Oneida Nation

Post Office Box 365

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

BC Meeting Materials <u>August 10, 2016</u>

Open Session

CERTIFICATION

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the following 372 pages are the Open Session meeting materials presented at a meeting duly called, noticed and held on the 10th day of August, 2016.

Lisa Summers, Tribal Secretary
Oneida Business Committee

Oneida Business Committee

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

Regular Meeting
9:00 a.m. Wednesday, August 10, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

To get a copy of the agenda, go to: oneida-nsn.gov/government/business-committee/agendas-packets/

I. CALL TO ORDER AND ROLL CALL

II. OPENING

A. Special Recognition for Years of Services *page 8*
Sponsor: Geraldine Danforth, Area Manager/Human Resources Department

III. ADOPT THE AGENDA

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

V. MINUTES

A. Approve July 27, 2016, regular meeting minutes *page 13*
Sponsor: Lisa Summers, Tribal Secretary

VI. RESOLUTIONS

A. Adopt resolution titled Oneida Airport Hotel Corp. dba Radisson Inn-Green Bay Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 28*
Sponsor: Larry Barton, Chief Financial Officer

B. Adopt resolution titled Oneida Bingo & Casino Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 32*
Sponsor: Larry Barton, Chief Financial Officer

C. Adopt resolution titled Oneida Golf Enterprise for Thornberry Creek at Oneida Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 36*
Sponsor: Larry Barton, Chief Financial Officer

D. Adopt resolution titled Oneida One Stop – Larsen Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 40*
Sponsor: Larry Barton, Chief Financial Officer

E. Adopt resolution titled Oneida One Stop – Packerland Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 44*
Sponsor: Larry Barton, Chief Financial Officer

F. Adopt resolution titled Oneida One Stop – E & EE Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 48*
Sponsor: Larry Barton, Chief Financial Officer

G. Adopt resolution titled Oneida One Stop – Westwind Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 52*
Sponsor: Larry Barton, Chief Financial Officer

H. Adopt resolution titled Oneida Casino Travel Center Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 56*
Sponsor: Larry Barton, Chief Financial Officer

I. Adopt resolution titled Three Clans Airport Wingate by Wyndham Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 60*
Sponsor: Larry Barton, Chief Financial Officer

J. Adopt resolution titled West Mason Street Casino Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law *page 64*
Sponsor: Larry Barton, Chief Financial Officer

K. Adopt resolution titled Mortgage & Foreclosure (Law) *page 68*
Sponsor: Brandon Stevens, Councilman

L. Adopt resolution titled Defining Comprehensive Housing Division in the Mortgage and Foreclosure Law *page 89*
Sponsor: Brandon Stevens, Councilman

M. Adopt resolution titled Conflict of Interest Policy Emergency Amendments *page 92*
Sponsor: Brandon Stevens, Councilman

VII. APPOINTMENTS *(No Requested Action)*

VIII. STANDING COMMITTEES

A. <u>Legislative Operating Committee</u>
Sponsor: Councilman Brandon Stevens, Chair

1. **Accept July 6, 2016, Legislative Operating Committee meeting minutes** *page 108*
2. **Accept July 20, 2016, Legislative Operating Committee meeting minutes** *page 112*
3. **Review memo regarding Employment Law and determine next steps on how to proceed with presenting Employment Law and handbook to General Tribal Council** *page 115*

4. **Review certified Marriage Fee Schedule Rule and Marriage Fine Schedule Rule** *page 118*

5. **Accept memo regarding update on Active Files List as information** *page 135*

B. <u>Finance Committee</u>
Sponsor: Tribal Treasurer Trish King, Chair

1. **Approve August 1, 2016, Finance Committee meeting minutes** *page 139*

IX. GENERAL TRIBAL COUNCIL

A. Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000
Sponsor: Lisa Summers, Tribal Secretary

1. **Accept legislative analysis** *page 146*

2. **Accept legal analysis** *page 153*

*<u>EXCERPT FROM JULY 27, 2016</u>; **(1)** Motion by Tehassi Hill to defer the legislative analysis regarding Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000, back to the Legislative Reference Office for specifics on laws and policies affected, seconded by Jennifer Webster. Motion carried unanimously. **(2)** Motion by Jennifer Webster to defer the legal analysis regarding Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000, to the August 10, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.*
*<u>EXCERPT FROM JULY 13, 2016</u>: **(1)** Motion by Lisa Summers to accept the legislative progress report, seconded by David Jordan. Motion carried unanimously. **(2)** Motion by Lisa Summers to accept the legal progress report, seconded by Fawn Billie. Motion carried unanimously.*
<u>EXCERPT FROM MAY 25, 2016</u>: Motion by Lisa Summers to accept the financial analysis, seconded by David Jordan. Motion carried unanimously.
<u>EXCERPT FROM MAY 12, 2016</u>: Motion by David Jordan to accept the verified petition from Michael Debraska regarding Per Capita Distribution; 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) day, seconded by Lisa Summers. Motion carried unanimously.

B. Approve Special General Tribal Council FY2017 Budget meeting materials *page 173*
Sponsors: Lisa Summers, Tribal Secretary; Trish King, Tribal Treasurer

X. STANDING ITEMS

A. Accept update from Constitutional Amendments Implementation Team *page 248*
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

<u>EXCERPT FROM JULY 27, 2016</u>: Motion by Tehassi Hill to defer the update from the Constitutional Amendments Implementation Team to the August 10, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.

XI. UNFINISHED BUSINESS

A. Approve request to delete from agenda the approval of concept paper for Capital Improvement Project # 13-011 – Oneida Nation High School *page 257*
Sponsor: Troy Parr, Assistant Division Director/Development

EXCERPT FROM JULY 27, 2016: Motion by Melinda J. Danforth to defer this item to the August 10, 2016, regular Business Committee meeting; and to request the Tribal Secretary's Office to schedule a time for the Oneida School Board, School Administrator and Principal, and Planning & Development Department to be in attendance to discuss this issue further, seconded by Fawn Billie. Motion carried unanimously.

XII. TABLED BUSINESS

A. Adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016 *page 259*
Sponsor: Lisa Summers, Tribal Secretary

*EXCERPT FROM JULY 13, 2016: **(1)** Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. **(2)** Motion by Lisa Summers to table this item to the July 27, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.*

XIII. NEW BUSINESS

A. Approve updated Oneida Head Start/Early Head Start Selection Criteria *page 263*
Sponsor: Don White, Division Director/Governmental Services

B. Accept 2016 Special Election Final Report and declare official results *page 266*
Chair: Vicki Cornelius, Oneida Election Board
Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

C. Approve request from Tribal Member to direct Division Director of Environmental Health & Safety to provide timelines, clarifications, and accountability regarding Environmental Health & Safety FY '16 3rd quarter report *page 272*
Sponsor: Tina Danforth, Tribal Chairwoman

XIV. TRAVEL

A. TRAVEL REPORTS

1. Accept travel report – Chairwoman Tina Danforth – American Indian Sovereignty in Action – Havana, Cuba – July 18-22, 2016 *page 283*

B. TRAVEL REQUESTS

1. **Approve Oneida Arts Board travel request in accordance with the Travel & Expense Policy – Three (3) Music from Our Culture (MOC) teachers and six (6) Kids Learning their Culture/Ways (KLU) students – National Indian Tourism Conference – Seattle, WA – September 13-15, 2016** *page 288*
   Chair-Elect: Dawn Walschinski, Oneida Arts Board
   Liaison: Jennifer Webster, Councilwoman

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

A. OPERATIONAL REPORTS

1. **Accept Human Resources Department FY '16 3rd quarter report** *(1:30 p.m.-1:50 p.m.)* *page 294*
   Sponsor: Geraldine Danforth, Area Manager/Human Resources Department

2. **Accept Governmental Services Division FY '16 3rd quarter report** *(1:50 p.m.-2:10 p.m.)* *page 312*
   Sponsor: Don White, Division Director/Governmental Services

3. **Accept Ombudsman FY '16 3rd quarter report** *(2:10 p.m.-2:30 p.m.)* *page 355*
   Sponsor: Dianne McLester-Heim, Tribal Ombudsperson

4. **Defer Internal Services Division FY '16 3rd quarter report to the August 24, 2016, regular Business Committee meeting** *page 359*
   Sponsor: Joanie Buckley, Division Director/Internal Services

B. CORPORATE REPORTS *(No Requested Action)*

C. BOARDS, COMMITTEES, AND COMMISSIONS

1. **Accept Oneida Commission on Aging FY '16 3rd quarter report** *(2:30 p.m.-2:45 p.m.)* *page 363*
   Chair: Wes Martin Jr.
   Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

2. **Accept Oneida Election Board FY '16 3rd quarter report** *(2:45 p.m.-3:00p.m.)* *page 371*
   Chair: Vicki Cornelius
   Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

3. **Accept Oneida Gaming Commission FY '16 3rd quarter report** *(3:00 p.m.-3:15 p.m.)* *page 373*
   Chair: Mark A. Powless Sr.
   Liaison: Brandon Stevens, Councilman

XVI. EXECUTIVE SESSION

A. REPORTS

1. **Accept Chief Counsel report –** Jo Anne House, Chief Counsel *page 377*

B. STANDING ITEMS

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

C. UNFINISHED BUSINESS

1. **Accept verbal update regarding complaint # 2016-DR06-01 and defer item to August 24, 2016, regular Business Committee for final recommendation** *page 378*
   Sponsors: Tehassi Hill, Councilman; Brandon Stevens, Councilman; Jennifer Webster, Councilwoman

   EXCERPT FROM JUNE 22, 2016: Motion by Jennifer Webster to defer the update regarding complaint # 2016-DR06-01 to the August 10, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.
   EXCERPT FROM MAY 25, 2016: Motion by Lisa Summers to accept the update regarding complaint # 2016-DR06-01; and to defer item to the June 22, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.
   EXCERPT FROM MARCH 30, 2016: Motion by Tehassi Hill to accept Complaint # 2016-DR06-01, to acknowledge merit, and to assign Councilman Brandon Stevens, Councilman Tehassi Hill, and Councilwoman Jennifer Webster, seconded by Fawn Billie. Motion carried with one abstention.

2. **Approve investigation results and close-out concern # 2016-CC-09** *page 380*
   Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman; Fawn Billie, Councilwoman

   EXCERPT FROM JUNE 22, 2016: Motion by Jennifer Webster to defer concern # 2016-CC-09 to Vice-Chairwoman Melinda J. Danforth and Councilwoman Fawn Billie, seconded by Fawn Billie. Motion carried unanimously.

3. **Approve two (2) requests regarding complaint # 2016-DR07-01** *page 404*
   Sponsors: Lisa Summers, Tribal Secretary; David Jordan, Councilman; Brandon Stevens, Councilman

   EXCERPT FROM JULY 27, 2016: Motion by Melinda J. Danforth to assign Secretary Lisa Summers, Councilman David Jordan, and Councilman Brandon Stevens to form a subcommittee to investigate the complaint, seconded by Fawn Billie. Motion carried unanimously.

4. **Approve four (4) requests regarding Family Court Judge job description and position** *page 407*
   (This item is scheduled at 1:30 p.m.)
   Sponsors: Melinda J. Danforth, Tribal Vice-Chairwoman; Fawn Billie, Councilwoman; Tehassi Hill, Councilman; Jennifer Webster, Councilwoman

   *EXCERPT FROM JULY 27, 2016: **(1)** Motion by Melinda J. Danforth to accept the resignation letter in accordance with section 7.2 of employment contract # 2013-0856, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Melinda J. Danforth to assign Vice-Chairwoman Melinda J. Danforth, Councilwoman Fawn Billie, Councilman Tehassi Hill, and Councilwoman Jennifer Webster to a subcommittee to work on the Family Court Judge job description; to invite the Chief Judges of the Judiciary and Family Court Clerk to participate in the development of the job description; and to bring back a final job description to the August 10, 2016, regular Business Committee meeting for approval, seconded by Fawn Billie. Motion carried unanimously.*

D. TABLED BUSINESS *(No Requested Action)*

E. NEW BUSINESS

1. **Approve limited waiver of sovereign immunity – First Data Merchant Services – contract # 2016-0564** ***(9:00 a.m.-9:30 a.m.)*** *page 449*
   Sponsor: Louise Cornelius, Gaming General Manager

2. **Approve request to support procedural exception to reallocate funds from CapEX to Technology Set Aside regarding Surveillance System Replacement project for FY '16 and FY '17** ***(9:30 a.m.-10:00 a.m.)*** *page 482*
   Chair: Mark A. Powless Sr., Gaming Commission
   Liaison: Brandon Stevens, Councilman

3. **Approve request from Tribal Member for accountability to be provided regarding violation of Code of Ethics by Oneida Business Committee member at the July 27, 2016, regular Business Committee meeting** ***(This item is scheduled at 10:00 a.m.)*** *page 485*
   Sponsor: Tina Danforth, Tribal Chairwoman

4. **Review request from Tribal Member regarding depletion of Bureau of Indian Affairs – General Assistance Grant funds and determine appropriate next steps** *page 497*
   (This item is scheduled at 11:00 a.m.)
   Sponsor: Tina Danforth, Tribal Chairwoman

5. **Accept update regarding Chief Financial Officer employment contract as information** *page 502*
   Sponsor: Trish King, Tribal Treasurer

XVII. ADJOURN

Posted on the Oneida Nation's official website, www.oneida-nsn.gov, at 3:00 p.m., Friday, August 5, 2016, pursuant to the Open Records and Open Meetings Law, section 7.17-1.

The meeting packet of the open session materials for this meeting is available by going to the Oneida Nation's official website at: oneida-nsn.gov/government/business-committee/agendas-packets/

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

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 16

2. General Information:

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

Agenda Header: Annoucement/Recognition

☐ Accept as Information only

☒ Action - please describe:

Presentation of Years of Service Certificates to eighteen (18) employees by their immediate supervisor along with the Business Committee.

The total number of years of service to the Oneida Nation by these individuals combined is 555 years.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. List of employees to be recognized
2. Years of Service Work Standard
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Geraldine R. Danforth, HRD Area Manager 7/25/16

Primary Requestor: Maureen Metoxen, Exec Assist
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:

HRD coordinates efforts on a quarterly basis, with all supervisors and the Business Committee to recognize employees who have reached the 25+ years milestone. With the assistance from each supervisor, HRD will create the certificate to be presented to the Years of Service recipient.

The total number of years of service to the Oneida Nation by these individuals combined is 555 years.

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

3rd Quarter 2016 Recipients

Name	Supervisor Name	ADOH	Years	August 10th
CORNELIUS,VICKIE E	METOXEN,JEFFREY F	5/6/1991	25	
HUFF,TIMOTHY A	HILL,C S	5/6/1991	25	DECLINED
SCHWARTZ,LISA M	WHITE,DONALD R	5/6/1991	25	
CORNELIUS,LAWRENCE J	PETITJEAN,JAMES	6/1/1991	25	
NINHAM,ROBERT M	DANFORTH,ALFRED	6/1/1991	25	
NIESEN,CYNTHIA M	SKOLASKI,CHERYL	6/5/1991	25	
CORNELIUS,GARY E	TELLER,FAWNE M	6/18/1991	25	RETIRED
DANFORTH,SR,DAVID W	JORDAN,KURT G	6/26/1991	25	
KING,ALBERT R	DANFORTH,ALFRED	4/1/1986	30	
LAEHN,GREGORY C	POELS,JAMES R	4/7/1986	30	
STEMPSKI,WILLIAM J	DANFORTH,DEBRA J	4/7/1986	30	
BLOEDORN,WENDY T	DAVE LARSON	5/21/1986	30	
PERROTE,DOREEN E	STEVENS,CHERYL R	6/23/1986	30	
BARTON,KENDALL J	DENNY,MATTHEW J	6/30/1986	30	DECLINED
DANFORTH,KATHLEEN V	POELS,JAMES R	5/18/1981	35	
HILL,LISA M	STENSLOFF,PATRICK W	6/14/1981	35	
CORNELIUS,CECILIA M	TELLER,FAWNE M	6/14/1981	35	
DOXTATOR,ALLAN J	DANFORTH,KATSITSIYO T	6/14/1981	35	
METOXEN,JEAN A	DENNY,JACK E	6/14/1981	35	

ONEIDA TRIBE OF WISCONSIN STANDARD OPERATING PROCEDURE	TITLE: Years of Service Recognition Work Standard and Standard Operating Procedure	ORIGINAL DATE: September 1, 2008 REVISION DATE: 2/17/10 Effective Date Upon final signatures
***DIVISION*: All**	APPROVED BY: N/A	DATE: N/A
***DEPARTMENT*: All**	APPROVED BY: N/A	DATE: N/A
Author: BD/BK	APPROVED BY: H.R. Manager Barbara Kolitsch	DATE: 2/17/10
PAGE NO:1 of 2 PRD- 008	REVIEWED BY: *PRO* Susan K. Dallator	2-11-10

1.0 PURPOSE

To provide a uniform process when recognizing employees for their continuous years of employment with the Oneida Tribe of Indians of Wisconsin.

2.0 DEFINITIONS:

2.1 Years of Service shall be defined as the time period an employee has continuous years of employment with the Oneida Tribe of Indians of Wisconsin.

2.2 Years of Service list shall be defined as a report created by the Human Resource Department utilizing the H.R. systems

3.0 WORK STANDARDS:

3.1 Employees shall be recognized for continuous years of employment with the Oneida Tribe. The following milestones shall be criteria for recognition in accordance with the Tribal Years of Service program:

3.1.1 3 years
3.1.2 5 years
3.1.3 10 years
3.1.4 15 years
3.1.5 20 years
3.1.6 25 years
3.1.7 30 years
3.18 35 years

3.2 Supervisors are encouraged to recognize their employees at a staff function when an employee reaches the following milestones:

3.2.1 3 - 14 years

3.3 Division Director level positions, in coordination with the employee's supervisor, are encouraged to recognize employees within their respective divisions when an employee reaches the following milestones:

3.3.1 15 – 20 years

3.4 The General Manager, Gaming General Manager, Chief Financial Officer and Chief of Staff, in coordination with the employee's supervisor, are encouraged to

recognize employees within their respective chain of command when an employee reaches the following milestones:

3.4.1 21 – 24 years

3.5 The General Manager, Gaming General Manager, Chief Financial Officer and Chief of Staff, in coordination with the employee's supervisor, shall place recognition of an employee on a duly called Oneida Business Committee agenda when an employee reaches the following milestones:

3.5.1 25 years

3.5.2 30 years

3.5.3 35 years

3.5.4 +5 year increments

3.6 Recognitions and/or awards, in excess of what the Years of Service program provides, shall not be allowed through the departmental budget.

4.0 PROCEDURES

ONEIDA HUMAN RESOURCE DEPARTMENT

4.1 Shall promulgate a list of employees attaining years of service recognition in accordance with criteria outlined in 3.1.

4.2 The years of service list shall be distributed quarterly to each appropriate Division Director

DIVISION DIRECTOR

4.3 Shall distribute the years of service list to the appropriate supervisor

SUPERVISOR

4.4 Shall coordinate the recognition per the years of services list. E.g. Department level recognition, Division level recognition, etc.

GENERAL MANAGER, GAMING GENERAL MANAGER, CHIEF FINANCIAL OFFICER, CHIEF OF STAFF

4.5 Shall coordinate efforts with the appropriate Division Director and supervisor to place on a duly called Oneida Business Committee meeting agenda recognition of an employee for years of service outlined in 3.5

5.0 REFERENCES

5.1 Years of Service program contract

5.2 Tribal Wide Employee Incentives Work Standards and procedures

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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 July 27, 2016, regular meeting minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. July 27, 2016, regular meeting minutes
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Submitted by: Heather Heuer, 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

Executive Session
9:00 a.m. Tuesday, July 26, 2016
Executive Conference Room, 2nd floor, Norbert Hill Center

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

Minutes – DRAFT

EXECUTIVE SESSION
Present: Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Fawn Billie, Tehassi Hill, Jennifer Webster;
Not Present: Secretary Lisa Summers, Councilman David Jordan, Councilman Brandon Stevens;
Arrived at: Chairwoman Tina Danforth at 11:35 a.m.;
Others present: JoAnne House, Lisa Liggins, Louse Cornelius, Chad Fuss, Larry Barton, Janice Skenandore-Hirth, Kelly McAnally, Josh Doxtator, Nathan King, Brad Graham, Gina Buenrostro;

REGULAR MEETING
Present: Chairwoman Tina Danforth, Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Fawn Billie, Tehassi Hill, Jennifer Webster;
Not Present: Secretary Lisa Summers, Councilman David Jordan; Councilman Brandon Stevens;
Arrived at: ;
Others present: Nancy Barton, Brad Graham, Bill Graham, Jo Anne House, Heather Heuer, Gina Buenrostro, Jennifer Falck, Chris Johnson, Jessica Wallenfang, Danelle Wilson, Donovan Duggan, Alexis Hughes, Ralph Powless Jr., Dawn Moon-Kopetsky, Kirby Metoxen, Nathan King, Tonya Webster, Rosa Laster, Yasimin Metoxen, Floyd Silas Jr., Bill King, Chris Johns, Kathy Metoxen, Cathy Metoxen, Leyne Orosco, Jeff Bowman, Ed Delgado, Rhiannon Metoxen, Debbie Danforth, Madelyn Genskow, Larry Barton, Lisa Liggins, LouAnn Green, Krystal John, Troy Parr, Nancy Dallas, Susan White, Linda Dallas, Paul Witek, Pat Pelky, Carol Elm, Janice Hirth-Skenandore, Josh Doxtator, Jeff Mears, Lori Elm, Dale Wheelock, Mike Hill, John Brueninger, Richard VanBoxtel, Sandra Reveles, Leyne Orosco, Lisa Skenandore, Cletus Ninham, Quinnton Skenandore, Seth Charles, Leah Kuchta, Summer Doxtator, Elena Hill, Anthony Ventura, RaeAnn Peters, Seneca Rosa Skenandore, Lanora Danforth, Daniel Thompson, Jaimie Maass, Asia Danforth, Stacey Bossie, Florence John, Melissa Skenandore, Sandra Skenandore, Bonnie Pigman, Sara Powless, Linda Jenkins, Leanne Doxtator, Brent Truttman, Julie Denny, Sharon Mousseau, Carol Silva, Lauren Hartman;

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

For the record: Councilman David Jordan and Councilman Brandon Stevens are away on approved travel to attend the Democratic National Convention in Philadelphia, PA. Secretary Lisa Summers is on vacation time this week.

D R A F T

II. OPENING by Councilman Tehassi Hill

A. Meet the Workforce Innovation and Opportunity Act (WIOA) and Temporary Assistance for Needy Families (TANF) Summer Youth workers
Sponsor: Lisa Summers, Tribal Secretary

B. Recognition of the Oneida Powwow Committee for the 44th Annual Oneida Nation Powwow
Sponsor: Jennifer Webster, Councilwoman

III. ADOPT THE AGENDA (00:11:40)

Motion by Tehassi Hill to adopt the agenda with the following changes: [Move item 15.C.04. Accept Powwow Committee FY '16 3rd quarter report, to after Oaths of Office; Delete item 16.D.01. Accept close-out report regarding complaint # 2015-DR11-01; Delete item 16.D.02. Accept close-out report regarding complaint # 2015-DR11-02; and Delete item 16.D.03. Accept close-out report regarding complaint # 2015-DR14-01], seconded by Jennifer Webster. Motion carried unanimously:

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

IV. OATHS OF OFFICE (00:20:09) administered by Vice-Chairwoman Melinda J. Danforth

A. Oneida Police Department Officers – Donovan Duggan, Alexis Hughes, Ralph Powless Jr.

B. Bay Bancorporation, Inc. Board of Directors – Nathaniel S. King

Treasurer Trish King departs at 9:28 a.m.
Treasurer Trish King returns at 9:30 a.m.

