample green space surrounding the homes. The cottages are unique with materials, varied layout, in a park-like setting. There is a trail connection to other Oneida areas like Site I, Turtle School, and eventually Site II. There are 8 cottages available for tenants.
- Discussion on the next phase of 8-10 cottages has occurred.

Adult Day Services and Garages for Tribally Owned Elder Service Apartments

- ONCOA has identified the need for Adult Day Services and garages for the Tribal Elder Apartments. The Adult Day Service was deleted from the original ORCCC project and slated for a future development CIP. These projects are related to the development of the Lee McLester II Complex. ONCOA will be working with Elder Services to support moving these projects forward.
- At this point, the Adult Day Care program needs to be defined. Once the program is defined, then we could engage from a facilities standpoint. The best location to start to define the program would be at Elder Services. ONCOA will start researching adult day care programs.
- In **February 2005** Elder Services started the plans for a capital improvement project request for garages for tenants occupying the Elder Service apartments. Project justification is because the existing building is located on top of a hill and it can be extremely windy with harsh weather conditions. Elders are especially susceptible to health problems caused by these conditions. Also, it can be very difficult for elders to get to and from their vehicles during strong winds.
  Current Status Apartment Garages: The CIP package (#05-013/May 31, 2007) for the Elder Services Apartment Garages was deleted from the CIP list but it was reinstated on the CIP list for FY2015. This is now an active CIP for these garages. There have been several meetings held to move this project forward.
  Current Status Adult Day Services: ONCOA and Elder Services continue to work with Leanne Doxtator, Planning Office, to prepare a concept paper and CIP. We took a tour of
  Curative Connections to learn about the various levels of adult day services they run. They volunteered to continue to be a resource to us as we develop our plans.

Aging and Disability Resource Specialist (ADRS)

- An Aging & Disability Resource Center (ADRS) is a one-stop shop for accurate, unbiased information on all aspects of life related to aging or living with a disability. The ADRS provides information on a broad range of programs and services; helps people understand the various Long Term Care Options available to them; helps applicants apply for programs and benefits; and serves as the access point for publically funded Long Term Care.

ONCOA QUARTER 2 REPORT TO OBC
MAY 2016
Period: January, February, March 2016

- Elder Services has been working on establishing an Oneida Aging and Disability Specialist Office where information specific to Oneida Services as well as services in the surrounding communities can be provided.
- The State will provide funding for the ADR-Specialist Positions (2) in the amount of $106,000. A representative from the Long Term Group has been delegated to serve on the Brown County and the Outagamie County ADRC Governing Boards.
- The ADRS Grant Proposal was submitted by Elder Services. The grant was approved by the OBC at the February 26, 2014 meeting. In May the grant, to fund the latter six months of 2014 in the amount of $51,000, was approved by the State. Elder Services has received approval to post the ADRS Position. An open house for the ADRS in Oneida was held at Elder Services on October 23, 2015 and opened for business on November 2, 2015.
- **Current Status:** The ADRS program continues to grow. Mallory Patton, ADRSpecialist, has received a letter from the state acknowledging her job performance. **$38,000** has been reimbursed to Elder Services for the Medicaid related marketing and advising services through time reporting to the State.

Long Term Care Group

- A Long Term Care (LTC) group consisting of representatives from Oneida Health Center, Governmental Services, and ONCOA has been formed to develop a strategic LTC-Services and Supports plan for Oneida. Out of this large a core team has been formed.
- Lately the core team (Health Center, GSD, Elder Services, ONCOA, Law) have been meeting to deal with the **Tribal Only Waiver**. The Tribally operated Medicaid (low income) Home and Community Based Services (HCBS) waiver is an option for Wisconsin American Indian Tribes to provide long term supports for adults with long-term care needs in Wisconsin. This waiver is important because it aligns administration with the unique authorities of Tribal Governments, and assures that services will meet the unique needs of tribal members when meeting their long term care needs.
- During the past months the waiver plan was changed to Tribally Operated Waiver. It is expected that solutions will be developed to narrow the health care gap in critical risk areas experienced disproportionately among American Indians.
- The Tribal Only Waiver will allow for 100% reimbursement at the federal level directly to tribes. The State will then not have to pay a percentage of the eligible service. We have not received any notification that the Tribal Only Waiver has been approved.
- **Current Status:** The State and Tribal representatives continue to work with CMS to get the Tribal Waiver approved through CMS. At the April 22nd meeting for the Long Term Care Study Committee four options to meet the long term care need of Wisconsin Tribes were reviewed. The plan is to have final Tribal Waiver Proposal ready to submit to CMS no later than early November 2016.