V. MINUTES (00:30:32)

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

Motion by Jennifer Webster to approve the July 13, 2016, regular meeting minutes, seconded by Trish King. Motion carried with one abstention:

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

D R A F T

VI. RESOLUTIONS (00:35:37)

A. Adopt resolution titled Amending the Self-Governance Multi-Year Funding Agreement

Sponsor: Chris Johns, Coordinator/Self-Governance

Motion by Melinda J. Danforth to adopt resolution # 07-27-16-A Amending the Self-Governance Multi-Year Funding Agreement, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster

Not Present: David Jordan, Brandon Stevens, Lisa Summers

Vice-Chairwoman Melinda J. Danforth departs at 10:02 a.m.

B. Adopt resolution titled Garnishment (Law) Amendments

Sponsor: Brandon Stevens, Councilman

Motion by Jennifer Webster to adopt resolution # 07-27-16-B Garnishment (Law) Amendments, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan, Brandon Stevens, Lisa Summers

VII. APPOINTMENTS *(No Requested Action)*

VIII. STANDING COMMITTEES (1:08:33)

A. Legislative Operating Committee

Sponsor: Councilman Brandon Stevens, Chair

1. Accept memo regarding Membership Ordinance Emergency Amendments

Motion by Tehassi Hill to accept the memo regarding Membership Ordinance Emergency Amendments update as information, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan, Brandon Stevens, Lisa Summers

B. Finance Committee

Sponsor: Tribal Treasurer Trish King, Chair

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

Motion by Jennifer Webster to approve the July 18, 2016, Finance Committee meeting minutes, seconded by Trish King. Motion carried unanimously:

Ayes: Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan, Brandon Stevens, Lisa Summers

D R A F T

IX. GENERAL TRIBAL COUNCIL (1:30:05)

A. Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000

Sponsor: Lisa Summers, Tribal Secretary

*EXCERPT FROM JULY 13, 2016: **(1)** Motion by Lisa Summers to accept the legislative progress report, seconded by David Jordan. Motion carried unanimously. **(2)** Motion by Lisa Summers to accept the legal progress report, seconded by Fawn Billie. Motion carried unanimously.*
EXCERPT FROM MAY 25, 2016: Motion by Lisa Summers to accept the financial analysis, seconded by David Jordan. Motion carried unanimously.
EXCERPT FROM MAY 12, 2016: Motion by David Jordan to accept the verified petition from Michael Debraska regarding Per Capita Distribution; 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) day, seconded by Lisa Summers. Motion carried unanimously.

1. Accept legislative analysis

Motion by Tehassi Hill to accept the legislative analysis regarding Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000, seconded by Jennifer Webster. Motion withdrawn.

Motion by Tehassi Hill to defer the legislative analysis regarding Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000, back to the Legislative Reference Office for specifics on laws and policies affected, seconded by Jennifer Webster. Motion carried unanimously:

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

2. Defer legal analysis

Motion by Jennifer Webster to defer the legal analysis regarding Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000, to the August 10, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously:

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

B. Approve Reconvened 2016 Semi-Annual General Tribal Council meeting date

Sponsor: Lisa Summers, Tribal Secretary

Motion by Fawn Billie to approve scheduling Thursday, September 1, 2016 at 6:00 p.m. as the Reconvened 2016 Semi-Annual General Tribal Council meeting date, seconded by Tehassi Hill. Motion carried unanimously:

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

D R A F T

X. STANDING ITEMS

Treasurer Trish King departs at 10:54 a.m.

Chairwoman Tina Danforth called for a five minute recess at 10:55 a.m. due to loss of quorum.

Meeting called back to order at 11:02 a.m. by Chairwoman Tina Danforth.

Vice-Chairwoman Melinda J. Danforth, Secretary Lisa Summers, Councilman David Jordan, and Councilman Brandon Stevens not present.

A. Accept update regarding Work Plan for CIP project # 14-002 Cemetery Improvements (1:53:45) ***(This item is scheduled to begin at 11:00 a.m.)***
Sponsor: James Petitjean, Interim Assistant Division Director/Development

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

B. Defer update from Constitutional Amendments Implementation Team to August 10, 2016 (1:44:38)
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Tehassi Hill to defer the update from the Constitutional Amendments Implementation Team to the August 10, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Melinda J. Danforth, David Jordan, Brandon Stevens, Lisa Summers

XI. UNFINISHED BUSINESS *(No Requested Action)*

XII. TABLED BUSINESS (1:44:39)

A. Adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016
Sponsor: Lisa Summers, Tribal Secretary

*<u>EXCERPT FROM JULY 13, 2016</u>: **(1)** Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. **(2)** Motion by Lisa Summers to table this item to the July 27, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.*

No action was taken on this item.

D R A F T

XIII. NEW BUSINESS (5:10:53)

A. Approve request to activate $265,000 from approved FY 2016 CIP budget for CIP project # 14-014 – OGE Remodel Phase II (1:48:53)
Sponsor: Troy Parr, Assistant Division Director/Development

Motion by Tehassi Hill to approve the request to activate $265,000 from approved FY 2016 CIP budget for CIP project # 14-014 – OGE Remodel Phase II, seconded by Fawn Billie. Motion carried unanimously:

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

B. Approve concept paper for Capital Improvement Project # 13-011 – Oneida Nation High School
Sponsor: Troy Parr, Assistant Division Director/Development

Motion by Melinda J. Danforth to defer this item to the August 10, 2016, regular Business Committee meeting; and to request the Tribal Secretary's Office to schedule a time for the Oneida School Board, School Administrator and Principal, and Planning & Development Department to be in attendance to discuss this issue further, seconded by Fawn Billie. Motion carried unanimously:

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

C. Approve limited waiver of sovereign immunity – Career Cruising/Anaca Technologies Inc. – contract # 2016-0710
Chair: Debra Danforth, Oneida School Board
Liaison: Fawn Billie, Councilwoman

Motion by Jennifer Webster to approve the limited waiver of sovereign immunity – Career Cruising/Anaca Technologies Inc. – contract # 2016-0710, seconded by Fawn Billie. Motion carried unanimously:

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

D. Enter E-Poll results into the record opposing travel request – Chairwoman Tina Danforth – Women Empowering Women for Indian Nations (WEWIN) Conference – Tulalip, WA – August 15-18, 2016
Sponsor: Lisa Summers, Tribal Secretary

Motion by Trish King to enter the E-Poll results into the record opposing travel request – Chairwoman Tina Danforth – Women Empowering Women for Indian Nations (WEWIN) Conference – Tulalip, WA – August 15-18, 2016, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster
Not Present: David Jordan, Brandon Stevens, Lisa Summers
For the record: Chairwoman Tina Danforth stated for some reason I feel like I am being held to a different standard when I request anything. The background says that the request was for July 7th when the request was actually for July 5th. On July 6th my office asked the Secretary where's my E-Poll? She said I don't have time to look at it today because we have GTC tonight. So on July 7th she reviewed it and on July 5th we suggested a Friday deadline at noon on July 5th which was Tuesday. So when the Secretary reviewed it according to her email late on July 7th, which was Thursday at 3:00 something she finally released my E-Poll for travel and

D R A F T

I got one response from Brandon saying according to GTC we need to hold each other accountable now. I thought accountable to what end but whatever. And then according to the E-Poll results there were no other responses. The next day I asked my staff if they would call each individual committee member who had not responded for a response. She did call. She called everyone. First she went to go see them they weren't here so she called them and left them a text. Some of them did respond but I still didn't have enough support to move it and at that point basically I was told from the Secretary that it's beyond the noon time frame so whatever people responded doesn't matter because it didn't come to this agenda as factual information.

For the record: Vice-Chairwoman Melinda J. Danforth stated I wanted to indicate that although I didn't vote within the timeframes of the E-Poll and please note that timeframes are kind of a new concept I did respond and approve the travel but not within the timeframe so I know that next on the agenda or further down on the agenda the Standard Operating Procedure for E-Polls is up for discussion and that's where I'd like to discuss that because although it says in the record that I did not vote I did vote but just not within the timeframe because I had other commitments at that time. So I did vote in favor of sending you to WEWIN I know it's a conference that you participated for many many years and that they appreciate your leadership. I did vote in favor of sending you.

E. Approve revised Oneida Business Committee Standard Operating Procedure titled Conducting Electronic Voting (E-Polls)
Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to approve the revised Oneida Business Committee Standard Operating Procedure titled Conducting Electronic Voting (E-Polls), seconded by Fawn Billie. Motion withdrawn.

Motion by Trish King to defer this item to the next available Business Committee work meeting, seconded by Jennifer Webster. Motion carried unanimously:

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

XIV. TRAVEL *(No Requested Action)*

Motion by Fawn Billie to recess at 12:07 p.m. until 1:30 p.m., seconded by Tehassi Hill. Motion carried unanimously:[1]

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

Meeting called to order by Chairwoman Tina Danforth at 1:29 p.m.

Secretary Lisa Summers, Councilwoman Fawn Billie, Councilman David Jordan, and Councilman Brandon Stevens not present.

[1] Motion to recess occurred after Standing Item X.A. Accept update regarding Work Plan for CIP project # 14-002 Cemetery Improvements

D R A F T

XV. REPORTS (3:03:05) *(This section of the agenda is scheduled to begin at 1:30 p.m.)*

Councilwoman Fawn Billie arrives at 1:31 p.m.

A. OPERATIONAL REPORTS

1. Accept Environmental Health & Safety FY '16 3rd quarter report
(1:30 p.m. - 1:50 p.m.)
Sponsor: Patrick Pelky, Division Director/Environmental Health & Safety

EXCERPT FROM JULY 13, 2016: Motion by Lisa Summers to defer the Environmental Health & Safety Division FY '16 3rd quarter report to the July 27, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.

Motion by Melinda J. Danforth to accept the Environmental Health & Safety FY '16 3rd quarter report, seconded by Tehassi Hill. Motion carried unanimously:

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

2. Accept Division of Land Management FY '16 3rd quarter report
(1:50 p.m. - 2:10 p.m.)
Sponsor: Patrick Pelky, Division Director/Land Management

EXCERPT FROM JULY 13, 2016: Motion by Lisa Summers to defer the Division of Land Management FY '16 3rd quarter report to the July 27, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.

Motion by Tehassi Hill to accept the Division of Land Management FY '16 3rd quarter report, seconded by Jennifer Webster. Motion carried unanimously:

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

Treasurer Trish King departs at 2:24 p.m.
Treasurer Trish King returns at 2:27 p.m.

3. Accept Oneida Housing Authority FY '16 3rd quarter report
(2:10 p.m. - 2:30 p.m.)
Sponsor: Dale Wheelock, Director/Oneida Housing Authority

Motion by Tehassi Hill to accept the Oneida Housing Authority FY '16 3rd quarter report, seconded by Melinda J. Danforth. Motion carried unanimously:

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

B. CORPORATE REPORTS *(No Requested Action)*

D R A F T

C. BOARDS, COMMITTEES, AND COMMISSIONS

1. Accept Anna John Resident Centered Care Community Board FY '16 3rd quarter report **(3:03:05)** ***(2:30 p.m. - 2:45 p.m.)***
Chair: Candace House
Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

EXCERPT FROM JULY 13, 2016: Motion by Jennifer Webster to defer the Anna John Residential Centered Care Community Board FY '16 3rd quarter report to the July 27, 2016, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.

Motion by Tehassi Hill to accept the Anna John Resident Centered Care Community Board FY '16 3rd quarter report, seconded by Jennifer Webster. Motion carried with one abstention:
Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Abstained: Fawn Billie
Not Present: David Jordan, Brandon Stevens, Lisa Summers

Councilman Tehassi Hill departs at 2:34 p.m.
Councilman Tehassi Hill returns at 2:36 p.m.

2. Accept Oneida Nation Veterans Affairs Committee FY '16 3rd quarter report ***(2:45 p.m. - 3:00 p.m.)***
Chair: Mike Hill
Liaison: Jennifer Webster, Councilwoman

Motion by Tehassi Hill to accept the Oneida Nation Veterans Affairs Committee FY '16 3rd quarter report, seconded by Fawn Billie. Motion carried unanimously:
Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster
Not Present: David Jordan, Brandon Stevens, Lisa Summers

3. Accept Oneida Police Commission FY '16 3rd quarter report ***(3:00 p.m. - 3:15 p.m.)***
Chair: Bernie John-Stevens
Liaison: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to accept the Oneida Police Commission FY '16 3rd quarter report, seconded by Fawn Billie. Motion carried unanimously:
Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster
Not Present: David Jordan, Brandon Stevens, Lisa Summers

4. Accept Oneida Powwow Committee FY '16 3rd quarter report **(00:26:16)** ***(3:15 p.m. - 3:30 p.m.)***
Chair: Tonya Webster
Liaison: Fawn Billie, Councilwoman

Motion by Jennifer Webster to accept the Oneida Powwow Committee FY '16 3rd quarter report, seconded by Fawn Billie. Motion carried unanimously:
Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster
Not Present: David Jordan, Brandon Stevens, Lisa Summers

D R A F T

5. **Accept Southeastern Oneida Tribal Services Advisory Board FY '16 3rd quarter report** ***(3:30 p.m. - 3:45 p.m.)***
   Chair: Daniel Schiller
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by Tehassi Hill to accept the Southeastern Oneida Tribal Services Advisory Board FY '16 3rd quarter report, seconded by Trish King. Motion carried with one opposed:

Councilman Tehassi Hill departs at 3:28 p.m. before voting occurs.

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

XVI. EXECUTIVE SESSION (6:11:48)

A. REPORTS

1. **Accept Gaming General Manager report –** Louise Cornelius, Gaming General Manager ***(9:00 a.m. - 9:45 a.m.)***

Motion by Melinda J. Danforth to accept the Gaming General Manager report, seconded by Trish King. Motion carried unanimously:

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

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

Motion by Melinda J. Danforth to accept the Intergovernmental Affairs & Communications report, seconded by Trish King. Motion carried unanimously:

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

Motion by Melinda J. Danforth to approve a Business Committee member to travel to Carter, WI to attend the State Consultation from August 3-4, 2016, seconded by Trish King. Motion carried unanimously:

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

Motion by Jennifer Webster to assign Chairwoman Tina Danforth or Vice-Chairwoman Melinda J. Danforth to serve on the HALO Legislative Review Subcommittee, seconded by Trish King. Motion carried unanimously:

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

D R A F T

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

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

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

Motion by Jennifer Webster to approve contract # 2016-0809 with Dr. David Edmunds, seconded by Melinda J. Danforth. Motion carried unanimously:

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

B. STANDING ITEMS

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

2. **Oneida Golf Enterprise – Ladies Professional Golf Association**
   (10:15 a.m. - 10:45 a.m.)
   Sponsor: Trish King, Tribal Treasurer

Motion by Melinda J. Danforth to accept the update regarding Oneida Golf Enterprise – Ladies Professional Golf Association, seconded by Fawn Billie. Motion carried unanimously:

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

C. AUDIT COMMITTEE *(No Requested Action)*

D. UNFINISHED BUSINESS

~~**1. Accept close-out report regarding complaint # 2015-DR11-01**~~
~~Sponsor: David Jordan, Councilman~~

~~*EXCERPT FROM MAY 25, 2016: Motion by David Jordan to approve the request to close-out complaint # 2015-DR11-01, seconded by Jennifer Webster. Motion carried unanimously.*~~
~~*EXCERPT FROM APRIL 27, 2016: 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.*~~
~~*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.*~~
~~*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.*~~

Item deleted at the adoption of the agenda.

D R A F T

2. ~~**Accept close-out report regarding complaint # 2015-DR11-02**~~
~~Sponsor: David Jordan, Councilman~~

~~*EXCERPT FROM MAY 25, 2016: Motion by David Jordan to approve the request to close-out complaint # 2015-DR11-02; and to accept item as information, seconded by Trish King. Motion carried with one abstention.*~~
~~*EXCERPT FROM APRIL 27, 2016: 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.*~~
~~*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.*~~

Item deleted at the adoption of the agenda.

3. ~~**Accept close-out report regarding complaint # 2015-DR14-01**~~
~~Sponsor: David Jordan, Councilman~~

~~*EXCERPT FROM MAY 25, 2016: Motion by David Jordan to approve the request to close-out complaint # 2015-DR14-01, seconded by Brandon Stevens. Motion carried with one abstention.*~~
~~*EXCERPT FROM APRIL 27, 2016: 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.*~~
~~*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.*~~

Item deleted at the adoption of the agenda.

E. TABLED BUSINESS *(No Requested Action)*

D R A F T

F. NEW BUSINESS

1. **Approve limited waiver of sovereign immunity – Micros Fidelio World Wide, LLC. – contract # 2016-0734**
   Sponsor: Louise Cornelius, Gaming General Manager

Motion by Melinda J. Danforth to approve the limited waiver of sovereign immunity – Micros Fidelio World Wide, LLC. – contract # 2016-0734, seconded by Jennifer Webster. Motion carried unanimously:

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

2. **Approve request from Southeastern Oneida Tribal Services Advisory Board to terminate appointment of member**
   Chair: Daniel Schiller, Southeastern Oneida Tribal Services Advisory Board
   Liaison: Tina Danforth, Tribal Chairwoman

Motion by Fawn Billie to approve the request to terminate the appointment of James Flores to the Southeastern Oneida Tribal Services Advisory Board in accordance with section 1-10 of the Southeastern Oneida Tribal Services Advisory Board By-laws and section 6-5 of the Comprehensive Policy Governing Boards, Committees, and Commissions, seconded by Jennifer Webster. Motion carried unanimously:

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

3. **Review complaint # 2016-DR07-01 and determine appropriate next steps**
   (1:30 p.m. - 2:00 p.m.)
   Sponsor: David Jordan, Councilman

Motion by Melinda J. Danforth to assign Secretary Lisa Summers, Councilman David Jordan, and Councilman Brandon Stevens to form a subcommittee to investigate the complaint, seconded by Fawn Billie. Motion carried unanimously:

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

4. **Accept letter of resignation in accordance with section 7.2 of employment contract # 2013-0856 and determine next steps**
   (9:45 a.m. - 10:15 a.m.)
   Sponsors: Lisa Summers, Tribal Secretary; David Jordan, Councilman

Motion by Melinda J. Danforth to accept the resignation letter in accordance with section 7.2 of employment contract # 2013-0856, seconded by Fawn Billie. Motion carried unanimously:

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

Motion by Melinda J. Danforth to assign Vice-Chairwoman Melinda J. Danforth, Councilwoman Fawn Billie, Councilman Tehassi Hill, and Councilwoman Jennifer Webster to a subcommittee to work on the Family Court Judge job description; to invite the Chief Judges of the Judiciary and Family Court Clerk to participate in the development of the job description; and to bring back a final job description to the August 10, 2016, regular Business Committee meeting for approval, seconded by Fawn Billie. Motion carried unanimously:

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

D R A F T

XVII. ADJOURN

Motion by Fawn Billie to adjourn at 4:53 p.m., seconded by Trish King. Motion carried unanimously:

Ayes:	Melinda J. Danforth, Fawn Billie, Tehassi Hill, Trish King, Jennifer Webster
Not Present:	David Jordan, 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: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at Oneida Airport Hotel Corp d/b/a Radisson Inn Green Bay.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for Oneida Airport Hotel Corp d/b/a Radisson Inn Green Bay . The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for The Radisson Inn Green Bay, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida Airport Hotel Corp d/b/a Radisson Inn Green Bay is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The Radisson Inn is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida Airport Hotel Corp. dba Radisson Inn-Green Bay Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Airport Hotel Corp. dba Radisson Inn-Green Bay has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon; and

WHEREAS, the Oneida Airport Hotel Corp. has requested the Oneida Business Committee grant it a license to sell alcohol at the Radisson Inn-Green Bay; and

WHEREAS, the Oneida License Department has reviewed the Radisson Inn-Green Bay's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Airport Hotel Corp. dba Radisson Inn-Green Bay, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Main Casino.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Main Casino . The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for The Main Casino, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification The Oneida Bingo & Casino (Main) is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The Oneida Bingo & Casino (main) is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida Bingo & Casino Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Bingo & Casino has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon; and

WHEREAS, the Oneida Bingo & Casino has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida Bingo & Casino; and

WHEREAS, the Oneida License Department has reviewed the Oneida Bingo & Casino's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Bingo & Casino, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at Oneida Golf Enterprises for Thornberry Creek at Oneida.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for Oneida Golf Enterprises . The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for Thornberry Creek, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida Golf Enterprises for Thornberry Creek at Oneida is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

Thornberry Creek is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida Golf Enterprise for Thornberry Creek at Oneida Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Golf Enterprise for Thornberry Creek at Oneida, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Hobart; and

WHEREAS, the Oneida Golf Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Thornberry Creek at Oneida; and

WHEREAS, the Oneida License Department has reviewed the Thornberry Creek at Oneida's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Golf Enterprise for Thornberry Creek at Oneida, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Hobart, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Oneida One Stop - Larsen.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Oneida One Stop - Larsen. The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for the Oneida One Stop, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida One Stop - Larsen is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The **Oneida One Stop Larsen** is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida One Stop – Larsen Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – Larsen, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and

WHEREAS, the Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – Larsen; and

WHEREAS, the Oneida License Department has reviewed the Oneida One Stop – Larsen's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Retail Enterprise, Oneida One Stop – Larsen, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Oneida One Stop - Packerland.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Oneida One Stop - Packerland. The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for the Oneida One Stop, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida One Stop - Packerland is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The **Oneida One Stop Packerland** is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida One Stop – Packerland Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – Packerland, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon; and

WHEREAS, the Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – Packerland; and

WHEREAS, the Oneida License Department has reviewed the Oneida One Stop – Packerland's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Retail Enterprise, Oneida One Stop – Packerland, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Oneida One Stop - E & EE.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Oneida One Stop - E & EE. The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for the Oneida One Stop, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida One Stop E & EE is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The **Oneida One Stop – E & EE** is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida One Stop – E & EE Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – E & EE, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Town of Oneida; and

WHEREAS, the Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – E & EE; and

WHEREAS, the Oneida License Department has reviewed the Oneida One Stop – E & EE's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Retail Enterprise, Oneida One Stop – E & EE, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Town of Oneida, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Oneida One Stop - Westwind.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Oneida One Stop - Westwind. The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for the Oneida One Stop, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida One Stop Westwind is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The **Oneida One Stop – Westwind** is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida One Stop – Westwind Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – Westwind, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and

WHEREAS, the Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – Westwind; and

WHEREAS, the Oneida License Department has reviewed the Oneida One Stop – Westwind's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Retail Enterprise, Oneida One Stop – Westwind, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Oneida Casino Travel Center.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Oneida Casino Travel Center. The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for the Oneida Casino, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification Oneida Casino Travel Center is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The **Oneida Casino Travel Center** is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Oneida Casino Travel Center Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Casino Travel Center, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Town of Pittsfield; and

WHEREAS, the Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida Casino Travel Center; and

WHEREAS, the Oneida License Department has reviewed the Oneida Casino Travel Center's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Oneida Casino Travel Center, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Town of Pittsfield, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the Three Clans Airport, LLC - Wingate by Wyndam.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the Three Clans Airport, LLC - The Wingate By Wyndam . The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for The Wingate By Wyndam, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification The Three Clans Aiport, LLC – The Wingate By Wyndam is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The Wingate By Wyndam is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
Three Clans Airport Wingate by Wyndham Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Three Clans Airport. dba Wingate by Wyndham has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon; and

WHEREAS, the Oneida Airport Hotel Corp. has requested the Oneida Business Committee grant it a license to sell alcohol at the Wingate by Wyndham; and

WHEREAS, the Oneida License Department has reviewed the Three Clans Airport. dba Wingate by Wyndham's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the Three Clans Airport. dba Wingate by Wyndham, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Other - Oneida Alcohol License Renewal

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approval I needed from the Oneida Business Committee to sell alcoholic beverages at the West Mason Street Casino.

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Cover Letter
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: Tonya Webster, License Administrator
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 Alcohol Beverage Licensing Ordinance requires all establishments owned and operated by the Oneida Nation to have an Alcohol License with the Oneida License Department for the sale of alcoholic beverages. Attached is the requested information for the West Mason Street Casino . The Oneida Licensing Department has reviewed all the necessary documents requested by the Alcoholic Beverage Licensing Law for The West Mason St Casino, and is requesting approval from the Oneida Business Committee.

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

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

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

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 20, 2016**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification The West Mason Street Casino is in compliance with the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the $100 Application Fee

The West Mason Street Casino is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

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

BC Resolution # __-__-__-_
West Mason Street Casino Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 59.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the West Mason Street Casino, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and

WHEREAS, the West Mason Street Casino has requested the Oneida Business Committee grant it a license to sell alcohol at the Casino; and

WHEREAS, the Oneida License Department has reviewed the West Mason Street Casino's Renewal application along with all required documents, and have determined they are in compliance for renewal; and

NOW, THEREFORE, BE IT RESOLVED, that the West Mason Street Casino, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida License Department.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Consider the adoption resolution titled Mortgage & Foreclosure Law

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Memo and Resolution
2. Statement of Effect & Fiscal Impact Statement
3. Legislative Analysis
4. Redline draft & clean draft

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Councilman

Primary Requestor/Submitter: Jennifer Falck, Director/Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

TO: Oneida Business Committee
FROM: Brandon Stevens, LOC Chairperson
DATE: August 10, 2016
RE: Mortgage and Foreclosure Law

Please find the following attached backup documentation for your consideration of the Mortgage and Foreclosure law:

1. Resolution: Mortgage and Foreclosure (Law)
2. Statement of Effect: Mortgage and Foreclosure (Law)
3. Mortgage and Foreclosure (Law) Legislative Analysis
4. Mortgage and Foreclosure (Law) Draft
5. Mortgage and Foreclosure (Law) Fiscal Impact Statement

Overview

This Resolution adopts a new Mortgage and Foreclosure law. The provisions of this law are summarized as follows:

- The law contains the minimum framework for the Nation's mortgage programs and foreclosure process.
- The Comprehensive Housing Division and the Land Commission have joint delegated rulemaking authority under this law to develop rules that may contain more detailed requirements [see 612.3-1(r)].
- At least one Tribal member must be included on a mortgage application [see 612.4-2(b)].
- There is nothing in the law that prevents non-tribal member spouses from remaining in the mortgaged property in the event of death or divorce of the Tribal member [see 612.4-5].
- Mortgagors in default have an opportunity to enter into an agreement to cure default prior to foreclosure at the discretion of the Comprehensive Housing Division [see 612.6-1].
- Once a judgment to foreclose has been issued by the Judiciary, the mortgagor will receive an order to vacate [see 612.7-5].
- The mortgagor has a 6 month redemption period if the home was occupied prior to the judgment to foreclose, or 5 weeks if the home was abandoned prior to the judgment to foreclose. The mortgagor may redeem the mortgage by paying the full amount of the mortgage and any related fees. If this occurs, the Judiciary will vacate the order to foreclose [see 612.7-4].
- The Nation cannot resell the foreclosed property until after the redemption period has lapsed and all appeals have been exhausted [see 612.7-6].

- The hearing body authority regarding foreclosure judgments has transferred from the Land Commission to the Judiciary [see 612.8-2].

In accordance with the Legislative Procedures Act, a public meeting was held regarding these amendments on June 30, 2016 with a comment period closing on July 7, 2016. Those comments were accepted and considered by the Legislative Operating Committee (LOC) at July 20, 2016 LOC meeting.

Requested Action
Approve the Resolution: Mortgage and Foreclosure (Law)

A good mind. A good heart. A strong fire.
ONEIDA

BC Resolution _____

Mortgage and Foreclosure Law

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

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

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

WHEREAS, the Nation currently offers mortgage programs and a foreclosure process according to section 67.14 of the Real Property law; and

WHEREAS, the Real Property law provides the minimum requirements related to the mortgage programs and mortgage foreclosure and the details that govern operation of the individual mortgage options; and the detailed foreclosure process are provided in Division of Land Management standard operating procedures; and

WHEREAS, an assessment of the Real Property law and housing programs has determined that it would be beneficial to separate the Real Property law into multiple laws further detailing such processes and formally delegating rulemaking authority pursuant to the Administrative Rulemaking law; and

WHEREAS, this law contains additional details related to mortgage programs and delegates joint rulemaking authority to the Land Commission and the Comprehensive Housing Division to create rules naming each mortgage option and the specific requirements related to each, and

WHEREAS, this law provides a more detailed foreclosure process that takes both the Nation and the potential mortgagor step-by-step through the process required to foreclose, including the option to enter an agreement to cure prior to foreclosure and a redemption period; and

WHEREAS, this law provides that selection and decision making authority related to mortgages lies solely with the Comprehensive Housing Division and that such decisions are not appealable to the Judiciary; and

WHEREAS, this law transfers the hearing body authority related to foreclosure from the Land Commission, as currently assigned in the Real Property law, to the Oneida Judiciary;

WHEREAS, a public meeting on the proposed Law was held on June 30, 2016 in accordance with the Legislative Procedures Act.

NOW THEREFORE BE IT RESOLVED, that the Mortgage and Foreclosure law is hereby adopted and repeals section 67.14 of the Real Property law entitled Real Estate Financing; and

NOW THEREFORE BE IT FINALLY RESOLVED, that any standard operating procedures grandfathered in as rules under the Real Property law pursuant to the Administrative Rulemaking law are hereby transferred to rules under this law, provided that any provisions that conflict with this law are void.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

Statement of Effect
Resolution: Mortgage and Foreclosure Law

Summary

This resolution adopts a new Mortgage and Foreclosure law. The amendments can be summarized as follows:

- The law contains the minimum framework for the Nation's mortgage programs and foreclosure process.
- The Comprehensive Housing Division and the Land Commission have joint delegated rulemaking authority under this law to develop rules that may contain more detailed requirements *[see 612.3-1(r)]*.
- At least one Tribal member must be included on a mortgage application *[see 612.4-2(b)]*.
- There is nothing in the law that prevents non-tribal member spouses from remaining in the mortgaged property in the event of death or divorce of the Tribal member *[see 612.4-5]*.
- Mortgagors in default have an opportunity to enter into an agreement to cure default prior to foreclosure at the discretion of the Comprehensive Housing Division *[see 612.6-1]*.
- Once a judgment to foreclose has been issued by the Judiciary, the mortgagor will receive an order to vacate *[see 612.7-5]*.
- The mortgagor has a 6 month redemption period if the home was occupied prior to the judgment to foreclose, or 5 weeks if the home was abandoned prior to the judgment to foreclose. The mortgagor may redeem the mortgage by paying the full amount of the mortgage and any related fees. If this occurs, the Judiciary will vacate the order to foreclose *[see 612.7-4]*.
- The Nation cannot resell the foreclosed property until after the redemption period has lapsed and all appeals have been exhausted *[see 612.7-6]*.
- The hearing body authority regarding foreclosure judgments has transferred from the Land Commission to the Judiciary *[see 612.8-2]*.

Submitted by Krystal L. John, Staff Attorney

Analysis from Legislative Reference Office

This Resolution adopts the Mortgage and Foreclosure which includes the provisions summarized above.

This law conflicts with several provisions of the Real Property Law.

The Real Property Law, in section 67.14-2, provides that the Division of Land Management shall provide loan programs for (a) financing the purchase or down payment of existing home and lands; (b) construction of new homes; (c) repair and improvement to existing homes; (d) refinancing existing mortgages; (e) purchasing or refinancing mobile homes; (f) consolidation of

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loans; and (g) real estate tax arrearages. Under section 612.4-1 of this law, the specific reference to mobile homes is removed as they fall within the general confines of "homes" and the programs for the consolidation of loans and real estate tax arrearages are removed.

The Real Property Law, in section 67.14-3 requires that applicants are 21 years of age or older and the Mortgage and Foreclosure reduces the minimum age requirement to 18 years of age.

The provisions of the Real Property law, in section 67.14-4, require that applicants for any loan name 3 Tribal members to inherit the interest in real property. In addition, it provides that if there is a non-Tribal member spouse and the Tribal member spouse dies, that the non-Tribal member may continue with the mortgage, provided that they are required to name 3 Tribal members to inherit the real property interest, with such designations expiring upon satisfaction of the mortgage. The Real Property Law includes provisions regarding divorce in the case of a non-Tribal member spouse. Finally, the Real Property Law also requires all non-Tribal members named on a mortgage to sign an affidavit acknowledging the additional conditions that require mortgaged interests be tied to Tribal member beneficiaries.

The Mortgage and Foreclosure takes out the requirement to name the Tribal member beneficiaries, does not provide the specific actions that may be taken upon a divorce involving a non-Tribal member spouse and does not require a separate affidavit. In section 612.4-5(a), the Mortgage and Foreclosure law states that the death of a non-Tribal member spouse does not affect the mortgage and that any default may subject the mortgagor to the regular foreclosure proceeding contained in this law. In section 612.4-5(b), the Mortgage and Foreclosure law provides that in the event of divorce, the mortgagor may request a refinancing in accordance with the refinancing rules. The law was developed to change the terms found in the Real Property law related to the death of a Tribal member spouse because it is the land interest that is required to remain with a Tribal member, which is addressed through the residential lease. The revision regarding divorce was incorporated because divorce proceedings govern the property disbursement. This law leaves any refinancing options, including for divorce, to the rules.

The Real Property Law's foreclosure process requires that if the Division of Land Management recommends a foreclosure following a minimum of three months of default, it shall submit the recommendation to the Land Commission and that the Land Commission would serve as the hearing body for the foreclosure. The Mortgage and Foreclosure law allows a foreclosure to be initiated after 2 consecutive notices of default. This maintains the same requirement as the Division of Land Management's Due Process standard operating procedure requiring an initial notice and a second and final notice. However, this law removes the Land Commission from the foreclosure process and names the Oneida Judiciary as the hearing body for all foreclosures.

In order to reconcile the conflicts between this law and the Real Property Law, the adopting resolution repeals section 67.14 of the Real Property Law entitled Real Estate Financing.

Conclusion

Provided that the adopting resolution repeals section 67.14 of the Real Property Law, adoption of this Resolution would not conflict with the Nation's laws.

A good mind. A good heart. A strong fire.

ONEIDA

ONEIDA

MEMORANDUM

To: Larry Barton, Chief Financial Officer

Ralinda R. Ninham-Lamberies, Assistant Chief Financial Officer

From: Rae M. Skenandore

Date: July 26, 2016

Re: **Financial Impact of the Mortgage & Foreclosure Law**

I. Background

This is a new Law on Mortgage and Foreclosure that was requested by the Oneida Land Commission. The following summary was provided by the Legislative Reference Office.

- The law contains the minimum framework for the Nation's mortgage programs and foreclosure process.
- The Division of Land Management and the Land Commission have joint delegated rulemaking authority under this law to develop rules that may contain more detailed requirements.
- At least one Tribal member must be included on a mortgage application.
- There is nothing in the Law that prevents non-tribal member spouses from remaining in the mortgaged property in the event of death or divorce of the Tribal member.
- Mortgagors in default have an opportunity to enter into an agreement to cure default prior to foreclosure at the discretion of the Division of Land Management.
- Once a judgment to foreclose has been issued by the Judiciary, the mortgagor will receive an order to vacate.
- The Mortgagor has a 6 month redemption period if the home was occupied prior to the judgment to foreclose, or 5 weeks if the home was abandoned prior to the judgment to foreclose. The Mortgagor may redeem the mortgage by paying the full amount of the mortgage and any related fees. If this occurs, the Judiciary will vacate the order to foreclose.
- The Nation cannot resell the foreclosed property until after the redemption period has lapsed

and all appeals have been exhausted.

- The hearing body authority regarding foreclosure judgments has transferred from the Land Commission to the Judiciary.

II. Executive Summary of Findings

A "Fiscal Impact Statement" means an estimate of the total identifiable fiscal year financial effects associated with legislation and includes startup costs, personnel, office, documentation costs, as well as an estimate of the amount of time necessary for an agency to comply with the law after implementation.

Currently, the eligibility and requirements for a mortgage and the due process on a default and foreclosure exist within internal Standard Operating Procedures (SOP's) and the mortgage contract itself. The Land Commissioners act as the original Hearing Body and three Commissioners are required to hold a hearing. The stipend paid for the hearing is $150.00 per commissioner. In Fiscal Year 2014-2015 only one foreclosure hearing was held for a cost of approximately $450.00

Developing the Law and the Administrative Rules gives the membership and the Judiciary a clear set of standards and requirements for participation in the mortgage programs and the required foreclosure process in the event of a default. If it is determined that initiating a foreclosure is in the best interest of the Nation, the Division of Land Management (DOLM) will seek a judgement from the Oneida Judiciary. Any savings from transferring the hearing body authority from the Oneida Land Commission to the Judiciary would be negligible due to their existing operating expenses.

According to DOLM and the Oneida Judiciary, there will be no additional startup, personnel, office, or documentation costs associated with implementing the Law.

With the Rulemaking Authority jointly delegated to the Division of Land Management and the Land Commission, a minimum of 60-90 days would be required to approve the Administrative Rules for this Law.

III. Financial Impact

No fiscal impact.

IV. Recommendation

The Finance Department does not make a recommendation in regards to course of action in this matter. Rather, it is the purpose of this report to disclose potential financial impact of an action, so that General Tribal Council has full information with which to render a decision.

Draft # 1
2016 08 03

Mortgage and Foreclosure

Analysis by the Legislative Reference Office					
Title	Mortgage and Foreclosure (law)				
Sponsor	David P. Jordan	**Drafter**	Krystal L. John	**Analyst**	Maureen Perkins
Requester & Reason for Request	Land Commission This is a new law that will explain the process used by the Nation to deal with mortgages and foreclosures. This law is being developed at the Land Commission's request to transfer the commission's hearing responsibilities to the Judiciary.				
Purpose	Set the standards and requirements for participation in the Nation's mortgage programs and to prescribe the foreclosure process required to be used in the event of a default of a mortgage.				
Authorized/ Affected Entities	Land Commission, Oneida Judiciary, Comprehensive Housing Division, Oneida Police Department, Oneida Nation Register of Deeds, Oneida Land Title and Trust Department, Oneida Accounting Department, and Oneida Nation members who wish to participate in mortgage programs offered by the Nation and their spouses				
Related Legislation	Judiciary law, Rules of Civil Procedure, Rules of Appellate Procedure, Leasing Law, Administrative Rulemaking, Real Property Law				
Enforcement & Due Process	Decisions of the Comprehensive Housing Division regarding the issuance of mortgages are final. Foreclosures can be appealed to the Judiciary.				
Public Meeting Status	A public meeting was held on June 30, 2016. The LOC has reviewed the public comments received during the public comment period; and any changes made based on the public comments received have been incorporated into this draft.				

Overview

This is a new law that details the current process used by the Nation to offer mortgage programs to the Nation's membership and to foreclose on a property purchased through the Nation's mortgage programs. The law contains the minimum framework and requirements related to the mortgage programs and the required foreclosure process for all mortgages issued by the Nation. The Comprehensive Housing Division and the Land Commission have been delegated rulemaking authority under this law to develop rules according to the Administrative Rulemaking law which may contain more detailed requirements for each of the various types of mortgages offered by the Nation.

At least one Tribal member must be on the application to qualify for a mortgage issued by the Nation. If married, both spouses must apply for the mortgage jointly. Once a mortgage is issued, if the Tribal member dies, the non-tribal member can remain in the mortgage and the regular default process is applied in the case of a default of a non-tribal member mortgage. In the case of divorce, the ownership of the house will be determined through the divorce proceedings; this law does not prevent non-tribal spouses from remaining in the house absent the Tribal member.

The mortgage default process is detailed within the law. Default notices are mailed to mortgagors for each 30 calendar days of default. The Comprehensive Housing Division, at their

discretion, may enter into an agreement to cure default for mortgagors who demonstrate the ability to pay the defaulted amount within one year. Once two notices of default have been issued, the Comprehensive Housing Division will determine, based on a standard operating procedure, if it is in the best interest of the Nation to pursue a foreclosure. The minimum foreclosure process is detailed and includes the Judiciary as the decision making authority to issue a judgment of foreclosure, rather than the Land Commission under the current process. Once the Comprehensive Housing Division decides to pursue a foreclosure, a summons and complaint is filed with the Judiciary and must include a demand judgment for any deficiency that remains due to the Nation. If the parties come to an agreement to cure default or the mortgagor satisfies the mortgage prior to a judgment to foreclose is issued by the Judiciary, the Judiciary will dismiss the foreclosure.

When a judgment of foreclosure is issued by the Judiciary, a notice to vacate is issued to the mortgagor. This is contrary to state law which allows mortgagors in foreclosure to remain in the premises until the redemption period expires and the premises is sold. However, the practice as detailed in the law is in the best interest of the Nation because it allows the Nation to secure and refurbish the premises during the redemption period so that it is ready for the next buyer and prevent any waste of the property. Additionally, when a judgment of foreclosure is issued, it means that the mortgagor is already in default and will most likely not make the mortgage payments during the redemption period. The mortgagor has a redemption period of six months if they had occupied the premises upon foreclosure, or 5 weeks if they had abandoned the premises, to pay the full amount of the mortgage and any related costs. If this occurs, the Judiciary will vacate the order to foreclose. The Nation cannot resell the premises until the redemption period has expired. Appeals of a judgment of foreclosure may be filed with the Judiciary.

- The law contains the minimum framework for the Nation's mortgage programs and foreclosure process.
- The Comprehensive Housing Division and the Land Commission have joint delegated rulemaking authority under this law to develop rules that may contain more detailed requirements *[see 612.3-1(r)]*.
- At least one Tribal member must be included on a mortgage application *[see 612.4-2(b)]*.
- There is nothing in the law that prevents non-tribal member spouses from remaining in the mortgaged property in the event of death or divorce of the Tribal member *[see 612.4-5]*.
- Mortgagors in default have an opportunity to enter into an agreement to cure default prior to foreclosure at the discretion of the Comprehensive Housing Division *[see 612.6-1]*.
- Once a judgment to foreclose has been issued by the Judiciary, the mortgagor will receive an order to vacate *[see 612.7-5]*.
- The mortgagor has a 6 month redemption period if the home was occupied prior to the judgment to foreclose, or 5 weeks if the home was abandoned prior to the judgment to foreclose. The mortgagor may redeem the mortgage by paying the full amount of the mortgage and any related fees. If this occurs, the Judiciary will vacate the order to foreclose *[see 612.7-4]*.
- The Nation cannot resell the foreclosed property until after the redemption period has lapsed and all appeals have been exhausted *[see 612.7-6]*.
- The hearing body authority regarding foreclosure judgments has transferred from the

Land Commission to the Judiciary *[see 612.8-2]*.

Other

Please refer to the fiscal impact statement for any financial impacts.

Considerations

- The decision to issue an agreement to cure default is at the discretion of the Comprehensive Housing Division. The LOC may consider requiring the Comprehensive Housing Division to create an SOP or a rule detailing the requirements mortgagors must meet to qualify for an agreement to cure a defaulted mortgage.
- This law, the Real Property Law amendments and the Leasing Law are all inter-related. The Real Property Law currently in effect contains provisions relating to mortgages and foreclosure that conflict with this law *[see 67.14 of current Real Property Law]*. However, this Mortgage and Foreclosure law will govern upon adoption. The current proposed amendments to the Real Property Law pull the detail related to mortgages and foreclosures out of the Real Property Law and reference this Mortgage and Foreclosure law instead.
- This law references the Comprehensive Housing Division (CHD). The CHD is scheduled for implementation October 1, 2016. The BC resolution adopting this law will include a provision detailing that each department or division within the CHD (Oneida Housing Authority, Division of Land Management and Elderly Services) will be required to create rules delegated under this law until the CHD is implemented.

Title 6. Property and Land – Chapter 612
MORTGAGE and FORECLOSURE
Tsi> Thotin&hsote> laotilihw@=ke
that of their houses – their issues

612.1. Purpose and Policy.
612.2. Adoption, Amendment, Repeal.
612.3. Definitions.
612.4. Mortgage Programs.
612.5. Default.
612.6. Agreement to Cure Default.
612.7. Foreclosure.
612.8. Appeal Rights.

612.1. Purpose and Policy.

612.1-1. *Purpose.* It is the purpose of this law to set the standards and requirements for participation in the mortgage programs and to prescribe the foreclosure process required to be used in the event of a default of a mortgage.

612.1-2. *Policy.* It is the policy of this law to administer mortgage programs aimed at maintaining and improving the standard of living for Tribal members, while protecting the Nation's assets and expanding the Tribal land base.

612.2. Adoption, Amendment, Repeal.

612.2-1. This law is adopted by the Oneida Business Committee by Resolution _____.

612.2-2. This law may be amended or repealed by the Oneida Business Committee pursuant to the procedures set out in the Legislative Procedures Act.

612.2-3. Should a provision of this law or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this law which are considered to have legal force without the invalid portions.

612.2-4. In the event of a conflict between a provision of this law and a provision of another law, the provisions of this law shall control.

612.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

612.3. Definitions.

612.3-1. This section shall govern the definitions of words and phrases used within this law. All words not defined herein shall be used in their ordinary and everyday sense.

(a) "Abandoned" means the relinquishment of possession or control of a mortgaged premises whether or not the mortgagor or the mortgagor's assigns have relinquished equity and title to the mortgaged interest.

(b) "Agreement to Cure Default" means a signed contract between a customer of a mortgage program and the Comprehensive Housing Division on behalf of the Nation whereby the parties agree upon a temporary payment schedule to allow the mortgagor to cure a default.

(c) "Appraisal" means the valuation of real property by the estimate of an authorized person.

(d) "Business Day" means Monday through Friday from 8:00 a.m. - 4:30 p.m., excluding holidays recognized by the Nation.

(e) "Comprehensive Housing Division" means the entity responsible for housing matters specifically related to mortgages and foreclosures as defined by Oneida Business Committee Resolution.[1]

(f) "Default" means a failure to comply with the payment terms of a mortgage.

(g) "Foreclosure" means a legal proceeding initiated by the Nation to terminate a mortgagor's interest in real property, by taking possession of the real property as a partial or complete satisfaction of a default.

(h) "Home Inspection" means an examination of a property's condition.

(i) "Judiciary" means the judicial system established by General Tribal Council resolution GTC-01-07-13-B to administer the judicial authorities and responsibilities of the Nation.

(j) "Mortgage" means a lien, held by the Nation, on a real property interest that is given as security for the payment of a debt and/or the performance of a duty, including the refinancing of an original conveyance, that will become void upon the payment and/or performance according to the stipulated terms.

(k) "Mortgagor" means the borrower in a mortgage.

(l) "Nation" means the Oneida Nation.

(m) "Notice of Default" means a formal and dated notice of default.

(n) "Personal Property" means any property that does not fit the definition of real property and is generally movable.

(o) "Real Property" means land and anything growing on, attached to, or erected on the land, excluding anything that may be severed without injury to the land.

(p) "Redemption Period" means the timeframe during which a defaulting mortgagor may recover a mortgaged interest that is the subject of a judgment of foreclosure by paying the outstanding debt owed.

(q) "Refinance" means an exchange of an old debt for a new debt, as by renegotiating a different interest rate, term of the debt, or by repaying the existing loan with money acquired from a new loan.

(r) "Reservation" means all the property within the exterior boundaries of the reservation of the Nation, as created pursuant to the 1838 Treaty with the Oneida 7 Stat. 566, and any lands added thereto pursuant to federal law.