Money Follows the Person (MFP) Tribal Initiative

- The Centers for Medicare and Medicaid Services is offering states and tribes between $850,000 and $1.93 million in grant funding in order to build sustainable community-based Long Term Services and supports specifically for Tribal Members. Wisconsin must have an active partnership with the participating tribes or tribal organizations in order to be eligible for the grant. Oneida submitted a letter regarding our willingness to move forward with the State in developing systems to address tribal member needs. Each tribe selects an option that is most appropriate to the tribal needs.
- The project Oneida has selected to develop is a **Tribal Personal Care Agency** along with needed infrastructure to deliver Long Term Care services to Oneida Tribal Members. Having

a Personal Care Agency will allow **Elder Services and Oneida Health Center** to obtain Third Party Billing Payments through Medicaid for In-Home Care and Home Chore Services. Currently, Oneida provides In-Home Care and Home Chore Services that are paid through Tribal Contribution. In the future, Elder Services could potentially increase these services utilizing the third party reimbursement received by the Tribe.
Up Date: The Tribal Personal Care Agency application was to be submitted to the State on June 1, 2015. Unfortunately more work needed to be accomplished and the revised deadline to submit is in September 2015. The LTC Core team needs to meet to learn what is needed to be able to submit the application. ONCOA supports having a personal care agency **to help defray Tribal Contribution costs to the Elder Service budget**. The reimbursement will come from those services provided to clients who meet low income eligibility (Medicaid).

Great Lakes Native American Elders Association (GLNAEA)

- GLNAEA meetings are held quarterly and membership is comprised of elders from the eleven tribes in Wisconsin. Each tribe takes a turn at sponsoring a meeting on their reservation. Tribal news and current issues in Indian country are discussed at the meetings. Social interaction between the tribes is an important aspect of the association that keeps members participating in the meetings. The March meeting was held in Lac du Flambeau.

Webinars and Training

- ONCOA attends webinars that are held monthly in the Elder Services Conference Room. These webinars pertain to services for Elders. The webinars are sponsored by GWAAR Health Promotion Team and Long-Term Care Services and Supports Technical Center. Efforts are made to seek local training offered in Oneida and in Wisconsin to keep training expenses to a minimum.
- Topics covered: ADRS Policy, Music & Memory Program, CMS Technical Assistance, and Financial Protection for Elders & Falls Prevention.

Wisconsin Tribal Aging Directors Association

- ONCOA members participate in these monthly meetings along with Elder Services Director, Florence Petri. All eleven tribes belong to this association and meet to discuss Aging Issues in Indian Country and to formulate ways to best meet the needs of our Native Elders.
- This is a collaborative relationship that ONCOA has maintained with Elders Services and the other tribes since the inception of the organization.

Elder Service Staff Meetings

- Elder Service Staff Meetings are held on the first Tuesday of each month... Updated monthly calendar of events, speakers, and staff information comprise the agenda. There is at least one ONCOA Representative in attendance to provide a status of ONCOA Activities.

Title V – Senior Community Service Employment Program (SCSEP)

- SCSEP is Elder job training funded through a grant from the U.S. Dept. of Labor.
- ONCOA has employed Title V staff for the past 8 years and we have always had great success working with the Title V program. We currently employ an elder in an administrative assistant position. Since our budget is limited we seek out resources to assist us in meeting our administrative needs.

ONCOA QUARTER 2 REPORT TO OBC
MAY 2016
Period: January, February, March 2016

Other Activities/Projects

- Tribal-wide Snow Removal Collaboration
- Major Home Repair Budget and SOP Development
- ONCOA Orientation
- Sustain Oneida Retreat
- Elder Tree – A website just for older adults in Wisconsin
- SEOTS – Visit Milwaukee program, collaborative event

Meeting Requirements

ONCOA meets on the second and fourth Tuesday of each month at 1:00 p.m. in the Elder Services, Conference Room. Other Special Meetings are held during the month to address specific topics related to the goals and objectives of ONCOA. Meetings are open and community members are encouraged to attend.

GOALS

GOAL I	**ONCOA will create policies and work together with Elder Services in an effort to improve the quality of life of our Elders.**
GOAL II	**ONCOA will communicate with Elders on issues, policies and services in order to increase their awareness and participation.**
GOAL III	**ONCOA will advocate at all levels (tribal, local, state, national) for resources to provide for elder services**

COMMENTS

Each commissioner, along with the ONCOA staff, brings with him/her a varied background of employment, life experiences, education, and community/state/national involvement to work toward a common goal of advocating for services that place emphasis on our elders. The following list demonstrates the extent of current community/state/national involvement for the ONCOA commissioners and staff:

Oneida Nutrition Board
GLNAEA – Elder Abuse Task Force
Oneida Personnel Commission
Anna John RCCC Board
National Indian Council on Aging (NICOA)
Oneida Child Protective Board
Veterans of Foreign Wars (VFW) Auxiliary
Oneida Police Commission
National Indian Child Welfare Association
Greater Wisconsin Agency on Aging Resources (GWAAR), Board of Directors
Oneida Trust/Enrollment Committee (Elected)
National Indian Child Welfare Association (NICWA)
Great Lakes Native American Elders Association (GLNAEA), Board of Directors/members.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Approve

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: Racquel Hill, Election Board Chairperson
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