(s) "Rule" means a set of requirements, including citation fees and penalty schedules, jointly enacted by the Land Commission and the Comprehensive Housing Division in accordance with the Administrative Rulemaking law based on authority delegated in this law in order to implement, interpret and/or enforce this law.

(t) "Title" means legal evidence of a person's ownership rights in real property.

(u) "Title Report" means the written analysis of the status of title to real property, including a property description, names of titleholders and how the title is held, tax rate, encumbrances and any real property taxes due.

[1] *See* BC Resolution __-__-16_ providing that for purposes of this law, the Comprehensive Housing Division means the Division of Land Management.

(v) "Tribal Land" means any land held in fee or trust status by the Nation within the reservation.

(w) "Tribal Member" means an enrolled member of the Nation.

612.4. Mortgage Programs.

612.4-1. *Available Mortgage Purposes.* Consistent with available funds, the Comprehensive Housing Division shall provide mortgage programs for the following purposes and shall establish rules naming said programs and providing the specific requirements for each program:

(a) Financing the purchase or down payment of existing homes and lands;

(b) Construction of new homes;

(c) Repairs and improvements to existing homes;

(d) Refinancing existing mortgages.

612.4-2. *Mortgage Eligibility Requirements.* In order to be eligible for a mortgage, applicants shall meet the following conditions:

(a) Be at least eighteen (18) years of age at the time of the application;

(b) Be a Tribal member(s);

(1) If the application is for joint applicants, at least one (1) applicant shall be a Tribal member.

(2) For married joint applicants, both spouses shall be named applicants on the application and joint mortgagors.

(c) Not have a discharged bankruptcy within two (2) years from the date of the application;

(d) Not be involved in a bankruptcy proceeding that has not yet been discharged at the time of the application; and

(e) Not have had a mortgage foreclosed upon within the seven (7) years from the date of the application.

612.4-3. *Mortgage Selection.* The Land Commission and the Comprehensive Housing Division shall jointly develop rules governing the selection of applicants for the issuance of a mortgage. At a minimum, the Land Commission and the Comprehensive Housing Division shall ensure that the mortgage selection rules require that the mortgagor:

(a) Have an acceptable credit rating as defined in the rules;

(b) Have an acceptable debt to income ratio as defined in the rules;

(c) Have all delinquent debts owed to the Nation paid in full prior to signing the mortgage document;

(d) Have no more than the allowable amount of accumulated judgments, collections and/or profit and loss write-offs based on the rules, and, if any debts are being paid through a debt collector, the monthly payment must be listed as a monthly debt on the application;

(1) In the rules, the Land Commission and the Comprehensive Housing Division shall provide the allowable timeframe, in relation to the date of selection, for applicants to bring any judgments, collections and/or profit and loss write-offs within the allowable amount.

(2) Applicants failing to bring said debts within the allowable amount based on the timeframe provided become ineligible for the mortgage.

612.4-4. *Mortgage Requirements.* The Land Commission and the Comprehensive Housing Division shall jointly develop rules governing the requirements of mortgages entered into by the

Comprehensive Housing Division. At a minimum, the Land Commission and the Comprehensive Housing Division shall ensure that the mortgage requirement rules:

(a) Require the mortgage document to identify the source of the ownership interest in the real property as attributable either to a deed or a residential lease entered into pursuant to the Leasing law;

(b) Require the real property that is the subject of the mortgage be insured under a homeowner's insurance policy paid for by the mortgagor and include enforcement provisions in the event of noncompliance herewith;

(c) Require that the mortgage be the first or second secured interest on the real property;

(d) Require proof of clear title, as defined by the rules, prior to entering into a mortgage;

(e) Establish which administrative fees, if any, that may be assessed in the mortgage;

(f) Require that the mortgage be for real property located within the reservation;

(g) Require the mortgage include interest at a rate provided in the rules.

612.4-5. *Non-Tribal Member Spouses.* The following applies when one of the mortgagors is a non-Tribal member:

(a) *Death of the Tribal Member Spouse*. So long as the mortgage is not defaulted upon, the death of the Tribal member spouse does not affect a mortgage. If the non-Tribal member spouse defaults on the mortgage, the mortgage is subject to the regular foreclosure proceedings as outlined in this law.

(b) *Refinancing due to Death or Divorce.* In the event that a mortgagor seeks refinancing due to the death or divorce of a spouse, the mortgagor shall comply with the refinancing rules established pursuant to Section 612.4-1(d).

612.5. Default.

612.5-1. *Notice of Default.* The mortgage officer shall send a notice of default to mortgagors by first class mail for each month for which the mortgagor defaults on the subject mortgage, provided that the mortgage officer shall send the notices of default a minimum of thirty (30) calendar days apart and ensure that the notice contains the following information:

(a) The notice number;

(b) The dates of the default;

(c) The amount of the default;

(d) The requirement to cure the default, including important dates affecting the mortgagor's rights;

(e) The mortgagor's available options to cure a default; and

(f) The actions that may be taken by the Nation if the default is not timely cured.

612.6. Agreement to Cure Default.

612.6-1. *Entering into an Agreement to Cure Default*. The Comprehensive Housing Division may, in its full discretion, work with mortgagors able to pay a mortgage default over time to enter into an agreement to cure default over a reasonable time not to exceed one (1) year.

(a) A mortgagor may enter into one (1) agreement to cure default per twelve (12) month period. A mortgagor may request more than one (1) agreement to cure the default in a twelve (12) month period if the mortgagor is able to demonstrate the additional agreement is necessary due to extenuating circumstances faced by the mortgagor, provided that, the director of the Comprehensive Housing Division shall approve any such agreements before said agreement may become effective.

(b) The Comprehensive Housing Division may not permit mortgagors to increase payroll deduction payments to cure a default without first entering into an agreement to cure default.

(c) In the event a mortgagor violates the terms of an agreement to cure default, the Comprehensive Housing Division shall enforce the remedies afforded the Nation in the agreement to cure default and may not amend the terms of an unsatisfied agreement to cure default without the approval of the director of the Comprehensive Housing Division.

612.6-2. *Elements of an Agreement to Cure Default.* All agreements to cure default entered into by the Comprehensive Housing Division are required to contain the following elements:

(a) The effective date of the agreement;

(b) The parties to the agreement;

(c) The amount of payments under the mortgage and any agreements to cure default previously entered into;

(d) A statement that the mortgage and, if applicable, any previous agreement to cure default are in default;

(e) The amount of the increased payments under the agreement;

(f) The terms of the agreement, including the remedies available to the Nation in the event that the mortgagor violates the terms of the agreement; and

(g) Notice that a failure to follow the terms of the agreement may result in the immediate filing of a foreclosure.

612.7. Foreclosure.

612.7-1. *Decision to Foreclose.* Any mortgage that is in default for two (2) consecutive months may be subject to foreclosure, provided that the Nation has complied with the notice of default requirement in section 612.5-1.

(a) After the two (2) notices of default have been sent, the Comprehensive Housing Division shall determine whether initiating foreclosure proceedings would be in the best interest of the Nation, provided that the Comprehensive Housing Division shall abide by the foreclosure determination standard operating procedure approved by both the director of the Comprehensive Housing Division and the Land Commission.

(1) Should the Comprehensive Housing Division determine that initiating a foreclosure is in the best interest of the Nation, the Comprehensive Housing Division shall submit a complaint to the Judiciary in compliance with the Nation's laws and the Judiciary's requirements. The complaint may not be submitted until after thirty (30) calendar days from the date of the second notice of default.

(2) The Comprehensive Housing Division shall include in all complaints a demand judgment for any deficiency that may remain due to the Nation after the Nation's reclamation of title against every party who is personally liable for the debt secured by the mortgage that is the subject of the foreclosure.

612.7-2. *Mortgage Satisfaction or Agreement to Cure Default Prior to Judgment of Foreclosure.* If the mortgagor satisfies the mortgage that is the subject of a foreclosure complaint or the parties reach an agreement to cure default prior to the Judiciary's entering of a judgment of foreclosure, the Judiciary shall dismiss the foreclosure complaint.

(a) *Mortgage Satisfaction.* A mortgagor named in a foreclosure complaint may satisfy the subject mortgage at any time prior to the Judiciary's entering of a judgment of foreclosure. Under such circumstances, the mortgagor shall submit to the Judiciary proof

of payment in full of the mortgage principal, any interest owed and any court costs incurred by the Nation. Upon receipt of verified proof of satisfaction, the Judiciary shall dismiss the foreclosure complaint based on satisfaction of the mortgage.

(b) *Agreement to Cure Default.* Should the Nation and the mortgagor reach an agreement to cure default in accordance with section 612.6 after foreclosure proceedings have been initiated, which may include provisions requiring the mortgagor to reimburse the Nation for any court costs incurred, the mortgagor shall submit to the Judiciary a copy of the executed agreement to cure default. Upon receipt of an executed agreement to cure default, the Judiciary shall dismiss the foreclosure complaint without prejudice based on the agreement to cure default.

612.7-3. *Judgment of Foreclosure.* If the Judiciary finds in favor of the Nation, it shall issue a judgment of foreclosure. At a minimum, the Judiciary shall include the following in each judgment of foreclosure:

(a) A description of the mortgaged premises;

(b) The amount of the mortgage debt due;

(c) The mortgagor's redemption period;

(d) An order to vacate the mortgaged premises within thirty (30) calendar days of the judgment;

(e) An order transferring title of the mortgaged premises to the Nation as partial or full payment of the amount of mortgage debt then due;

(f) So long as the Nation's complaint reserves the right to demand a judgment of deficiency for costs that may remain due after the transfer of title to the Nation pursuant to foreclosure, an order recognizing the Nation's reserved right, which may include sums advanced by the Nation for insurance, necessary repairs, inspection costs, appraisal fees and other costs; and

(g) An order that within seven (7) months of receipt of a judgment of foreclosure, the Nation submit either a motion demanding a judgment of deficiency or a motion to enforce the judgment of foreclosure, each of which are required to include a final accounting and a confirmation of appraisal.

612.7-4. *Redemption Period.* The Judiciary shall afford all mortgagors subject to a judgment of foreclosure a redemption period. To redeem a real property interest, the mortgagor shall pay the full amount of the mortgage debt due and any costs incurred by the Nation for insurance, necessary repairs, inspection costs, appraisal fees and other costs.

(a) *Occupied Premises.* The required redemption period for occupied premises is six (6) months. Absent an affirmative finding of abandonment, the Judiciary shall presume that premises are occupied premises.

(b) *Abandoned Premises.* The required redemption period for abandoned premises is, at a minimum, five (5) weeks. A redemption period based on abandoned premises requires an affirmative finding of abandonment by the Judiciary based on evidence submitted by the Comprehensive Housing Division on behalf of the Nation.

(1) In determining whether the mortgaged premises have been abandoned, the Judiciary shall consider the totality of the circumstances, including the following:

(A) Boarded, closed or damaged windows or doors to the premises;

(B) Missing, unhinged or continuously unlocked doors to the premises;

(C) Terminated utility accounts for the premises;

(D) Accumulation of trash or debris on the premises;

(E) At least two (2) reports to law enforcement officials of trespassing, vandalism, or other illegal acts being committed on the premises when the mortgagor is not present; and

(F) Conditions that make the premises unsafe or unsanitary or that make the premises in imminent danger of becoming unsafe or unsanitary.

(2) The Comprehensive Housing Division may include testimony from a representative of the city, town, village or county where the mortgaged premises is located as part of its evidence of abandonment.

(c) *Redeemed Premises*. Should the mortgagor successfully redeem the mortgaged interest that is the subject of a judgment of foreclosure, the Nation shall issue the mortgagor a certificate of redemption. Upon receipt of a certificate of redemption, the mortgagor shall file a motion to vacate the judgment of foreclosure with the Judiciary. Upon receipt from the Judiciary, the mortgagor shall duly record the order to vacate the judgment of foreclosure with the Oneida Nation Register of Deeds.

612.7-5. *Mortgage Holder's Responsibilities upon Receipt of a Judgment of Foreclosure.* Upon receipt of a judgment of foreclosure, the Comprehensive Housing Division, on behalf of the Nation as the mortgage holder, shall:

(a) Secure and take possession of the real property once the timeframe in the order to vacate has expired.

(1) The Comprehensive Housing Division shall provide the mortgagor notice of when the property's locks are scheduled to be changed, which, at a minimum, includes the following:

(A) The property address;

(B) The date and time the locks are scheduled to be changed;

(C) Notice to mortgagor that an Oneida Police Officer will be present while the locks are being changed;

(D) Information on how the disposition of personal property will be managed based on section 612.7-5(a)(3);

(E) The contact information for Comprehensive Housing Division staff whom the mortgagor may contact in regards to the property; and

(F) A copy of the judgment of foreclosure.

(2) The Comprehensive Housing Division shall contact the Oneida Police Department to request that an Oneida police officer be on the scene while the locks are being changed.

(3) In the event the mortgagor has left personal property in the home, he or she may retrieve said personal property by contacting the Comprehensive Housing Division staff listed on the work order. The Comprehensive Housing Division shall hold personal property for a minimum of five (5) business days.

(A) The Comprehensive Housing Division shall keep a written log of the date and the work time the Nation's staff expends storing and/or removing personal property and/or removing/disposing of debris left at the property after the expiration of the timeframe provided in the order to vacate.

(B) The Comprehensive Housing Division and the Land Commission shall jointly create rules further governing the disposition of personal property.

(b) Order a title report from the Land Title and Trust Department with specific instructions to contact the Accounting Department to verify whether the mortgagor owes any outstanding debts to the Nation and based on the title report shall:

(1) Seek payment of outstanding water bills and/or other liens or charges appearing on the tax rolls from the mortgagor. In the event of a failure to pay, the Nation shall make payment and include such costs in the Nation's final accounting required by the judgment of foreclosure and as explained in section 612.7-5(e);

(2) Request proof of payment of any judgments noted on the title report which can be attached to the real property;

(3) Request proof of satisfaction of any mortgage liens issued by an outside financial institution other than the Nation, provided that, said mortgage liens may not be satisfied by the Nation until the redemption period has either expired or been terminated by the Judiciary.

(c) Order an appraisal of the real property to be completed;

(d) Order a home inspection, including a well and septic inspection, of the real property to be completed and based on the findings of the home inspection shall coordinate which repairs will be completed.

(1) In order for repair costs to be included in a judgment of deficiency 612.7-3(f), the Nation shall include the following in its demand for the said judgment:

(A) A record of all receipts for materials and invoices for services related to the said repairs;

(B) A record of all hours expended by the Nation's staff related to the said repairs; and

(C) Photographic evidence demonstrating the condition of the real property both before and after the repairs were made.

(2) If, based on the home inspection, the Comprehensive Housing Division determines it to be in the best interest of the Nation to raze a foreclosed upon property, it may do so in accordance with the rules which the Comprehensive Housing Division and the Land Commission shall jointly develop. Any costs related to the razing of a property may be included in the Nation's demand for a judgment of deficiency.

(e) Wrap up the foreclosure by filing with the Judiciary either a motion demanding a judgment of deficiency or a motion for enforcement of the judgment of foreclosure.

(1) *Demand for a Judgment of Deficiency.* The Nation shall file a demand for a judgment of deficiency if the total of the amount of the mortgage debt due in the judgment of foreclosure and the sums advanced by the Nation for insurance, necessary repairs, inspection costs, appraisal fees and other costs exceeds the value of the real property based on the appraisal. A demand for a judgment of deficiency is required to include a confirmation of appraisal and an accounting of all sums advanced by the Nation.

(2) *Motion for Enforcement of the Judgment of Foreclosure.* The Nation shall file a motion for enforcement of the judgment of foreclosure if the total of the amount of the mortgage debt due in the judgment of foreclosure and the sums advanced by the Nation for insurance, necessary repairs, inspection costs, appraisal fees and other costs are less than or equal to the value of the real property based on the

appraisal. If the total of the amount of the mortgage debt due in the judgment of foreclosure and the sums advanced by the Nation for insurance, necessary repairs, inspection costs, appraisal fees and other costs are less than the value of the real property based on the appraisal, the Comprehensive Housing Division shall include in the motion to enforce a copy of the signed apron issued to the mortgagor providing the refunded amount.

612.7-6. *Resale Following Foreclosure.* The Comprehensive Housing Division may begin advertising a foreclosed upon property for re-sale immediately following its receipt of an order to enforce the judgment of foreclosure, provided that it may not complete a sale of said property until the mortgagor's appeal rights have expired.

612.8. Appeal Rights.

612.8-1. *Decisions of the Comprehensive Housing Division are Final.* All decisions made by the Comprehensive Housing Division in regards to the mortgage programs provided under this law are final decisions and are not subject to appeal.

612.8-2. *Appeal of a Foreclosure.* A mortgagor whose real property has been foreclosed upon may appeal a determination made by the Judiciary in accordance with the Judiciary law and the Rules of Appellate Procedure.

Adopted BC-

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Consider the adoption of resolution titled Defining Comprehensive Housing Division in the Mortgage and Foreclosure Law

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Resolution
2. Statement of Effect
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Councilman

Primary Requestor/Submitter: Jennifer Falck, Director/Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

BC Resolution _____

Defining Comprehensive Housing Division in the Mortgage and Foreclosure Law

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

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

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

WHEREAS, the Oneida Business Committee adopted the Mortgage and Foreclosure law with resolution BC 08-10-16__; and

WHEREAS, the Mortgage and Foreclosure law assigns responsibilities and authorities, including rulemaking authority, to the Comprehensive Housing Division; and

WHEREAS, the Mortgage and Foreclosure law defines the Comprehensive Housing Division as the entity responsible for housing matters specifically related to mortgages and foreclosures as defined by Oneida Business Committee Resolution.; and

NOW THEREFORE BE IT RESOLVED, that for the purposes of the Mortgage and Foreclosure law the Oneida Business Committee hereby defines the Comprehensive Housing Division as the current Division of Land Management.

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Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

Statement of Effect

Resolution: Defining Comprehensive Housing Division in the Mortgage and Foreclosure Law

Summary

This resolution defines the Comprehensive Housing Division, for the purposes of the Mortgage and Foreclosure law, as the Division of Land Management.

Submitted by Krystal L. John, Staff Attorney

Analysis from Legislative Reference Office

The Mortgage and Foreclosure law assigns responsibilities and authorities, including rulemaking authority, to the Comprehensive Housing Division. The Comprehensive Housing Division is under develop as part of the Oneida Business Committee's reorganization, however, has not yet been formally created.

The Mortgage and Foreclosure law assigns responsibilities and authorities to the Comprehensive Housing Division and provides that the Oneida Business Committee shall define that Division by resolution. This allows the law to be implemented immediately and prevents the need for amendments to the law at the time that the Comprehensive Housing Authority is formally created. Accordingly, this resolution defines the Comprehensive Housing Division for the purposes of the Mortgage and Foreclosure law as the Division of Land Management. When the new Comprehensive Housing Division is created, the reference will be required to be updated by Oneida Business Committee resolution, and will not require the law to be amended, which would subject the revision to the Legislative Procedures Act.

Conclusion

Adoption of this Resolution would not conflict with the Nation's laws.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 16

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Consider the adoption of resolution titled Conflict of Interest Policy Emergency Amendments

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Memo
2. Resolution
3. Statement if effect and Legislative Analysis
4. Conflict of Interest Policy

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Councilman

Primary Requestor/Submitter: Jennifer Falck, LRO Director
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:

These amendments are required as a result of HUD audit. See attached memo for more information.

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
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

AGENDA REQUEST FORM

1) Request Date: 7/13/16
2) Contact Person(s): Brandon Stevens Dept: LRO
   Phone Number: _____ Email: _____
3) Agenda Title: Conflict of Interest Policy Emergency Amendments
4) Detailed description of the item and the reason/justification it is being brought before the Committee

   We are tasked to bring forward an emergency amendment for the Conflict of Interest Policy in regards to the HUD Site Monitoring review finding #1. We need to process this request and have it ready within 45 days.

   List any supporting materials included and submitted with the Agenda Request Form

   1) _____ 3) _____
   2) _____ 4) _____

5) Please List any laws, ordinances or resolution that might be affected:

   _____

6) Please List all other departments or person(s) you have brought your concern to:

   _____

7) Do you consider this request urgent? ■ Yes ☐ No

   If yes, please indicate why:

   _____

I, the undersigned, have reviewed the attached materials, and understand that they are subject to action by the Legislative Operating Committee

Signature of Requester:

_____

Please send this form and all supporting materials to:

LOC@oneidanation.org
or
Legislative Operating Committee (LOC)
P.O. Box 365
Oneida, WI 54155
Phone 920-869-4376

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

ONEIDA

Memorandum

TO:	Oneida Business Committee
FROM:	Brandon Stevens, LOC Chairperson
DATE:	July 28, 2016
RE:	Conflict of Interest Policy Emergency Amendments

Please find the following attached backup documentation for your consideration of the Conflict of Interest Emergency Amendments:

1. Resolution: Conflict of Interest Emergency Amendments
2. Statement of Effect: Conflict of Interest Emergency Amendments
3. Conflict of Interest Emergency Amendments (redline)
4. Conflict of Interest Emergency Amendments (clean)

Overview

The attached Resolution will adopt emergency amendments to the Conflict of Interest Policy. Amendments to the Policy are required as a result of a Housing and Urban Development (HUD) audit finding the Oneida Nation Policy was not compliant with the regulation at 2 CFR Section 200.318(c)(1) regarding contracts supported by a Federal award. To address the finding of noncompliance, HUD is requiring the Oneida Nation to provide Eastern Woodland Office of Native American Programs (E/WONAP) with an updated Oneida Nation Conflict of Interest Policy which states no employee, officer, or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest. The Conflict of Interest Policy had been updated to comply with the requirements noted by HUD.

Emergency amendments do not require a public meeting or fiscal impact statement. If adopted, these amendments will become effective immediately and will remain in effect for six months, unless extended or permanently adopted *[See Legislative Procedures Act 16.9-5]*.

Requested Action
Approve the Resolution: Conflict of Interest Policy

A good mind. A good heart. A strong fire.

BC Resolution _____

Conflict of Interest Policy Emergency Amendments

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

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

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

WHEREAS, the Oneida Business Committee adopted the Conflict of Interest Policy through resolution BC-6-10-98-C; and

WHEREAS, the U.S. Department of Housing and Urban Development (HUD) conducted an on-site monitoring review of the Oneida Housing Authority in December 2015 and provided a monitoring report to the Tribal Chairperson on June 21, 2016; and

WHEREAS, HUD found that the Nation's Conflict of Interest Policy was not in compliance with 2 CFR Section 200.318(C)(1) in that the Policy does not include the requirement that no employee, officer or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest; and

WHEREAS, to address this finding, HUD's monitoring report required the Oneida Nation to provide the Eastern/Woodlands Office of Native American Programs (E/WONAP) with an updated Conflict of Interest Policy which states no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest within ninety (90) days after receipt of the Monitoring Report; and

WHEREAS, the Legislative Procedures Act authorizes the Oneida Business Committee to enact legislation on an emergency basis, to be in effect for a period of six (6) months, renewable for an additional six (6) months; and

WHEREAS, emergency amendments to the Conflict of Interest Policy are necessary in order to comply with HUD's requirements in the allotted timeframe and directly affect the preservation of the public health, safety, or general welfare of the reservation population; and

WHEREAS, observance of the adoption requirements under the Legislative Procedures Act for passage of laws and policies would be contrary to public interest; and

NOW THEREFORE BE IT RESOLVED, that the following amendments are hereby adopted on an emergency basis for six (6) months, and shall take effect immediately:

Article III. Definitions

3-2. "Conflict of interest" shall mean any interest, real or apparent, whether it be personal, financial, political, or otherwise, in which a elected official, employee, consultant, or appointed or elected member of any board, committee or commission, or their immediate relatives, friends or associates, or any other person with whom they have contact, have that conflicts with any right of the Oneida Tribe to property, information, or any other right to own and operate activities free from undisclosed competition or other violation of such rights of the Oneida Tribe. In addition, conflict of interest also means any financial or familial interest an elected official, employee, consultant, or appointed or elected member of any board, committee or commission, or their immediate relatives may have in any transaction between the Oneida Tribe and an outside party.

Article V. Penalties for Non-Disclosure of a Conflict of Interest

…

Article VI. Prohibited activities resulting from a Conflict of Interest

6-1. When a conflict of interest exists, no employee, officer or agent may participate in:

a. the selection, award, or administration of a contract supported by a Federal award; and/or

b. any other prohibited activities identified in any other law, policy or rule of the Oneida Nation.

6-2. In the event arrangements are made to alleviate or mitigate the conflict of interest, it may become permissible for a party to participate under 6-1.b. at the discretion of the division director and to the extent permitted any applicable law, policy or rule, however, in all circumstances, such parties remain prohibited from participating under 6-1.a.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

Statement of Effect

Conflict of Interest Policy Emergency Amendments

Summary

This Resolution adopts emergency amendments to the Conflict of Interest Policy (COI) to comply with the Housing and Urban Development (HUD) finding of noncompliance. The finding requires an update of the COI which states "no employee, officer, or agent may participate in the selection, award or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest". The update triggered additional modifications to the COI as noted below.

Submitted by Patricia M. Stevens Garvey, Staff Attorney

Analysis from Legislative Reference Office

This Resolution adopts emergency amendments to the Conflict of Interest Policy (COI), which was adopted through resolution BC-6-10-98-C. This Policy requires employees and officials to disclose conflicts of interest to the Oneida Nation. HUD found the COI fails to require employees and officials that disclose potential conflicts of interest to be excluded from decision making capacity. In addition, HUD determined the Oneida Nation Code of Ethics includes requirements for government officials to disqualify themselves when their action or inaction may be reasonably questioned for reasons including personal bias and individual or family financial interest. However, HUD found, the Code of Ethics is not sufficient to ensure compliance with the conflict of interest requirements in the procurement regulations. Specifically, HUD concluded, the Code of Ethics provides an exception through which the Oneida Nation may waive and employee's conflict of interest after disclosure, but 2 CFR Section 200.318(c) does not recognize such an exception.

The regulation at 2 CFR Section 200.318(c)(1) requires a non-Federal entity to maintain written standards of conduct covering conflicts of interest and governing the actions of its employees engaged in the selection, award and administration of contracts. The proposed emergency amendments to this Law would specifically nullify the exception, noted in the Code of Ethics, in contracts supported by a Federal award and cure the noncompliance finding in the HUD Monitoring Report. The updated language in the COI states "no employee, officer, or agent may participate in the selection, award, or administration of a contract supported by a Federal award if he or she has a real or apparent conflict of interest."

The "real or apparent" language was added to the definition of Conflict of Interest in section 3-2 of the COI. A new Article VI was added and titled "Prohibited activities resulting from a Conflict of Interest." Section 6.1.a. includes the updated language required for compliance required by the HUD Monitoring Report.

A good mind. A good heart. A strong fire.

Section 16.9-5 of the Legislative Procedures Act (LPA) allows the Oneida Business Committee to take emergency action where it is "necessary for the immediate preservation of the public health, safety or general welfare of the reservation population" and when "enactment or amendment of legislation is required sooner than would be possible under the" LPA. Through the Resolution, the Oneida Business Committee has issued a finding of an emergency and has stated the necessity for approving emergency amendments to this Law in order to comply with the timeframe that HUD has provided for correcting the COI's noncompliance with the CFR.

Conclusion

Adoption of this Resolution would not conflict with Tribal law.

Draft # 1
2016 08 03

Conflict of Interest Policy
Emergency Amendments

Analysis by the Legislative Reference Office					
Title	Conflict of Interest Policy (emergency amendments)				
Sponsor	Brandon Stevens	**Drafter**	Patricia M. Garvey	**Analyst**	Maureen Perkins
Requester & Reason for Request	Oneida Business Committee U.S. Housing and Urban Development (HUD) Onsite Monitoring Review dated June 12, 2016 finding #1 required change.				
Purpose	This Policy shall be interpreted to prevent the use of inside information by which such use would be to the detriment of the Oneida Tribe *[see 4-1].*				
Authorized/ Affected Entities	This Policy shall apply to employees, consultants, members of boards, committees and commissions, officers of the Oneida Tribe or any other persons with whom they may be associated in personal, marital, business, financial or other relationships *[see 4-2(a)]*.				
Related Legislation	Investigative Leave Policy; Personnel Policies and Procedures; Removal Law; Comprehensive Policy Governing Boards, Committees and Commissions; Attorney Contract Policy; Code of Ethics				
Enforcement & Due Process	Employees found to be in violation of conflicts of interest shall be suspended without pay pending a complete investigation and terminated where evidence identifies that an undisclosed conflict exists or existed *[see 5-1].* Members of boards, committees and commissions may be either removed pursuant to the Removal Law for elected officials or have their appointment terminated by the Oneida Business Committee pursuant to the law governing board, committees and commissions for appointed officials *[see 5-2].* Entities or persons who do not disclose conflicts may be subject to termination of their contracts *[see 5-3].*				
Public Meeting Status	A public meeting is not required for emergency legislation.				

Overview

The Conflict of Interest Policy identifies the individuals covered by the policy, facilitates disclosure of information that may help identify conflicts of interest, and specifies procedures to be followed in managing conflicts of interest. A conflict of interest arises when employees, consultants, appointees, officials and all others who may have access to information or materials that are confidential, may in any way benefit from a decision he or she could make, including indirect benefits such as to family members or businesses with which the person is closely associated.

Amendments to this policy are required to satisfy an audit by the U.S. Department of Housing and Urban Development dated June 12, 2016 in order to bring the Oneida Nation into compliance with HUD requirements within 90 days.

Proposed Emergency Amendments

Amendments to this policy are required to satisfy HUD's required language.

- The term "conflict of interest" was updated in the law to include potential or perceived conflicts and to include financial or familial interest regarding any transaction between the Oneida Tribe and an outside party:
  - Real or apparent was added to section 3-2
  - In addition, conflict of interest also means any financial or familial interest an elected official, employee, consultant, or appointed or elected member of any board, committee or commission, or their immediate relatives may have in any transaction between the Oneida Tribe and an outside party *[see 3-1]*.
- The Penalties section was updated to clarify that penalties are for non-disclosure of a conflict of interest *[see Article V]*.
- Prohibited activities resulting from a conflict of interest section was added *[see Article VI]*.
  - Prohibits anyone with a conflict of interest from participating in the selection, award, or administration of a contracted supported by a Federal award in all circumstances *[see 6-1(a) and 6-2]*.
  - Prohibits anyone with a conflict of interest from participating in any other prohibited activities identified in any other law, policy or rule of the Oneida Nation, except where other arrangements are made and at the discretion of the Division Director [see 6-1(b)].

Other

- There is no conflict between the proposed Conflict of Interest Policy emergency amendments and the Oneida Code of Laws.
- This policy provides the basic language applicable to all other laws regarding conflict of interest. Several other Oneida laws contain language regarding conflict of interest that applies beyond this law; however, that language applies in those specific situations detailed within those other laws.
  - Comprehensive Policy Governing Boards, Committees and Commissions *[see Article XIII]*
  - Code of Ethics *[see 3.3-3(a)(2) and 3.3-6 and 3.4-5(a) and 3.5-3(a)(6) and 3.5-3(b)(2) and 3.5-3(d)(5)(A)]*
  - Attorney Contract Policy *[see 5-2(b) and 5-3]*

Conflict of Interest Policy

Article I. Purpose and Policy
Article II. Adoption, Amendment, Repeal
Article I. General
Article V. Penalties
Article VI. Exceptions

Article I. Purpose and Policy

1-1. The Oneida Tribe desires that all employees, consultants, appointees, officials and all others who may have access to information or materials that are confidential or may be used by competitors of the Oneida Tribe's enterprises or interests be subject to specific limitations to which such information and materials may be used in order to protect the interests of the Oneida Tribe.

1-2. The Oneida Tribe asserts its proprietary rights to client lists, trade secrets and any other confidential data generated, developed or commissioned for the Oneida Tribe in the course of an employee's duties and responsibilities and that all employees, and prospective employees, be made aware of their obligation to uphold such rights.

1-3. The Oneida Tribe asserts that no persons who work for the Oneida Tribe or are responsible for safeguarding its interests nor their relatives, associates, partners, or anyone connected with such persons should in any way benefit against or in competition with the Oneida Tribe's interests without full and complete prior disclosure to the Oneida Tribe.

Article II. Adoption, Amendment, Repeal

2-1. This Policy is adopted by the Oneida Business Committee by Resolution é BC-6-10-98-C.

2-2. This Policy may be amended pursuant to the procedures set out in the Oneida Administrative Procedures Act by the Oneida Business Committee or the Oneida General Tribal Council.

2-3. Should a provision of this Policy or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this Policy which are considered to have legal force without the invalid portions.

2-4. All other Oneida laws, policies, regulations, rules, resolutions, motions and all other similar actions which are inconsistent with this Policy are hereby superseded unless specifically re-enacted after adoption of this Policy. Specifically, the following resolutions are superseded by this Policy:

a. Resolution é BC-9-28-90-A, and
b. Resolution é BC-9-27-90-E.

Article III. Definitions

3-1. This article shall govern the definitions of words as phrases as used herein. All words not defined herein shall be used in their ordinary and everyday sense.

3-2. "Conflict of interest" shall mean any interest, real or apparent, whether it be personal, financial, political, or otherwise, in which a elected official, employee, consultant, or appointed or elected member of any board, committee or commission, or their immediate relatives, friends or associates, or any other person with whom they have contact, have that conflicts with any right of the Oneida Tribe to property, information, or any other right to own and operate activities free from undisclosed competition or other violation of such rights of the Oneida Tribe.

In addition, conflict of interest also means any financial or familial interest an elected official, employee, consultant, or appointed or elected member of any board, committee or commission, or their immediate relatives may have in any transaction between the Oneida Tribe and an outside party.

3-3. "Third party agreement" shall mean any agreement with the Pharmacy in which an insurance provider agrees to reimburse the Pharmacy for drugs and supplies sold to subscribers of a valid health plan of that insurance provider.

Article I. General.

4-1. *Purpose.* This Policy shall be interpreted to prevent the use of inside information by which such use would be to the detriment of the Oneida Tribe.

4-2. *Scope.*

a. This Policy shall apply to employees, consultants, members of boards, committees and commissions, officers of the Oneida Tribe or any other persons with whom they may be associated in personal, marital, business, financial or other relationships.

b. Under the protection of this Policy are the resources of the Oneida Tribe, its enterprises, programs, business interests, financial information, trade secrets and any other information that could be used against the Oneida Tribe or those duly authorized to represent its interests.

4-3. *Amendment of Documents.* The following documents shall be amended as required in order to implement this Policy:

a. Personnel Policies and Procedures for employees.

1. Prospective employees will be asked whether or not they have any conflicts of interest as defined in this Policy.

2. Current employees will be asked to disclose existing conflicts of interest, if any.

b. Persons or entities contracting with the Oneida Tribe must include a provision reciting the prohibition against undisclosed conflicts of interest.

c. All members of boards, committees and commissions shall be informed in writing by the Tribal Secretary of the existence of this Policy.

4-4. *Forms.* Forms shall be prepared upon which disclosures of conflicts which exist may be listed and returned to the Oneida Business Committee for action as indicated in this Policy. The Oneida Law Office shall be responsible for creating a standard form and any specialized forms required by this Policy.

Article V. Penalties for Non-Disclosure of a Conflict of Interest

5-1. *Employees.* Employees found to be in violation of conflicts of interest shall be suspended without pay pending a complete investigation and terminated where evidence identifies that a undisclosed conflicts exists or existed. This investigation must be concluded within seven (7) days of the suspension, after which the terminated employee shall have the same rights of appeal as all other employees pursuant to procedures set forth in the Personnel Policies and Procedures.

5-2. *Boards, Committees and Commissions.* Members of boards, committees and commissions may be either removed pursuant to the Removal Law for elected officials or have their appointment terminated by the Oneida Business Committee pursuant to the law governing board, committees and commissions for appointed officials.

5-3. *Contracts.* Entities or persons who do not disclose conflicts may be subject to termination

of their contracts.

Article VI. Prohibited activities resulting from a Conflict of Interest

6-1. When a conflict of interest exists, no employee, officer or agent may participate in:

a. the selection, award, or administration of a contract supported by a Federal award; and/or

b. any other prohibited activities identified in any other law, policy or rule of the Oneida Nation.

6-2. In the event arrangements are made to alleviate or mitigate the conflict of interest, it may become permissible for a party to participate under 6-1.b. at the discretion of the division director and to the extent permitted any applicable law, policy or rule, however, in all circumstances, such parties remain prohibited from participating under 6-1.a.

Article VII. Exceptions

~~6~~7-1. Exemptions to this Policy are for the purpose of excluding activities of the Oneida Tribe for which no conflict of interest can exist. These activities generally occur when the Oneida Tribe is acting as a provider of services for which another will be making payments or reimbursing costs of providing the services. Exemptions must be specifically identified within this Article.

~~6~~7-2. *Pharmacy*. This exemption shall be designed to relieve the Pharmacy and insurance providers from the requirements of the Conflict of Interest Policy while recognizing the unique relationship between the Pharmacy and insurance providers in third party payment agreements where no proprietary information of the Oneida Tribe is provided to the insurance providers, and there is little or no opportunity for a conflict of interest between the insurance providers and the Oneida Tribe. This exemption shall be designed to increase the attractiveness of the Pharmacy to subscribers of multiple insurance providers. This exemption shall apply solely to insurance providers seeking to enter into third party payment agreements with the Pharmacy.

End.

Adopted - BC-6-10-98-C
Emergency Amendment - BC-4-12-06-JJ
Amended - BC-9-27-06-E (adoption of emergency amendments)

Conflict of Interest Policy

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c. All members of boards, committees and commissions shall be informed in writing by the Tribal Secretary of the existence of this Policy.

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7-2. *Pharmacy.* This exemption shall be designed to relieve the Pharmacy and insurance providers from the requirements of the Conflict of Interest Policy while recognizing the unique relationship between the Pharmacy and insurance providers in third party payment agreements where no proprietary information of the Oneida Tribe is provided to the insurance providers, and there is little or no opportunity for a conflict of interest between the insurance providers and the Oneida Tribe. This exemption shall be designed to increase the attractiveness of the Pharmacy to subscribers of multiple insurance providers. This exemption shall apply solely to insurance providers seeking to enter into third party payment agreements with the Pharmacy.

End.

Adopted - BC-6-10-98-C
Emergency Amendment - BC-4-12-06-JJ
Amended - BC-9-27-06-E (adoption of emergency amendments)

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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:

Acceot LOC minutes of July 6, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. July 6, 2016 LOC minutes
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Council Member

Primary Requestor/Submitter: Jennifer Falck, Director/Legislative Reference Office
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 AGENDA
Business Committee Conference Room-2nd Floor Norbert Hill Center
July 6, 2016 9:00 a.m.

Present: Brandon Stevens, Tehassi Hill, David P. Jordan
Excused: Jennifer Webster, Fawn Billie
Others Present: Taniquelle Thurner, Maureen Perkins, Doug McIntyre, Krystal John, Rae Skenandore, Dale P. Wheelock, Scott Denny, Cathy Metoxen, Bonnie Pigman, Elena Hill, Michelle Mays, Mike Debraska, Nancy Barton, Trina Schuyler

I. Call to Order and Approval of the Agenda

Brandon Stevens called the July 6, 2016 Legislative Operating Committee meeting to order at 9:02 a.m.

Motion by Tehassi Hill to adopt the agenda with the addition of the Membership Ordinance Emergency Amendments and the deletion of the Community Support Fund, deferring this item to the next LOC meeting; seconded by David P. Jordan. Motion carried unanimously.

II. Minutes to be approved

1. **June 15, 2016 LOC Meeting Minutes**
   Motion by David P. Jordan to approve the June 15, 2016 LOC meeting minutes; seconded by Tehassi Hill. Motion carried unanimously.

III. Current Business

1. **Eviction and Termination** *(13:30-15:50)*
   Motion by Tehassi Hill to accept the legislative analysis for the Eviction and Termination law and to approve the public meeting packet which schedules a public meeting for August 4, 2016; seconded by David P. Jordan. Motion carried unanimously.

2. **Fitness for Duty** *(15:55-20:15)*
   Motion by Tehassi Hill to accept the Fitness for Duty law public meeting comments and defer review of the comments to a work meeting; seconded by David P. Jordan. Motion carried unanimously.

3. **Petition: Debraska – Per Capita Distribution** *(20:20-26:26)*
   Motion by David P. Jordan to accept the statement of effect update memorandum and to forward it to the Oneida Business Committee; seconded by Tehassi Hill. Motion carried unanimously.

~~4. **Community Support Fund Amendments**~~ *(item deleted at adoption of agenda)*

5. **Rules of Administrative Procedure** *(26:39-27:56)*
   Motion by Tehassi Hill accept the memorandum as FYI and defer the Rules of Administrative Procedure back to the sponsor to bring back when ready; seconded by David P. Jordan. Motion carried unanimously.

6. **Garnishment Law Amendments** *(27:58-49:34)*
   Motion by Tehassi Hill to accept the second public meeting comments regarding the Garnishment law amendments and include the term Oneida Entity; seconded by David P. Jordan. Motion carried unanimously.

   Note: Oneida Entity shall be defined as a department, board, committee, commission or chartered corporation of the Nation or the Judiciary.

7. **Per Capita Law Amendments** *(49:38-1:10:13)*
   Motion by Tehassi Hill to accept the public meeting comments regarding the Per Capita law amendments from the May 19, 2016 and June 16, 2016 public meetings and direct desired changes; seconded by David P. Jordan. Motion carried unanimously.

   Note: Directed change: remove the word automatic from section 9.6-1(d)(1)(C)(i).

IV. New Submissions

V. Additions

1. **Membership Ordinance Emergency Amendments** *(1:10:25-1:36:25)*
   Motion by David P. Jordan to add the Membership Ordinance Emergency Amendments to the Active Files List and direct the Legislative Reference Office to schedule a work meeting with the Oneida Business Committee within two weeks and to bring this item back to the next LOC meeting; seconded by Tehassi Hill. Motion carried unanimously.

VI. Administrative Updates

VII. Executive Session

VIII. Recess/Adjourn

Motion by Tehassi Hill to adjourn the July 6, 2016 Legislative Operating Committee meeting at 10:40 a.m.; seconded by David P. Jordan. Motion carried unanimously.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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:

Acceot LOC minutes of July 20, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. July 20, 2016 LOC minutes
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Council Member

Primary Requestor/Submitter: Jennifer Falck, Director/Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES

Business Committee Conference Room-2nd Floor Norbert Hill Center
July 20, 2016 9:00 a.m.

Present: Brandon Stevens, David P. Jordan, Jennifer Webster, Fawn Billie
Excused: Tehassi Hill
Others Present: Jennifer Falck, Taniquelle Thurner, Maureen Perkins, Krystal John, Danelle Wilson, Rae Skenandore, Cathy L. Metoxen, Jeri Bauman

** note: Due to an error with the audio equipment this meeting was not recorded.*

I. Call to Order and Approval of the Agenda

Brandon Stevens called the July 20, 2016 Legislative Operating Committee meeting to order at 9:02 a.m.

Motion by David P. Jordan to adopt the agenda with the deletion of 3.1 Community Support Fund Amendments and 4.1 Drug and Alcohol Free Workplace Emergency Amendments and the addition of 5.1 Garnishment Amendments and 5.2 Membership Ordinance Emergency Amendments; seconded by Fawn Billie. Motion carried unanimously.

II. Minutes to be approved

1. **July 6, 2016 LOC Meeting Minutes**
   Motion by David P. Jordan to approve the July 6, 2016 LOC meeting minutes; seconded by Jennifer Webster. Motion carried unanimously.

III. Current Business

1. **Mortgage and Foreclosure**
   Motion by David P. Jordan to accept the Mortgage and Foreclosure public comments and direct the Legislative Reference Office to prepare an adoption packet; seconded by Jennifer Webster. Motion carried unanimously.

2. **Back Pay Amendments**
   Motion by David P. Jordan to approve a change in policy changing the formula to use average hours instead of average earnings and approve alternative 2 from the LOC memo, adding a definition for "immediately prior"; seconded by Jennifer Webster. Motion carried unanimously.

3. ~~**Community Support Fund Amendments**~~ *(item deleted at adoption of agenda)*

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4. **Petition: Debraska – Per Capita Distribution**
   Motion by Fawn Billie to accept the statement of effect for Petition-Debraska Per Capita Distribution and forward to the Oneida Business Committee; seconded by David P. Jordan. Motion carried unanimously.

IV. New Submissions

~~1. **Drug and Alcohol Free Workplace Policy Emergency Amendments**~~ *(item deleted at adoption of agenda)*

V. Additions

1. **Garnishment Law Amendments**
   Motion by Jennifer Webster to accept the fiscal impact statement, approve the adoption packet for the Garnishment law Amendments and forward adoption packet to the Oneida Business Committee for consideration; seconded by David P. Jordan**.** Motion carried unanimously.

2. **Membership Ordinance Emergency Amendments**
   Motion by Jennifer Webster to remove the emergency status of the Membership Ordinance Emergency Amendments, accept the update memo and forward to the Oneida Business Committee as FYI; seconded by Fawn Billie. Motion carried unanimously.

VI. Administrative Updates

VII. Executive Session

VIII. Recess/Adjourn

Motion by David P. Jordan to adjourn the July 6, 2016 Legislative Operating Committee meeting at 10:00 a.m.; seconded by Fawn Billie. Motion carried unanimously.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 16

2. General Information:

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

Agenda Header: Standing Committees

☐ Accept as Information only

☒ Action - please describe:

Please review the Employment law memo and direct as to how to proceed with presenting the Employment law and handbook to the General Tribal Council.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Employment law memo
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Council Member

Primary Requestor: Submitted by: Maureen Perkins, Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

HANDOUT

TO: Oneida Business Committee
FROM: Brandon Stevens, LOC Chairperson
DATE: August 10, 2016
Re: Employment Law GTC Special Meeting Date

Employment Law Background

As the sponsor of the Employment law, I have been working hard with the LOC to keep the Employment as one of the LOC's top priorities. In getting to this point, we have done extensive public outreach to hear our employment base's direct concerns by holding 23 meetings throughout the organization reaching nearly 500 employees, which represented all levels of our workforce, from the frontline to upper management. We used these conversations to present a law that incorporates the concerns our employees identified regarding application, process, clarity and implementation. As we continued to update the law based on feedback received we tracked the laws progress on the website providing a redline of version of each draft and a brief explanation of each draft's major revisions. Further, because of the nature of this law and its impact, each comment received by telephone or in writing outside of the public meeting process was responded to individually. In addition we have made publications in the Kali presenting and updating information on the purpose, intent and effect of the Employment law.

We have provided Employment law binders to all Oneida Business Committee members and support staff to solicit feedback on various occasions. The complete binders including the Employment law, Employee Handbook, supporting legislation and Employment law publications was first distributed on October 20, 2015, with two subsequent updates, most recently on June 1, 2016. The version distributed on June 1, 2016 was a final version pending Oneida Business Committee input. We met with the OBC on June 3rd and June 15th and reviewed the comments and discussion from these meetings. No further comments were received outside of these meetings. Based on feedback from meetings conducted with the OBC a few revisions have been incorporated into the law and handbook which is available online. We now have a final version that we are ready to present to the General Tribal Council for its consideration.