ONEIDA ELECTION BOARD QUARTERLY REPORT
January - March 2016
April 19, 2016

Report Submitted By: Racquel Hill, Chairperson
Election_Board@oneidanation.org

Board Members: Racquel Hill, Vice Chairperson
Teresa Schuman, Interim Vice Chairperson
Melinda K. Danforth, Secretary
Constance Danforth
Lori Elm
Vicki Cornelius
Sunshine Wheelock

BC Liaison: Melinda J. Danforth, Vice Chairwoman
Alternate Lisa Summers, Tribal Secretary

Meetings:

	Regular Meeting	Special Meeting	GTC Meeting
January	1	1	1
February	1	1	1
March	1	1	0

Highlights for the quarter:

1. Two (2) vacancies occurred. Both resulted from resignations. One (1) vacancy has a remainder of 2 years and the other ends August 2016. Filling the vacancies through the appointment process.

2. Amended bylaws continue to move forward in the Legislative Operating Committee (LOC) process. The Comprehensive Policy Governing Boards, Committees, and Commissions is being amended as well, and it is understood that the bylaws will be sent to the Business Committee for approval in conjunction with the approval of the Comprehensive Policy.

3. Standard Operating Procedures continue to be reviewed and prioritized for amendments, development, and updating.

Goals and Objectives:

- Conduct Tribal Elections in compliance with Tribal law.
- Develop, adopt, and review applicable standard operating procedures.
- Strive to serve the Oneida membership fairly while being fiscally responsible.

Meeting requirements: The Oneida Election Board is required to meet once per month with special meetings scheduled as needed. The Oneida Election Board has had monthly special meetings to review, amend, develop, and update the SOPs before the preparation of the 2016 Special Election cycle takes precedence.

The 2016 Special Election recommended date of July 9, 2016 has been submitted to the Business Committee meeting of March 30, 2016 for approval. The focus of the Election Board will now be on the special election as much needs to be done which includes but is not limited to: developing the timetable, hosting the Caucus, review of applications, determining number of alternates needed and alternate selection, notification to candidates and those who may be deemed ineligible, possible hearings, drafting notices, memos and ballots, ordering all necessary materials, conducting travel arrangements for Milwaukee polling site, etc.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 11 / 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:

Motion to accept the report as submitted

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. 2nd Qtr Report
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: Mark A. Powless Sr, OGC Chairman
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Submitted by: Shannon Davis, Executive Assistant/OGC
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

ONEIDA GAMING COMMISSION QUARTERLY REPORT

FY 2016 Second Quarter: January, February, and March

Prepared on April 28, 2016

Article I. Purpose

The purpose of the Oneida Gaming Commission (OGC) is to protect the assets and integrity of Oneida Gaming through regulatory oversight. The OGC regulatory oversight leads to current and consistent regulatory practices within the gaming operation.

Article II. Names

2-1. There are four (4) full time Commissioners which include: Chairman- Mark A. Powless Sr., Vice Chair- Matthew W. Denny, Secretary- R. Tom Danforth, and Commissioner Barbara Erickson. The OGC also has an Executive Director who oversees eleven (11) staff members and the OGC also oversees thirty-eight (38) Surveillance personnel. Currently, the OGC is short staffed by four (4) positions in the Surveillance area. We are currently going through the hiring approval process and working with HRD to post and fill the positions.

2-2. Report is submitted by the Oneida Gaming Commission Executive Director, Tamara Van Schyndel. The Oneida Gaming Commission can be reached by calling 920-497-5850.

2-3. The Oneida Business Committee Liaison for the Oneida Gaming Commission is Brandon Yellowbird-Stevens.

Article III. Meetings & Reports

OGC Meetings

January	01/18/16 Regular
February	02/01/16 Regular
	02/15/16 Regular
March	03/14/16 Regular

Security Joint Meetings

January	CNX
February	02/08/16
March	03/14/16

Gaming Joint Meetings

January	CNX
February	02/02/16
March	03/04/16

Employee Investigations and Vendor Licensing

	License Investigations	Temporary Licenses (Work Permits) Approvals/Denials	New Employee Orientation & Ovations	Vendor Work Permits
January	18	66/11 Denials	22/0	14/0 Denials
February	12	107/07 Denials	12/0	50/0 Denials
March	21	160/16 Denials	22/0	48/0 Denials

Employee Licensing and Hearings

	Employees Licensed	Hearings
January	22	1
February	12	0
March	22	0

Surveillance Reports

	# of Reports
January	39
February	41
March	19

January

- New Commissioner Barbara Erickson sworn in 01/13/16
- NTGCR Planning Conference Las Vegas, NV 01/14/16-01/17/16
- Audit Information & Discussion Meeting 01/18/16
- OGC Presentation to Internal Audit 01/28/16

February

- NIGC Audit Review and Meeting with Ben Buck 02/10/16
- World Game Protection Conference Las Vegas, NV 02/21/16-02/25/16

March

- NTGCR Conference Tulalip, WA 03/27/16-04/01/16
- 2nd Quarter NIGC Payment 03/31/16