We have received a great show of support and appreciation for all of the public outreach that has surrounded this law. While this sort of outreach and communication may be a benefit to all laws being drafted or amended, the amount of work involved would be far beyond the time constraints of the limited staff on the Legislative Reference Office. That being said, we are committed to keeping the public outreach initiative related to the Employment law going strong. Now that the Employment law has been scrutinized and commented upon by the employment base and the Oneida Business Committee, we are beginning to hold informational meetings for the community at large, as the majority of General Tribal Council members are not employees of the Nation. So far, we have the following meetings scheduled:

- August 4th – 5:00 – 6:30 P.M. – Norbert Hill Center, Business Committee Conference Room

- August 18th – 5:00 – 6:30 P.M. – Norbert Hill Center, Business Committee Conference Room
- September 7th – 5:00 – 6:30 P.M. – Norbert Hill Center, Business Committee Conference Room

Moving forward, we plan to continue holding two informational community meetings per month at various locations and times until the Employment law is presented to the General Tribal Council for its consideration. These information meetings with the community at large should help facilitate a meaningful conversation with the General Tribal Council.

Requested Action

The ideal presentation of the Employment law would be to present it on an informational basis first at a meeting where the Employment law is the sole topic, similar to the first presentation of the Oneida Judiciary. The Constitution provides that, absent General Tribal Council direction, the chairperson is the only party able to call a special meeting of the General Tribal Council. Accordingly, I am requesting that the Oneida Business Committee select from one of the following two options for scheduling a special meeting to present the Employment law to General Tribal Council.

Option 1: Chairwoman to Call Special Meeting for Presentation of the Employment law.
Article III, Section 6 provides that the chairperson may call a special meeting. If the Chairwoman agrees to call a special meeting for presenting the Employment Law to the General Tribal Council, we could begin with the scheduling and notice of that meeting right away, which would be ideal.

Option 2: Solicit General Tribal Council Direction to Call a Special Meeting for Presenting the Employment Law.
If the Chairwoman declines to schedule a special meeting for presenting the Employment law to the General Tribal Council, I request permission to provide a short update on the Employment law as part of the Legislative Operating Committee's Semi-Annual Report at the meeting scheduled for the first week of September. As part of this update, I will request GTC to direct the Oneida Business Committee as to how it would like the Employment law information presented, with a recommendation to call a special meeting. The Employment law is included in the LOC's Semi-Annual Report on page 13 of the report book noting that a public meeting has been held for the Employment law. Accordingly, the topic of the Employment law and the LOC's legislation in general does meet the applicable notice requirements.

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ONEIDA

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 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:

Review the certified Marriage Fee Schedule Rule and Marriage Fine Schedule Rule

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☐ Other:

1. certified rules
2. certification packet
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, Councilman

Primary Requestor/Submitter: Jennifer Falck, Director/Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

The LOC certified the Marriage License Fee Schedule Rule and the Marriage License Fine Schedule rule at its August 3, 2016 meeting, in accordance with the Administrative Rulemaking Law. The Business Committee now has an opportunity to review the certified rules.

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
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

TO: Legislative Operating Committee
FROM: Jen Falck, LRO Director
RE: Marriage Law Rule Certification
DATE: July 27, 2016

The Licensing Department has submitted two rules for certification in compliance with the Administrative Rulemaking law.

Background
The Rulemaking law was adopted by the Business Committee on February 24, 2016. The law set forth a process for authorized agencies to develop rules.

Marriage Law Rules
The Marriage Law Rules are the first rules that the LOC will be reviewing for certification.
The Licensing Department has developed two sets of rules.

1. Marriage License Fee Schedule- a rule that sets a fee schedule for marriage licenses
2. Marriage Law Fine Schedule- a rule that sets a fine schedule for violations of the Marriage Law.

Public Meetings
Public meetings were held on June 16, 2016 and June 23, 2016. The public comment period was open until July 7, 2016. No public comments were received on either rule.

LOC Certification
The next step is to have the LOC certify that the promulgation of the rules comply with the requirements of the Administrative Rulemaking Law.

The agency has submitted a certification packet to the LOC which includes the following content;

- ✓ **1. The draft proposed rule(s)**

- ✓ **2. A memo from the Agency to the LOC with the following contents;**
- ✓ Timeline of dates that each rulemaking requirement was completed;
- ✓ Date the public meeting was posted
- ✓ Date the public meeting(s) was held

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- ✓ Date the public comment period closed

- ✓ **3. Supporting Documentation;**
- ✓ The Kaliwisaks public meeting notice with date it was published
- ✓ If the Agency is not a board, committee or commission, a memo from the Agency's highest level of management-approving the proposed Rule.

- ✓ **4. The Summary Report that was submitted for public meeting;**
- ✓ A reference to the law that the proposed Rule interprets, along with a list of any other related laws or rules that may be affected by the proposed Rule;
- ✓ Brief summary of the proposed Rule and any changes made to the proposed Rule based on the public comment period required by Section 17.6 hereof, if applicable;
- ✓ Statement of Effect
- ✓ Financial Analysis

- ✓ **5. A memo from the Agency to the LOC with the following contents;**
- ✓ All the written and spoken comments that were received during the public comment period and the Agency's responses to each comment.
- ✓ The date the Rule will go into effect.

If the LOC is unable to certify the rules- they will be returned to the agency with specific feedback about what was not fulfilled.

If the rules are certified, they will be sent to the Business Committee, along with the summary report and the agency's memo discussing the public comments, or lack thereof.

Business Committee Review
The Business Committee will review the certified rule(s) and the supporting documents. If the Business Committee has concerns or requests revisions, the agency will need to work with the Business Committee to address those concerns.

Unless the Business Committee repeals the rule- the rule will remain in effect while the agency and Business Committee work together to amend the rule.

Effective Dates
The agency will determine a rule's effective date, but it must be after LOC certification is completed.

Requested Action

Review the submission to determine whether the requirements of the Administrative Rulemaking Law have been met.

If the requirements have been met, take action to forward to the Business Committee for review.

OR

Return the rule(s) to the authorizing agency with specific feedback about changes. The authorizing agency may then resubmit a certification packet.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

ONEIDA

1) Request Date: 7/27/16
2) Contact Person(s): Tonya Webster
   Dept: Licensing
   Phone Number: 496-5311 Email: twebster@oneidanation.org
3) Agenda Title: Marriage License Rules
4) Detailed description of the item and the reason/justification it is being brought before the Committee
   To be in Compliance with the Rule Making Process.

List any supporting materials included and submitted with the Agenda Request Form

1) (3) Memo's
2) Proposed Rules
3) Public Meeting Notice
4) Financial Analysis & Statement of affect.

5) Please List any laws, ordinances or resolution that might be affected:
   Marriage License Ordinance
6) Please List all other departments or person(s) you have brought your concern to:
7) Do you consider this request urgent? ☒ Yes ☐ No
   If yes, please indicate why:
   Until the new application fee is enforced The Oneida Nation is loosing Revenue.

I, the undersigned, have reviewed the attached materials, and understand that they are subject to action by the Legislative Operating Committee

Signature of Requester:

Please send this form and all supporting materials to:

LOC@oneidanation.org
or
Legislative Operating Committee (LOC)
P.O. Box 365
Oneida, WI 54155
Phone 920-869-4376

Draft 1
2016 06 16

MARRIAGE LAW
Rule No. 1 – Marriage License Fee Schedule

1.1 Purpose and Effective Date
1.1-1. *Purpose.* The purpose of this rule is to establish a fee schedule for marriage licenses under the Marriage Law.
1.1-2. *Delegation.* The Marriage Law delegated the Oneida Licensing Department rulemaking authority pursuant to the Administrative Rulemaking law.

1.2. Adoption and Authority
1.2-1. This rule was adopted by the _____ in accordance with the procedures of the Administrative Rulemaking law.
1.2-2. This rule may be amended or repealed by the _____ pursuant to the procedures set out in the Administrative Rulemaking law.
1.2-3. Should a provision of this rule or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this rule which are considered to have legal force without the invalid portions.
1.2-4. In the event of a conflict between a provision of this rule and a provision of another rule, internal policy, procedure, or other regulation; the provisions of this rule control.
1.2-5. This rule supersedes all prior rules, regulations, internal policies or other requirements relating to the Marriage Law.

1.3. Definitions
1.3-1. This section governs the definitions of words and phrases used within this rule. All words not defined herein are to be used in their ordinary and everyday sense.
(a) "Department" means the Licensing Department.

1.4. Fees
1.4-1. The following list identifies the various fees that are, or may be, applicable to acquiring a marriage license:
(a) *Filing fee.* A standard filing fee for a marriage license. This fee amount shall be one hundred dollars ($100).
(b) *Waiver fee.* A fee for the waiver of the initial waiting period. This fee amount shall be twenty-five dollars ($25).
(c) *Correction fee.* A fee for correcting a marriage license application after it has been submitted to the Department. This fee amount shall be ten dollars ($10).
1.4-2. All fees shall be paid to the Department.

End.

Original effective date:

MARRIAGE LAW
Rule No. 1 – Marriage License Fee Schedule

Summary Report

Name of rule:	Marriage License Fee Schedule	
Interprets:	Marriage Law, section 71.5-1	
Rule number	Rule No. 1	
Affected laws/rules:	None	
Brief Summary:	The rule is to establish a new fee schedule for marriage licenses.	
Statement of Effect:	Attached.	
Financial Analysis:	**Description**	**Dollar Amount**
Startup Costs	Included in FY '16 budget	$0
Personnel	Existing	$0
Office	No additional space required	$0
Documentation Costs	Estimated annual cost	($1,500)
An estimate of the amount of time necessary for an individual or Agency to comply with the Rule after implementation.	Immediately	
Other, please explain	Estimated increased revenue utilizing 102 marriage licenses at the $100 annually. Other fees are indeterminate.	$10,200
Total	**Net revenue annually**	**$8,700**

Oneida Nation
Legislative Reference Office

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

Statement of Effect
MARRIAGE LAW
Rule 1 – Marriage License Fee Schedule

Summary

This rule provides a new fee schedule for acquiring marriage licenses under the Marriage Law.

By Douglass A. McIntyre, Staff Attorney, Legislative Reference Office

Analysis from Legislative Reference Office

This proposed rule provides a new fee schedule for acquiring marriage licenses under the Marriage Law. This authority is delegated to the Oneida Licensing Department through section 71.5-1 of the Marriage Law. The rule sets the following fees:

- *Standard fee.* A standard filing fee for a marriage license. This fee amount shall be one hundred dollars ($100).
- *Waiver fee.* A fee for the waiver of the initial waiting period. This fee amount shall be twenty-five dollars ($25).
- *Correction fee.* A fee for correcting a marriage license application after it has been submitted to the Department. This fee amount shall be ten dollars ($10).

The current fee schedule was set through resolution by the Oneida Business Committee on May 11, 2016. With the recent amendments to the Marriage Law, the Oneida Licensing Department has been given rulemaking authority to establish a new fee schedule. The Department is proposing that the current fee schedule be replaced with the fee schedule found in the proposed rule. Both have been placed into the following chart for easy reference:

	Current Fee Schedule	Proposed Rule Fee Schedule
Standard Fee	$50	$100
Waiver Fee	$25	$25
Amendment Fee (the name is changed to "Correction fee" under the proposed rule	$10	$10

There are two changes from the proposed and current fee schedules. First, the proposed rule would make a name change of the "Amendment fee" to a "Correction fee". This would only be a change in the name as the purpose would remain the same. Second, the proposed rule would increase the Standard fee from the current amount of fifty dollars ($50) to one-hundred dollars ($100). The Department has provided several reasons for this decision;

- to cover some of the costs of staff time;
- to cover the cost of processing the licenses; and
- to make the cost comparable to the cost of a license under the State.

The Department reports that only a handful of Wisconsin counties have a fifty dollar ($50) fee and that most of the counties have a fee ranging from eighty dollars ($80) to one-hundred dollars ($100). The proposed fee is less than the one-hundred and fifteen dollar ($115) cost for Brown County.

The proposed rule is within the authority delegated from the Marriage Law. The proposed rule has no effect on any other law or rules. A public meeting is currently scheduled for June 16, 2016.

Conclusion

There are no legal bars to adopting the rule.

Draft 1
2016 06 16

MARRIAGE LAW
Rule No. 2 - Marriage Law Fine Schedule

2.1 Purpose and Effective Date
2.1-1. *Purpose.* The purpose of this rule is to establish the fines for violations of the Marriage Law.
2.1-2. *Delegation.* The Marriage Law delegated the Oneida Licensing Department rulemaking authority pursuant to the Administrative Rulemaking law.

2.2. Adoption and Authority
2.2-1. This rule was adopted by the _____ in accordance with the procedures of the Administrative Rulemaking law.
2.2-2. This rule may be amended or repealed by the _____ pursuant to the procedures set out in the Administrative Rulemaking law.
2.2-3. Should a provision of this rule or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this rule which are considered to have legal force without the invalid portions.
2.2-4. In the event of a conflict between a provision of this rule and a provision of another rule, internal policy, procedure, or other regulation; the provisions of this rule control.
2.2-5. This rule supersedes all prior rules, regulations, internal policies or other requirements relating to the Marriage Law.

2.3. Definitions
2.3-1. This section governs the definitions of words and phrases used within this rule. All words not defined herein are to be used in their ordinary and everyday sense.
(a) "Department" means the Licensing Department.
(b) "Officiating person" means the person or persons who perform the marriage ceremony.

2.4. Fines
2.4-1. A person who knowingly violates the Marriage Law may be penalized as follows:
(a) Any person who swears to a false statement to obtain a marriage license or to help another obtain a marriage license shall be fined no less than five hundred dollars ($500.00).
(b) Any person who is not an officiating person under the Marriage Law who solemnizes a marriage ceremony shall be fined no less than one hundred dollars ($100.00).
(c) The parties to a marriage and/or the officiating person(s) of a marriage conducted without a valid marriage license or without the presence of two (2) competent adult witnesses shall be fined no less than one hundred dollars ($100.00).
(d) Any person who goes to another jurisdiction to avoid this law and contracts a marriage prohibited under this law shall be fined no less than five hundred dollars ($500.00).
(e) Any person who violates any other provision of this law shall be fined no less than one hundred dollars ($100.00).
2.4-2. All fines shall be paid to the Department.

End.

Original effective date:

MARRIAGE LAW
Rule No. – Marriage Law Fine Schedule

Summary Report

Name of rule:	Marriage Law Fine Schedule	
Interprets:	Marriage Law, section 71.7-1	
Rule number	Rule No. 2	
Affected laws/rules:	None	
Brief Summary:	The rule is to establish a fine schedule for violation of the Marriage Law.	
Statement of Effect:	Attached.	
Financial Analysis:	**Description**	**Dollar Amount**
Startup costs	Included in FY '16 budget	$0
Personnel	Existing personnel	$0
Office	No additional space needed	$0
Documentation costs	No additional costs	$0
An estimate of the amount of time necessary for an individual or Agency to comply with the Rule after implementation.	Immediately	
Other, please explain	Revenue from fines	Indeterminate
Total		**Indeterminate**

Oneida Nation
Legislative Reference Office

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

Statement of Effect
MARRIAGE LAW
Rule 2 – Marriage Law Fine Schedule

Summary

This rule provides a fine schedule for violations of the Marriage Law.

By Douglass A. McIntyre, Staff Attorney, Legislative Reference Office

Analysis from Legislative Reference Office

This proposed rule provides a new fine schedule for violations of the Marriage Law. This authority is delegated to the Oneida Licensing Department through section 71.7-1 of the Marriage Law. The rule established the following fines:

- Any person who swears to a false statement to obtain a marriage license or to help another obtain a marriage license shall be fined no less than five hundred dollars ($500.00).
- Any person who is not an officiating person under the Marriage Law who solemnizes a marriage ceremony shall be fined no less than one hundred dollars ($100.00).
- The parties to a marriage and/or the officiating person(s) of a marriage conducted without a valid marriage license or without the presence of two (2) competent adult witnesses shall be fined no less than one hundred dollars ($100.00).
- Any person who goes to another jurisdiction to avoid this law and contracts a marriage prohibited under this law shall be fined no less than five hundred dollars ($500.00).
- Any person who violates any other provision of this law shall be fined no less than one hundred dollars ($100.00).

During the last amendments, the Legislative Operating Committee determined that fines for the violation of the Marriage Law would be bettered addressed directly by the Department through rulemaking authority as rules may be developed much quicker than changes to the law. The fine schedule was removed from the law and a section allowing the Department to promulgate rules was added.

The Department has determined that it would be best to use the same fine schedule that was previously found in the Marriage Law. The proposed rule uses the exact same language

previously found at section 71.7-1.

The proposed rule is within the authority delegated from the Marriage Law. The proposed rule has no effect on any other law or rules. A public meeting has been scheduled for June 16, 2016.

Conclusion

There are no legal bars to adopting the rule.

Notice of Public Meeting

to be held

June 16, 2016 at 11:15 a.m.

OBC Conference Room—2nd Floor
Norbert Hill Center

The Oneida Licensing Department is hosting this Public Meeting to gather feedback from the community regarding two proposed rules to the Marriage Law:

Topic: Marriage License Fee Schedule

- This rule sets the fee schedule for acquiring a marriage license:
  - *Filing fee.* A standard filing fee for a marriage license. This fee amount shall be one hundred dollars ($100).
  - *Waiver fee.* A fee for the waiver of the initial waiting period. This fee amount shall be twenty-five dollars ($25).
  - *Correction fee.* A fee for correcting a marriage license application after it has been submitted to the Department. This fee amount shall be ten dollars ($10).

Topic: Marriage Law Fine Schedule

- This rule sets the fine schedule for violations of the Marriage Law:
  - Any person who swears to a false statement to obtain a marriage license or to help another obtain a marriage license shall be fined no less than five hundred dollars ($500.00).
  - Any person who is not an officiating person under the Marriage Law who solemnizes a marriage ceremony shall be fined no less than one hundred dollars ($100.00).
  - The parties to a marriage and/or the officiating person(s) of a marriage conducted without a valid marriage license or without the presence of two (2) competent adult witnesses shall be fined no less than one hundred dollars ($100.00).
  - Any person who goes to another jurisdiction to avoid this law and contracts a marriage prohibited under this law shall be fined no less than five hundred dollars ($500.00).
  - Any person who violates any other provision of this law shall be fined no less than one hundred dollars ($100.00).

All community members are invited to attend this meeting to learn more about this proposal and/or to submit comments concerning this proposal.

Public Comment Period—Open until May June 23, 2016

During the Public Comment Period, all interested persons may submit written comments regarding this legislative proposal. Written comments must be submitted to the Licensing Department in person or by U.S. mail, interoffice mail, e-mail or fax.

For more information about the public meeting process, or to obtain copies of the Public Meeting documents for this proposal, please visit **https://oneida-nsn.gov/government/register/** or hard copies are available with the Oneida Licensing Department which is located at the Skenandoah Complex at 909 Packerland Drive Green Bay, Wisconsin 54303.

Mail: **Oneida Licensing Department**
PO Box 365
Oneida, WI 54155

Phone: **(920) 496-5311**
E-Mail:
Fax: **(920) 496-7491**

Oneida Licensing Division

P.O. Box 365
Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: July 26, 2016
TO: Legislative Operating Committee LOC
RE: (2) Proposed Marriage Ordinance Rules
FROM: Oneida Nation License Department

ATTN: **LOC**

On June 16, a public meeting was held for (2) two proposed rules for the marriage license ordinance. The first rule is the fee schedule and the second rule is the fine schedule. The rules, financial analysis, and statement of effect are included for both rules. The comment period was open until June 23, 2016. There was another public meeting held on June 23, 2016 because it was posted wrong on the Tribe's website. It was posted as the listing the public meeting date as June 23rd instead of June 16, 2016. Therefore, the second public meeting was held on June 23, 2016 with the comment period being open until July 7, 2016. No comments were submitted for either public meeting date.

The statement of effect was completed on June 2, 2016 and the Financial Analysis was completed on May 18, 2016

A copy of the public meeting notice is also included.

Sincerely,

Tonya Webster
License Administrator

Purchasing Department
Finance Division

The Oneida Licensing Department has brought forth two proposed rules for the Oneida Marriage License Ordinance.

1. Marriage License Fee Schedule
2. Marriage License Fine Schedule.

Public Meetings were held by for both rules and no comments were submitted for either rule. Please consider this my approval for both rules proposed. The Licensing Department would like to put both rules into effect on August 18, 2016.

Thank you,

Patrick Stensloff
Purchasing Department – Finance Division
Director of Purchasing

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office 920.496.7409
cell 920.370.3009

PO Box 365
Oneida, WI 54155-0365
Oneida-nsn.gov

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 10 / 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 memo from LOC Chair with regards to LOC updated priorities list as an update.

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: Brandon Stevens, Councilman

Primary Requestor/Submitter: Jennifer Falck, Director/Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov

ONEIDA

TO: Oneida Business Committee
FROM: Brandon Stevens, LOC Chair
RE: LOC Priorities for the Remaining Term
DATE: August 3, 2016

Background
The LOC developed an Active Files List (AFL) in September 2014. It includes GTC Priorities, OBC Priorities, LOC Priorities, and Other Priorities.

With one year remaining in this LOC term, and a shortage of staff in the LRO- it has become important to identify what the LOC priorities will be for the next 11 months.

Method
The LOC held a work meeting on July 20, 2016. The meeting was facilitated by the LRO Director. Those present included; Brandon Stevens, Jenny Webster, David P. Jordan, Danelle Wilson, Maureen Perkins, Fawn Billie, Tani Thurner, and Rhiannon Metoxen.

The LRO Director led the group through the current AFL and the group discussed each item. Items were listed as;

- GTC Priorities
- OBC Priorities
- LOC Priorities

Then they were further categorized as;

- High Priority
- Medium Priority
- Low Priority

The LOC determined that it was appropriate to remove eleven items from the AFL. Explanations for those are found in this memo. One new item was added to the AFL.

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Summary Table of the Updated AFL as of July 20, 2016

Priority	Item	Ranking	Sponsor
GTC	Child Care Consumer Complaint Policy	High	JW
	Budget Management & Control Law	High	BS
	GTC Meetings Law	High	BS
	Higher Education	Low	FB
OBC	Oneida Seal & Flag	High	JW
	Comprehensive Policy	High	JW
	Back Pay	High	DJ
LOC	Eviction & Termination	High	BS
	Leasing Law	High	TH
	Mortgage & Foreclosure	High	DJ
	Landlord-Tenant	High	DJ
	Real Property	High	DJ
	OBC Meetings Law	High	BS
	Rules of Administrative Procedure	High	BS
	Audit Law Amendments	High	JW
	Cemetery Law	High	DJ
	Employment Law	High	BS
	Election Law Amendments (emergency)	High	TH
	Hunting, Fishing Trapping	High	TH
	Per Capita	High	DJ
	Vehicle Driver & Fleet Management	High	JW
	Vendor Licensing Amendments	High	JW
	Workplace Violence	High	TH
	Children's Code	Medium	FB
	Sanctions & Penalties	Medium	BS
	Code of Ethics	Medium	TH
	Community Support Fund	Medium	DJ
	Domestic Animals Ordinance	Medium	TH
	Election Law Amendments (Permanent)	Medium	TH
	Fitness for Duty	Medium	JW
	Research Protection Act	Medium	FB
	Compliance & Enforcement	Low	DJ
	Secured Transactions	Low	DJ
	Guardianship	Low	FB
	Industrial Hemp	Low	TH
	Law Enforcement-Conservation Officers	Low	TH
	Probate Law	Low	DJ
	Rules of Civil Procedure- **defer to next BC/Judiciary mtg.**	Low	DJ
	Severance	Low	FB
	Trust/Enrollment Committee Bylaws	Low	JW
	Land Commission Bylaws	Low	DJ
	Election Board Bylaws	Low	BS
	Personnel Commission Bylaws	Low	FB

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ONEIDA

Items Removed from the Active Files List

Membership Ordinance

This item was added to the AFL to address a GTC petition. The petitioner has withdrawn their petition.

Violence Against Women Act (VAWA)

This item was added to the AFL in an effort to pursue federal grant dollars designed to assist tribes develop such law. However, Wisconsin is a PL-280 state, meaning that state criminal laws apply on the Reservation. VAWA is intended to address problems in non-PL-280 states, where state criminal laws would not apply on the Reservation; and jurisdictional issues make it difficult to prosecute domestic violence incidents occurring on reservation land. Because Wisconsin is a PL-280 state, the Nation cannot enforce its own criminal code, so this grant funding was not pursued.

Administrative Court

This item was deleted from the AFL because the LOC determined that it is not necessary to establish a separate court for administrative matters. The language of the Judiciary Law provides for administrative matters to be handled by the Judiciary. Instead, the LOC determined it would be more appropriate to develop and adopt Rules of Administrative Procedure – that item is still on the Active Files List.

Legislative Procedures Act Amendments

This item was added to the AFL to amend boilerplate language in the Law to reflect changes to the LOC's drafting practices. The LOC decided not to make the changes to the standard drafting requirements- so it is no longer necessary to amend this law.

Other Items

Due to the limited staff in the LRO, the short time remaining in this term, and the number of other priority items the LOC is working to complete by the end of the term, the following items are being deleted from the AFL. For each of these items, the requester will be notified of this action, and invited to re-submit this request in the future.

- Agriculture Law
- Capping Damages & Awards
- Employee Advocacy Law
- Environmental, Health, and Safety Law
- Family Court-Bench Warrants
- Tribally-Owned Business Organizations Code

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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 Aug 1, 2016

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. FC Mtg Minutes of 8/1/16
2. FC E-Poll approving 8/1/16 Minutes
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Trish King, Tribal Treasurer

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

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

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

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

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

ONEIDA FINANCE COMMITTEE

FC WORK MEETING
Aug 1, 2016 – 8:30 A.M.
BC Executive Conference Room

FINANCIAL PLANNING MEETING
Aug. 1, 2016 – 9:00 A.M.
BC Executive Conference Room

REGULAR MEETING
Aug. 1, 2016 – 10:00 A.M.
BC Executive Conference Room

REGULAR MEETING MINUTES

FC Work Meeting:
Patricia King, Treasurer/FC Chair
Jenny Webster, BC Council Member
Chad Fuss, Gaming AGM/FC Alternate
Wesley Martin, Jr., Community Elder Member
Larry Barton, CFO/FC Vice-Chair
Louise Cornelius, GGM
Patrick Stensloff, Purchasing Director
Excused: David Jordan, BC Council Member and

FC Financial Planning Meeting:
Patricia King, Treasurer/FC Chair
Jenny Webster, BC Council Member
Louise Cornelius, GGM
Chad Fuss, Gaming AGM/FC Alternate
Larry Barton, CFO/FC Vice-Chair
David Jordan, BC Council Member
Patrick Stensloff, Purchasing Director
Wesley Martin, Jr., Community Elder Member

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

Others Present: Paul Witek, Sheena Danforth, Michelle Danforth, and Lois Strong

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

II. Approval of Agenda: AUGUST 1, 2016:
Motion by Wesley Martin, Jr. to approve the Finance Committee agenda for August 1, 2016 with the Addition of ONCOA request to be reviewed first on the agenda after the minutes. Seconded by Chad Fuss. Larry Barton opposed. Motion carried.

III. Approval of Minutes: JULY 18, 2016 (approved via FC E-Poll on 7/19/16):
Motion by Wesley Martin, Jr. to ratify the FC E-Poll action of July 19, 2016 approving the Finance Committee meeting minutes of July 18, 2016. Seconded by Jennifer Webster. David Jordan abstained. Motion carried.

NOTE: ADD ON- CF request from ONCOA discussed here; see CF #17 for details

IV. Tabled Business:

1. Laptop Purchase — Amount: $300.
   Michael Debraska
2. I-Pad Pro Purchase — Amount: $300.
   Beverly Somers
3. I-Pad Pro Purchase — Amount: $300.
   Daniel Miller
4. I-Pad Air Purchase — Amount: $300.
   B.Jan Frion

No action, items 1-4 remain on the table.

V. Capital Expenditures: No items

VI. New Business:

1. UPS Freight – PO Increase — Amount: $80,000.
   Michelle Danforth, Printshop

Motion by Jennifer Webster to approve New Business items 1 through 4 for the Purchase Order increases in the amounts specified. Seconded by David Jordan. Motion carried unanimously.

2. Steen Macek Paper Co. – PO Increase — Amount: $50,000.
   Michelle Danforth, Printshop
3. Oneida Post Office – PO Increase — Amount: $200,000.
   Michelle Danforth, Printshop
4. Xerox Corporation – PO Increase — Amount: $20,000.
   Michelle Danforth, Printshop

- See action in NB #1

5. CTW Corporation – Change Order #3
   Paul Witek, Engineering

Motion by Jennifer Webster to approve the Change Order #3 for work by the CTW Corporation in the amount of $6,822. Seconded by David Jordan. Motion carried unanimously.

VII. Executive Session: No items

VIII. Community Fund:

1. Community Fund SOP's - Amended
   Patricia King, FC Chair

Motion by David Jordan to update CF SOP's with changes and to bring back a clean copy for the August 15th FC meeting for review. Seconded by Wesley Martin, Jr. Motion carried unanimously.

2. Soaring Eagle Golf Registration fee
   Conrad King

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

3. Boys & Girls Choir – registration
   Lisa Cornelius for son, Willie

Motion by Chad Fuss to approve from the Community Fund the Boys & Girls Choir registration fee for son of requestor in the amount of $300 and for the next request for the same for the daughter of the requestor in the amount of $300. Seconded by Wesley Martin, Jr. Motion carried unanimously.

4. Boys & Girls Choir – registration
   Lisa Cornelius, for daughter, Janae'

- See action taken in CF request #3.

5. Warner Park Youth Football registration
   Lois Weber for son, Jonathan

Motion by Wesley Martin, Jr. to approve from the Community Fund the Warner Park Youth Football registration fee for the son of the requestor in the amount of $215. Seconded by Chad Fuss. Motion carried unanimously.

6. I-Pad Purchase Amount: $300.
William Graham

Motion by David Jordan to table this and the following CF request. Seconded by Chad Fuss. Motion carried unanimously.

7. I-Pad Air Purchase for special needs child Amount: $300.
Sheena Danforth

- See Motion in CF request #6.

8. Inter-Tribal Family Camp registration
Tasheba Danforth

Motion by Wesley Martin, Jr. to deny this request and CF requests 11, 12, 13, 14, 15, & 16 and to ask requestors to submit for costs of registration only as travel/lodging/food are not covered under the Community Fund. Seconded by David Jordan.

9. Get-Out-The-Vote Rally
Tana Aguirre, IGA&C

Motion by Wesley Martin, Jr. to approve from the Community Fund Twenty-Five (25) Cases of Coca-Cola product to be used at the Get-Out-the-Vote Rally at the Radisson. Seconded by Jennifer Webster. Motion carried unanimously.

10. All Nations Tournament registration
Julie Denny

Motion by Wesley Martin, Jr. to approve from the Community Fund the All Nations Team Tournament registration in the amount of $300. Seconded by Chad Fuss. Motion carried unanimously.

11. Inter-Tribal Family Camp registration
Melanie Doxtater

- See action taken in CF request #8

12. Inter-Tribal Family Camp registration
Phillip Skenandore

- See action taken in CF request #8

13. Inter-Tribal Family Camp registration
Arthur Skenandore

- See action taken in CF request #8

14. Inter-Tribal Family Camp registration
Jared Skenandore

- See action taken in CF request #8

15. Inter-Tribal Family Camp registration
Daniel Skenandore

- See action taken in CF request #8

16. Inter-Tribal Family Camp registration
Vance Skenandore

- See action taken in CF request #8

17. **ADD ON**: Oneida Elder's Expo
Lois Strong, ONCOA

Motion by David Jordan to deny this request and defer this item to the BC Special Projects line to see if funds are available for this request.. Seconded by Chad Fuss. Motion carried unanimously.

IX. Follow Up: No items

X. FYI and /or Thank You: No items

XI. Adjourn: Motion by David Jordan to adjourn. Seconded by Jennifer Webster. Motion carried unanimously. The regular FC meeting ended at 11:25 A.M.

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

Finance Committee- E-Poll Minutes Approval Date: ____August 3, 2016_____

Oneida Business Committee- FC Minutes- Approval Date: _____

ONEIDA NATION

P.O. Box 365 Oneida, WI 54115

MEMORANDUM

TO: Finance Committee

CC: Business Committee

FR: Denise Vigue, Executive Assistant

DT: August 3, 2016

RE: **E-Poll Results of: FC Meeting Minutes of Aug. 1, 2016**

An E-Poll vote of the Finance Committee was conducted to approve the August 1, 2016 Finance Committee meeting minutes. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority 6 YES votes from David Jordan, Larry Barton, Chad Fuss, Wesley Martin, Jr., Patrick Stensloff and Jennifer Webster to approve the August 1, 2016 Finance Committee Meeting Minutes.

The minutes will be placed on the next BC agenda of August 10, 2016 for approval and the next Finance Committee agenda of August 15, 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.

Finance Administration Office
Phone: 920- 869-4325
FAO@oneidanation.org

IX. GENERAL TRIBAL COUNCIL

A. Petitioner Michael Debraska: Special GTC meeting regarding Per Capita Distribution $3,000/$5,000
Sponsor: Lisa Summers, Tribal Secretary

1. **Accept legislative analysis**

2. **Accept legal analysis**

B. Approve Special General Tribal Council FY2017 Budget meeting materials
Sponsors: Lisa Summers, Tribal Secretary; Trish King, Tribal Treasurer

These agenda items contain information for Tribal Members only. Please visit the Business Committee Support Office on the second floor of the Norbert Hill Center with Tribal I.D. to obtain full packet materials. Materials may also be obtained after logging into the Tribal Members only portal at https://oneida-nsn.gov/members-only/gtc-portal/bc-meeting-materials-for-members-only/

For any questions, please call the Business Committee Support Office at (920)869-4364 or send an email to TribalSecretary@oneidanation.org. Thank you.

X. STANDING ITEMS

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

Item deleted at the adoption of the agenda.

XI. UNFINISHED BUSIENSS

11. **Approve request to delete from agenda the approval of concept paper for CIP # 13-011 – Oneida Nation High School**
    Sponsor: Troy Parr, Assistant Division Director/Development

Item deleted at the adoption of the agenda.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 07 / 27 / 16 ~~07 / 13 / 16~~

EXCERPT FROM JULY 13, 2016: (1) Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. (2) Motion by Lisa Summers to table this item to the July 27, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Adopt resolution titled Implementing Per Capita Plan Adopted by General Tribal Council on June 13, 2016

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☒ Other:

1. Statement of Effect
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, Info. Mgmt Specialist/BC Support 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:

BACKGROUND

During the June 13, 2016, special General Tribal Council meeting, the governing body via hand count, took action to direct the OBC to pay $1,300 per capita beginning Fiscal Year 2017 through 2021.

EXCERPTS:

Motion by Yvonne Metivier to direct the OBC to pay $2,000 Per Capita beginning Fiscal Year 2017 through 2021. Seconded by Scharlene Kasee. Motion carried by hand count: 1068 support; 200 opposed; 35 abstained

Amendment to the main motion by Nancy Skenandore to revise the Per Capita payment amount to $1,300 instead of $2,000. Seconded by Don Charnon. Motion carried by hand count: 791 support; 702 opposed; 32 abstained

Amendment to the main motion by Debra Schnell to revise the Per Capita payment plan to be in effect for the next three (3) fiscal years instead of the next five (5) fiscal years. Seconded by Linn Cornelius.
Motion failed by hand count: 642 support; 829 opposed; 52 abstained

Amendment to the main motion by David P. Jordan to go with the OBC's plan to pay off the debt. Seconded by Chris Cornelius. Motion carried by hand count: 697 support; 612 opposed; 87 abstained

According to section 9.4-3 of the Per Capita Law, "per capita payments shall be issued only at the direction of the General Tribal Council through adoption of a resolution"."

REQUESTED ACTION

Adopt resolution titled Implementing Per Capita Plan Adopted by General Tribal Council on June 13, 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

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 Nation

Post Office Box 365

Phone: 920-869-2214 **Oneida, WI 54155**

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.

BC Resolution # __-__-__-_
Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016

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

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

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

WHEREAS, the General Tribal Council met on June 13, 2016, to discuss and take action regarding proposed per capita plans by Petitioner Metivier and the Oneida Business Committee; and

WHEREAS, the General Tribal Council, after presentations and discussion, adopted a per capita payment plan by way of motions that "…$1,300 instead of $2,000…" is to be paid "…beginning Fiscal Year 2017 through 2021"; and

WHEREAS, section 9.4-3 of the Per Capita Law identifies that "per capita payments shall be issued only at the direction of the General Tribal Council through adoption of a resolution"; and

NOW THEREFORE BE IT RESOLVED, in accordance with the duly adopted Per Capita Law, the Oneida Business Committee implements the action of the General Tribal Council and directs the per capita payment of $1,300 to every member be included in the budgets for Fiscal Years 2017, 2018, 2019, 2020, and 2021.

Oneida Nation
Legislative Reference Office

Jennifer Falck, Director
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

Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021
Adopted by General Tribal Council on June 13, 2016

Summary

This resolution implements the General Tribal Council's adopted per capita plan for a one thousand and three hundred dollar ($1,300) payment beginning Fiscal Year 2017 through 2021.

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

Analysis by the Legislative Reference Office

On June 13, 2016, the General Tribal Council met to discuss a petition regarding a proposed per capita plan and a separate plan proposed by the Oneida Business Committee. The Per Capita law specifies that per capita payments may only be issued through adoption of a resolution:

> 9.4-3. *Budgetary Limitations*. This law shall not be construed as mandating a per capita payment. Per capita payments shall be issued only at the direction of the General Tribal Council through adoption of a resolution.

It is intended that the adoption of this resolution will fulfill the above requirement and the June 13, 2016 direction of the General Tribal Council will be implemented and therefore directs that the per capita payment of one thousand and three hundred dollar ($1,300) to every member be included in budgets for Fiscal Years 2017, 2018, 2019, 2020, and 2021.

The establishment of per capita payments for future years can be viewed as a valid action for the General Tribal Council to approve. However, it is debatable whether one General Tribal Council can bind another, and therefore the dollar amounts for fiscal years 2018, 2019, 2020, and 2021 should be viewed as subject to alteration by future General Tribal Councils.

Conclusion

There are no legal bars to adopting the resolution. Passage of this resolution is intended to satisfy section 9.4-3 of the Per Capita law requiring per capita payments be established by adoption of a resolution.

This statement of effect is limited to an analysis of the resolution itself and does not constitute a review of the Per Capita law which was discussed herein.

JUL 28 2016

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 16

2. General Information:

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

Agenda Header: New Business

☐ Accept as Information only

☒ Action - please describe:

Approval of the updated Head Start/Early Head Start Selection Criteria

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Selection Criteria
2.
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 Donald White

Primary Requestor/Submitter: Joan Christnot, Director Oneida Head Start/Early Head Start
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Debra Powless, Area Mgr, SS ADM Debra Powless Debra Powless 2016.07.28 13:15:13 -05'00'
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

The Oneida Head Start/Early Head Start program is required to utilize a "Selection Criteria" for enrollment purposes into the program. This allows the Enrollment staff to generate points on each application and then prioritize applications based on the most points.

During this past year a conversation regarding the prioritization of Oneida Enrolled and Descendant children. The "Selection Criteria" was updated to reflect that priority and points were added to the criteria.

This document was approved by the Policy Council on June 17, 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 Head Start/Early Head Start
SELECTION CRITERIA
Part 1305-ERSEA

Policy Council Approval: _____
Oneida Business Committee Approval: _____

CRITERIA	POINTS
Age	
4.0-4.11 years of age	95
3.0- 3.11 years of age	85
INCOME	
75-100% Below Poverty Level	95
50-74% Below Poverty Level	85
25-49% Below Poverty Level	75
At or up to 24% Below Poverty Level	65
101-130% Above Poverty Level	55
131-150% Above Poverty Level	45
151-175% Above Poverty Level	35
176-200% Above Poverty Level	25
200%+ Above Poverty Level	0
CATEGORICAL ELIGIBILITY	
Foster Care	95
Homeless	95
Public Assistance (SSI/TANF//W-2/SSI	95
PARENTAL STATUS	
Teen Parent	85
Disabled Parent	75
Single Parent	65
Foster Parent (includes relative/guardians providing kinship care)	55
DISABILITIES	
Certified I.E.P.	65
Suspected Disability-Developmental Delay	55
SPECIAL NEEDS-FAMILY	
Child Protection/Substance Abuse/D.V.	85
Incarcerated Parent	75
Death of Immediate Family Member	65
Child Behavior/Management Concerns	55
MH Concerns (Child or Parent)	45
TRIBAL ENROLLMENT	
Oneida Enrolled or Eligible for Enrollment-*Verified	95
Oneida Descendant-*Verified	85
Other Tribally Enrolled or Eligible for Enrollment-*Verified	75
Other Tribe Descendant-*Verified	65
OTHER	
Child Previously/Currently Enrolled in Oneida EHS	35

Revised: June, 2016

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Final Report of 2016 Special Election
2. Draft Notice to Elected Officials to take Oath
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

Primary Requestor/Submitter: Vicki Cornelius Election Board Chairperson
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

In accordance with the Election Law (2.11-13), the Election Board submits this final report including Election results to the Business Committee to ratify the official results and send notices regarding when the swearing in of newly elected officials shall take place.

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

2016 Special Election July 9, 2016

The Special Election was held on July 9, 2016 at the Oneida Health Center in Oneida and at SEOTS in Milwaukee. The following report includes:

1) Narrative
2) Voter statistics
3) Election expenses
4) Final election results
5) Requested action

Narrative

The polls were open from 7:00 A.M. - 7:00 P.M. The ballot consisted of 23 candidates for six (6) boards, committees and commissions for the Oneida Nation: Oneida Land Commission, Oneida Land Claims, Oneida Nation Commission on Aging (ONCOA), Election Board, Trust/Enrollment Committee, School Board (Parent) and two (2) Referendum questions. Tentative election results have been posted in the prominent locations as defined by the Election Law as well as the Internet.

The following individuals were present in their official capacity as required by the Oneida Election Law:

Oneida Election Board Members:	Vicki Cornelius, Chairperson Lori Elm, Vice-Chairperson Melinda K. Danforth, Secretary Sunshine Wheelock, Member Connie Danforth, Member Candace House, Member (Appointed) Patricia Moore, Member (Appointed)	
Alternates:	Tina Skenandore Gina Buenrostro Rosa Laster	Susan House Adrian Matson
Recused after Caucus:	Racquel Hill Teresa Schuman	
Oneida Enrollment Department:	Cheryl Skolaski	Trina Villegas Cindy Niesen
Oneida Police Officers:	Edward Metoxen Rochel Smith	Lyle Metoxen
Oneida Records Management:	Janice Decorah	

The Oneida ballots were transferred by the OPD Officer and delivered to Records Management on July 9, 2016 and the SEOTS ballots were transferred by the OPD Officer and held at OPD until they were transported to Records Management for retention as defined by the Election Law.

Voter Statistics

Number of voters:	Oneida: 228	Spoiled: 4
	Milwaukee: 2 9	Spoiled: 0
	Total: 257	Total: 4

Election Expenses

Memory Card/ballots	*$1,149.85*
Printing/Mail out Notices	*$1187.98*
Stipends: $6055.00 is the total cost of Stipends from the Caucus held May 7, 2016 to the July 19, 2016 meeting; amount includes all Election Board mentioned above	
Food/Hotel/Per Diem	*$3628.01*
TOTAL	***$12,020.84***

Requested Action on Final Results

In accordance with the Election Law (2.11-13), the Election Board submits this final report including Election results to the Business Committee to ratify the official results and send notices regarding when the swearing in of newly Elected Officials shall take place.

See next page for Final Results

Election Board Document Only

Oneida Nation
2016 Special Election Tentative Results

ONEIDA LAND COMMISSION (2)	*Oneida*	*Milwaukee*	*Total*
BECKY WEBSTER	119	13	132
MICHELLE (DOXTATOR) PAIDER	51	6	57
BART CORNELIUS	61	5	66
LLOYD E. POWLESS JR	74	17	91
WESLEY MARTIN JR	47	7	54
SHIRLEY M. HILL	60	7	67
ONEIDA LAND CLAIMS (4)			
TOMAS ESCAMEA	91	13	104
CHARLES F W WHEELOCK	140	17	157
CHRIS “CHRISSY” CORNELIUS - CJ	130	21	151
ONEIDA NATION COMMISSION ON AGING (ONCOA) (3)			
MARY ANN KRUCKEBERG	126	17	143
DALE WEBSTER	155	17	172
ARLIE DOXTATER	150	18	168
TRUST/ENROLLMENT (3)			
KEITH DOXTATOR	63	9	72
NORBERT HILL	118	12	130
DYLAN BENTON	76	10	86
BRADLEY W. GRAHAM	26	4	30
TOMAS ESCAMEA	22	3	25
WESLEY MARTIN JR	67	8	75
LORETTA V. METOXEN	131	19	150
TERESA SCHUMAN	76	5	81
SCHOOL BOARD PARENT (3)			
SHANNA TORRES	140	16	156
ELECTION BOARD (3)			
BRIAN BEAULIEU	112	14	126
TERESA SCHUMAN	134	20	154

Referendum Questions

Should the Oneida Nation in Wisconsin have an agenda plan of action with time frames, due dates and assignments to address the use of tribal assets in the state of New York of $1.5 million and the tribal investment of approximately $35 million to address the land rights/claims component of the Wisconsin Oneida in New York?			
YES	156	20	176
NO	52	4	56
Should the Oneida business committee develop a policy or law, which provides for sanctions and accompanying due process for elected officials?			
YES	162	16	178
NO	49	10	59

"The election results posted here are tentative results. Final election results are forwarded by the Oneida Election Board to the Oneida Business Committee via a Final Report after time has lapsed for recount requests, or challenges or after all recounts or challeneges have been completed, whichever is longer."

Oneida Nation
Oneida Business Committee
PO Box 365 • Oneida, WI 54155-0365
oneida-nsn.gov

Date

Name
Address
city, **state, zip**

Dear **Ms/Mr**. **Last name**,

Congratulations on your newly elected position to the **Board name**; your term is effective from the date you're sworn in and will expire **#** years after that date.

Oaths of Office must be completed within thirty (30) days of the official declaration of the results (see section 2.11-15 of the Election Law) and the Oaths must be taken at a regular or special Business Committee meeting (see section 7-3 of the Comprehensive Policy Governing Boards, Committees, and Commissions).

You are scheduled to take the Oath of Office at the next regular Business Committee meeting at 9 a.m. Wednesday, **Date** at the Norbert Hill Center.

Section 2.11-15.(a). of the Election Law states that if a newly elected official does not take their Oath in thirty (30) days, the seat goes to the next highest vote recipient, unless there is an emergency as deemed by the Business Committee.

If you have any questions about being a board member, please contact me by telephone at (920)869-4451 or by e-mail at kmetoxe1@oneidanation.org.

We look forward to your success as a newly elected member to the **Board.**

Sincerely,

Kathleen M. Metoxen, Executive Tribal Clerk
Business Committee Support Office

Cc: Board Chair

DRAFT

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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:

In regard to Environmental Health & Safety's 3rd Quarter Report. (Note was defer from 7/13/16 BC Meeting a representative from the division was present and could not answer questions.)
1.)Public land use 18 (Where The Water Birds Nest) vehicles going around the barricades to access the site
2.) Request written detail chronological land acquisition of our sacred burial grounds
3.) Reports regarding NHC Pond, Quarry Park, Oneida Lake, Where the Water Birds Nest and Central Oneida
4.) Clarification of our data base of our quality of air, water and soil. Where is this data? continue below.....

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Environmental Health & Safety 3rd Quarterly
2.
3.
4.

BC Resolution # 08-14-91-A included as reference material as needed

☐ 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: Nancy Barton Tribal Member Nancy Barton
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:

5.) Bring back different options for alternative burial sites

See all above and want time lines set, clarifications and accountability for all of the above

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: 07 / 27 / 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:

Environmental Health &Safety's 3rd Quarter Report for information only.

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: Patrick Pelky, Division Director/EHS

Primary Requestor: Submitted by: Brenda Skenandore, EHS Office Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

ONEIDA

A good mind. A good heart. A strong fire.

FY2016 Third Quarter Report

Oneida Environmental, Health, and Safety Division

June 30, 2016

June

Hwy 54 One Stop

Grand Opening

Overall Impressions of the Third Quarter

The Third quarter of FY16 has been successful for us with working and providing outreach to the Community. We had a good number of community members who participated in the Youth and Elder Fishing
and our Tree Give-Away (Earth Day) Events. We also worked with a group of volunteers to include youth and staff from other department to help clean-up along Highway 54 (Adopt the Highway Section).

In the fourth quarter, we anticipate a good number of Community Members at our Clean Sweep Event. We had over 140 elders signed up for our Elder pre-pick-up during the first week of July.

Moving Toward the Practical Vision: How EHSD contributes...

Practical Vision Element	EHSD Third Quarter Activities
An engaged community	Outreach activities directly engaged community members and others in activities highlighting the importance of water resources on the Oneida Reservation.
Accountable & effective government	Presenting what the Tribe does for recycling and trash pick-up for our Community to the Town of Oneida.
Leaders who promote positive social change	Implementing the plans for many of the Best Management Practices (BMPs) within the Pilot Program with NEW Waters.
Living a good mind, Ka?nikuh·liyo	
Volunteerism	Worked with many departments within the Tribe to bring the Clean Sweep Event to the Tribal Members: EH&SD, DOLM, DPW, Housing Authority, Development Division, GSD, Elder Services & more.
Long term sustainability plans	Working with the Oneida Nation Farm in buying a new machine to plant cover crops in-between corn plantings to improve Plant health, soil health & improve water quality.
Create economic systems	Construction oversight was provided for the "Farm to School" aquaponics system. Once completed this project will enable the Veterans Service Department to sell fresh produce and fish to the School System and potentially other entities.

April EH&SD and OBC hosted the NRDA Social Event at Thornberry Creek at Oneida

Personnel

FTE's	Youth Workers	WTCAC Volunteers	Total
30	5	2	37

Quarter EHSD Workforce Demographics
67% of EHSD staff is Oneida

Time-Off Accrual Management

We have 9 employees over the 200 hours for vacation and personal time accruals. Each of these employees is encouraged to take time off monthly by their supervisor and to review their hours on the Employee Self Services computer site.

Travel & Training

EH&S Division Travel for 3rd Quarter

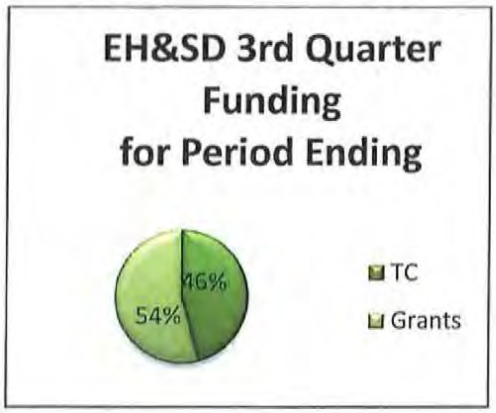
Travel Costs were either reimbursed back to the tribe or funded with 100% grant dollars

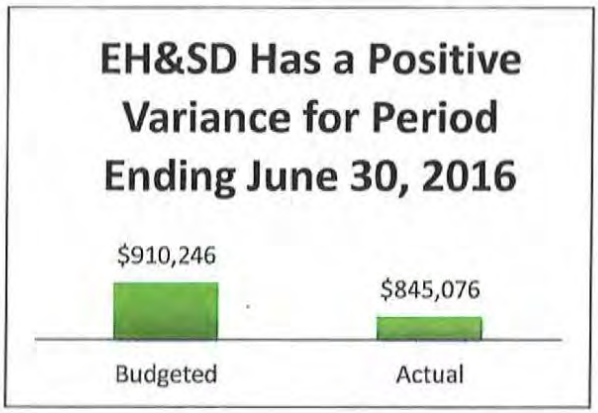
Staff	Event	Location	Cost
EH&S Area Manager	EPA Tribal Env Program Mgmt Conf	Chicago, IL	$856.59
Program Evaluation Analyst	EPA Tribal Env Program Mgmt Conf	Chicago, IL	$817.72
Environmental Specialist	EPA Tribal Env Program Mgmt Conf	Chicago, IL	$817.72
Water Resource Supervisor	EPA Tribal Env Program Mgmt Conf	Chicago, IL	$817.72
Electrician	Midwest Renewable Energy Association Courses	Custer, WI	$544.44
Electrician	Midwest Renewable Energy Association Courses	Custer, WI	$553.62
Electrician	Midwest Renewable Energy Association Courses	Custer, WI	$559.23
Water Resource Supervisor	Society for Freshwater Science 2016 Annual Meeting	Sacramento CA	$2,052.11
EH&S Division Director	WTCAC Meeting	Black River Falls	Reimbursed
Natural Resources Tech Trainee	WTCAC Meeting	Black River Falls	Reimbursed
Project Manager	Midwest Solar Expo	Minneapolis MN	$659.51
Natural Resources Tech Trainee	UST Boot Camp	Saukville WI	$228.51
Water Resource Supervisor	Aquatic Plant Identification Workshop	Woodruff, WI	$114.50
Water Resource Specialist	Aquatic Plant Identification Workshop	Woodruff, WI	$114.50

Grants Applied for or Received in the Third Quarter

Agency	Activities	Amount
Dept. of Energy	This grant is intended to support the development and services of the Midwest Tribal Energy Resources Association of which Oneida and other Tribes are spearheading. These funds will NOT be managed internally	**$1,000,000**

Budget Update





Public Outreach, Conference & Events Attended

April: Youth and Elder Fishing Day; Silver Creek Project outreach; Bugs and Wetlands presentation for Summer Recreation program; tour of South Branch of Suamico River restoration site for US Fish and Wildlife Service interns. Presented on Silver Creek Pilot Project at Tribal Environmental Program Managers (TEPM) conference, Annual "Tree Giveaway", Oneida UST Compliance Assistance Training, Wisconsin Petroleum Marketers Conference .

May: Native American Fish & Wildlife Society Conference, UST Training/Bootcamp, 17th Annual Youth and Elder Day.

June: Food Handler's Certification for Pow Wow Vendors, Food Handler's Safety Class for the Cannery's Student Initiative Class, Community Food License Certification Classes and Recertification Classes, Home Resource Fair,) Active Shooter Training, Summer Art program-drone demonstration.

April Underground Storage Tank Boot Camp Training at the Radisson Hotel and Packerland One Stop

April Earth Day Tree Giveaway

Notable Accomplishments for Third Quarter: Our events had community members visit the natural areas and interact with Department staff, along with other Department representatives from the Environmental Resources Board, Environmental, Health, & Safety Division, Oneida Business Committee, and Oneida Police Department. We removed over 1,500 pounds of Curly Leaf Pond Weed (CLPW) to make the fishery more enjoyable for visitors and anglers. Staff completed a fish shocking survey to get a species ID, population estimate, and age classes of the fish species in the lake. Staff had maintained the grounds of Oneida Lake, cleaned the area, and responded to numerous violation complaints.
MTERA grant: In cooperation with Forest County Potawatomi Community, Ho Chunk Nation, Fond du Lac Band of Chippewa, and others MTERA submitted a grant application on April 14 for $1 million to assist with organizational development and to establish a technical assistance network for Midwest Tribes. Solar deployment planning: Reissued RFP to certified public accountant firms to evaluate details of solar project; present to school board to discuss solar on elementary school; communication with SunVest (solar investor) to modify work plan to 2017 construction season; work with Legal on project agreements. Invasive species crew received pesticide applicator training and we have treated approximately 20 acres of invasive species in the first five weeks.
UST-DITCA: Received Federal Credentials (UST Inspector) from U.S EPA (Region 5).

Plans for FY16 Fourth Quarter

- The Department will be monitoring the whitetail deer herd through the established "Trail Cam" program. Staff will be reviewing the data collected from the numerous site locations within the Oneida Reservation limited to any hunting. The data will be used to monitor the overall deer herd's health, assisting staff in verifying the condition of the deer in the area. Staff will also be able to get a general consensus of the fawn birthing rate, which will assist in determining the fawn crop and peak rutting activity for the future harvest considerations.
- We will be working on our database and webpage link where we can post the most recent water quality results of the lake, so community members have access to the data. There will also be education concerning what water quality means, what are the varying factors that affect it, and what we can do to keep our waters clean.
- Silver Creek: Complete design for Silver Creek project @ Cty U and Silver Cr. intersection.
- Solar Project: CPA on contract; project document development; final building selection; power purchase agreement review; initiate system design and review; preparation for summer, 2017 install.
- Treat additional 60 acres of Invasive Species

June
EH&S Field Staff
learn what
Hazardous plants
look like at
training.

- UST / Invasive Species outreach at Oneida Farmers Market
- Host UST Training/Bootcamp at Radisson
- Attend BIA Partners in Action Conference
- Perform UST Inspections with EPA
- Conservation workshop: Complete final upgrades to pellet boiler project; initiate energy efficiency planning.
- Website updates
- Plan 2 harvest classes for Oneida community in August for wild bergamot (aka #6) and sweet grass.
- Assist with clean sweep planning for event on July 13.

Current local or regional collaborations

UWGB, Glacierland Resource Conservation & Development, Midwest Tribal Energy Resources Assoc. (MTERA), Heating the Midwest, NEW Water, Green Bay Metropolitan Sewerage District, Fox/Wolf Watershed Alliance, Outagamie County Social Services , WDNR, TWRAP National Steering Committee, National Tribal UST calls, Regional Tribal Mining Calls, Oneida High School and Bayport High School, Oneida Summer Recreation; US Fish and Wildlife Service, Menominee Tribe, USDA, and GLFWC, Wi State Department of Hygiene, Outagamie County Health Department, Environmental Protection Agency, University of Wisconsin- Green Bay, Green Bay Phragmites Advisory Council, Menominee Tribe, and Wisconsin Tribal Conservation Advisory Council.

Report Prepared By:

Patrick Pelky July 18, 2016

Patrick Pelky, EHSD Director

Brenda Skenandore July 18, 2016

Brenda Skenandore, EHSD Office Manager

May Youth & Elder Fishing Day

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

Post Office Box 365

Phone: 869-2214

Oneida, WI 54155

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

RESOLUTION # 8-14-91-A

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, 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 Constitution provides an Oneida bill of Rights equally protecting all Tribal members and employees in the exercise of their civil rights, and

WHEREAS, the Indian Civil rights Act of 1968, (P.L. 90-284) 25USC1301, et.seq., provides that all Indian governments equally protect all persons within their jurisdiction in the exercise of their civil rights by due process of law, and

WHEREAS, there is a need for frank and honest discussions in all open meetings of the Business Committee and other Tribal entities and that such discussions often include personnel observations, evaluations and judgments of other personnel and that promiscuous discussion undermines the morale of Tribal members and employees, and

WHEREAS, the Business Committee may close a meeting by invoking executive session where sensitive, confidential or privileged information may be disclosed and discussed, and which requires that all persons present maintain such confidence or privilege, and

WHEREAS, personnel complaints and grievances may be addressed by the Oneida Personnel Policies and Procedures which protects the rights of all persons involved and provides sanctions if any, and

WHEREAS, all persons whose performance or activities will be discussed or evaluated related to the agenda of the meeting of any Tribal entity, including the Oneida Business Committee, should be present so that a thorough and orderly discussion may be had unless the business at hand is determined to be personally or professionally confidential or privileged or a personnel complaint or grievance.

NOW, THEREFORE, BE IT RESOLVED, that it is the policy of the Oneida Tribe that discussion in open and public meetings of the business Committee and all other entities of the Tribe be strictly conducted in an orderly, civil manner avoiding acrimony and hominum remarks, and

BE IT FURTHER RESOLVED, that all Tribal members or employees whose performance, responsibilities or activities will be discussed at open meetings of the Business Committee or other Tribal entities will be given adequate notice to appear at the meeting or that matter must be reserved for Executive Session, and

BE IT FINALLY RESOLVED, that should any information be received at any meeting of the Tribal entity, including the Business Committee, that implicated the integrity, honesty or moral turpitude of a Tribal member or employee, or which complains or grieves the actions of a Tribal employee such information shall be immediately referred to Executive Session without action or further discussion or to the Oneida Human Resources Department for processing.

C E R T I F I C A T I O N

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida Business Committee is composed of 9 members of whom 5 members constitute a quorum. 6 members were present at a meeting duly called, noticed and held on the 14th day of August, 1991; that the foregoing resolution was duly adopted at such meeting by a vote of 5 members for; 0 members against, and 0 members not voting; and that said resolution has not been rescinded or amended in any way.

Amelia Cornelius, Tribal Secretary
Oneida Business Committee

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 16

2. General Information:

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

Agenda Header: Travel Report

☐ Accept as Information only

☒ Action - please describe:

BC to accept travel report as FYI.

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: 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.

BUSINESS COMMITTEE TRAVEL REPORT

Travel Report for: Cristina Danforth
Enter name(s) of other Travelers OR [SPACE BAR] to delete
Enter name(s) of other Travelers OR [SPACE BAR] to delete
Enter name(s) of other Travelers OR [SPACE BAR] to delete

Travel Event: American Indian Sovereignty in Action

Travel Location: Havana, Cuba

Departure Date: 07/18/2016 **Return Date:** 07/22/2016

Projected Cost: $0.00 **Actual Cost:** $0.00

Date Travel was Approved by OBC: 06/30/2016

Narrative/Background:
Please see the attached travel report

Item(s) Requiring Attention:
None

Requested Action:
BC to accept travel report as FYI.

TRAVEL REPORT

AMERICAN INDIAN SOVEREIGNTY IN ACTION
Tribal Nations Delegation to Havana, Cuba
July 18-22, 2016

A delegation of Tribal Nations from Seneca Nation of Indians (NY), Oneida Nation of Wisconsin, Cahil Dehe Band of Wintun Indians of the Calusa Indian Community (CA) and Swinomish Indian Tribal Community (WA) were represented in addition to the Native American Officers Association (NAFOA) and National Congress of American Indians (NCAI). The delegation was assisted and accompanied by advisors from Akin, Gump, Strauss, Hauer and Feld, LLP. The purpose was to begin a conversation and introduce our nations to the delegation of Ministries in Cuba. The newly lifted U.S. embargo in restricted areas and classifications has allowed these meetings to occur. Meetings were requested with the Ministries of Foreign Relations, Foreign Trade and Investment, Tourism, Fisheries and Agriculture, Alimport (Cuba's main food importer), the Center for Biotechnology and Genetic Engineering (which has a successful treatment for diabetic foot ulcers) and with ELAM, the Latin America School of Medicine (which trains students from around the world to be doctors as long as they return to their respective communities.

The following individuals were involved in the meetings with the Cuban Government:

Brian Cladoosby, Chairman of the Swinomish Indian Tribal Community (WA) and President of the National Congress of American Indians,

Cristina Danforth, President of the Native American Finance Officers Association and Chairwoman of the Oneida Nation (WI),

Maurice A. John Sr., President of the Seneca Nation of Indians (NY),

Todd Gates, Treasurer of the Seneca Nation of Indians,

Richard Jamison, Representative of Seneca Nation of Indians,

Wayne R. Mitchum, Jr., Long Standing Economic Development Corporation ("EDC") Board Member and Tribal Representative, and Compact Tribes Steering Committee Vice-Chair for the Cachil Dehe Band of Wintun Indians of the Colusa Indian Community,

Melissa Mitchum, Long Standing Economic Development Corporation ("EDC") Board Member and Tribal Representative for the Cahil Dehe Band of Wintun Indians of the Colusa Indian Community,

VaRene Martin, First Vice President & Director of Tribal Relations, Native American Finance Officers Association,

Dante Desiderio, Executive Director of the Native American Finance Officers Association,

Anya Landau French, Senior Policy Advisor at Akin Gump Strauss Hauer & Feld, LLP,

Allison Binney, Partner at Akin Gump Strauss Hauer & Feld, LLP

Biotechnology Center Meeting

We were greeted with much enthusiasm and optimism to discuss the Cuban medical advancements in treatments for diabetes, heart disease and certain cancers treatments. We were given an overview of the extensive Cuban Health Programs covered by BioCubaFarma. Their primary initiatives include; prevention of infectious diseases with prophylactic vaccines, early diagnosis and treatment of different cancer pathologies, diagnosis and rehabilitation of cardiovascular diseases, care for hearing impairments, early detection of neurological development in infants, massive pre and neonatal screening, epidemiological surveillance and the monitoring and treatment for diabetes and its complications. Given the limited time for their presentation the focus of the presentation surrounded certain treatments and medications for diabetes. While many tribal communities have high incidences of diabetes, it is reported that 29.1 million people of the U.S. population has diabetes. A presentation of the treatment of foot ulcers using Heberprot-T using an infiltration method was explained. This treatment option is not available in the U.S. but is widely used in Cuba. There is a clinical conference held in December an open invitation was extended. The primary concern with this treatment is there are no clinical trials conducted in the U.S. to promote and produce the treatment from a commercial medical standpoint. It is hopeful that there will eventually be enough political support and authorization to conduce these Phase 3 clinical trials. More information and follow up is necessary to lobby for this treatment in the U.S. and a white paper has been developed to further this effort.

Foreign Trade and Cultural Exchange Meetings

We met with the Ministry of Foreign Affairs, Mr. Warnel Lores Mora who heads the United States General Division and the Ministry of Foreign Trade and Investment of the Trade Policy Division with North America, MS Maria De La Luz B'Hamel Ramirez and their staff. The meetings gave of a general sense of the priorities that are of interest to the Cuban government. There three main industries are agriculture, biotechnology and tourism. They are currently working on a development model for economic development and partnerships. They are also reviewing and advancing their licenses for imports and exports for trade. Permits are granted by the Treasury and have most recently granted licenses to Starwood Enterprises and General Electric. There are also negotiations being discussed for potential businesses to exchange with the U.S. and to promote investments of business opportunities. Another area of interest is tourism and hotel development. In 2014 they entered into an agreement with Club Melia and this proposes to be a model as well for joint venture. They continue to rely on imports for to feed their communities. They import 300,000 tons of rice annually and it comes from Vietnam

which takes 35 days to ship. If they could get rice from Mississippi, it would only take 3 days. The current embargo prohibits this type of opportunity for trade. The Calousa Indian Community produces rice, almonds and walnuts and exports their products. This is a new and mutual interest for both Cuba and Calousa. We here in Oneida have an opportunity to invest in their hospitality industry if the occasion arises. They are interested in furthering this conversation. While I made no commitments there is still a lot to consider.

There were many other interesting conversations that took place and at this time this is a snapshot of the potential to continue the dialogue.

The Cuban people and government are in a 10 year post Fidel Castro era and are in the process of governmental policy changes. The general sense is that people are happy there and optimistic in their future while there is much to catch up on from an external view point.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / ~~03~~ 10 / 16

2. General Information:

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

Other - type reason

Agenda Header: Travel Request

☐ Accept as Information only

☒ Action - please describe:

Approval for Music from Our Culture teachers (3) and KLU students (6) to travel to Washington state to perform at the National Indian Tourism Conference, September 13 - 15, 2016.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Travel Authorization for D Santiago
2. Travel Authorizations for Y Mclester
3. Travel Authorization for R Menomin
4. I/T from Tourism

☐ 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: Beth Bashara, Arts Program Director
Your Name, Title / Dept. or Tribal Member

Additional Requestor: [signature]
Name, Title / Dept.

Additional Requestor: Donald White 7/22/16
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

The Music from Our Culture children have been invited to perform at the National Indian Tourism Conference in Washington state this September as part of the "Oneida" event/dinner as next year's host. We were asked to take our children to sing the hymns following the dinner.

Funding for this trip is made possible by a sponsorship from Tourism (5,000). The remaining funding is tribal contributions (approximately 4,074).

We have selected our KLU students to go on this trip. KLU (abbreviation of Oneida words meaning 'kids learning their culture/ways') is for our 12 and older students to receive weekly private and semi private lessons in music and language. To mark their completion of the program, they are presented at a celebration social where they introduce themselves, their families, do the opening, introduce the songs in the language and lead a song and dance. We have 4 students who have completed the program in the first year and 1 student who is getting ready to present.

We are excited to offer this perk for KLU students because they have earned it. They have worked very hard and have demonstrated their abilities. In addition to being a perk, it is marketing for the MOC and KLU programs. Performing is a big part of why we learn music (to share!). Going to new places to perform is extra exciting.

Accompanying the students is our MOC/KLU teachers, Debbie Santiago and Yuntle McLester, and one of the MOC volunteer members, Rachael Menomin. In addition, Debbie will be traveling with her son. Debbie and Yuntle perform with the children and Rachael will be administering the trip on behalf the MOC volunteers.

An exciting development in the MOC program is an emerging volunteer board comprised of MOC's past and current interns. A group of 5 previous MOC interns have been meeting monthly to advise and support the MOC program. They are establishing themselves to be fund raising and program advisors of the MOC and KLU program. These young people are really stepping up to ensure the continued growth of the program!

Section 16-1 of the Travel and Expense Policy:
Departments will limit themselves to three (3) people from the same department to travel to the same conference,workshop, or seminar and are recommended to share pertinent information they have with others from their department. Special occasions may develop that need additional personnel from the same department to attend, provided that written approval from the General Manager, Gaming General Manager or Oneida Business Committee is needed, with an explanation for the additional personnel. This will exclude departments that need training hours for specific certifications.

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

INTRA-TRIBAL PURCHASE DOCUMENT

(1) _____ Today's Date (2) _____ Completion Date (22) _____ P.O. Number *(Accounting Use Only)*

Supplying Business Unit's Information

(3) _____ Business Unit Vendor ID #

(4) _____ Name of Business Unit

(5) _____ Intra-Tribal Sales Account Code

(6) _____ Phone #

(7) _____ Supplying Business Unit's Signature Date

(8) _____ Job # (optional)

Purchasing Business Unit's Information

(9) 42 72035 Business Unit Dept ID#

(10) Tourism Name of Business Unit

(11) 7/15/16 Date Needed

(12) Ruth F Contact Person/Deliver To

(13) 001 - 4272035 - 000 - 755705 - 000 Intra-Tribal Expense Account Code

(14) 5644 Phone # Ext. #

(15) _____ Authorized Signature (Up to $500.00) Date

(16) 406 Ship to Location (Warehouse #)

(15A) _____ Authorized Signature (Up to $3,000.00) Date

(17) _____ Project ID (optional)

(15B) [signature] 7/14/16 Authorized Signature (Up to $10,000.00) Date

(15C) _____ Authorized Signature (Up to $50,000.00) Date

(15D) _____ Authorized Signature (Up to $200,000.00) Date

(18) Brief explanation of purchase

(19) Item Code or Item Description	Commodity Code	Qty	UOM	Cost per Unit	Total Amt
ATANTA - Kids Travel Etc to Conference					5,000.-
					5,000

(20) Y / N Blanket PO $ _____ Dollar Limit

(21) Total 5,000

(White Copy) Accounting *(Yellow Copy) Supplying BU* *(Pink Copy) Purchasing BU*

CA-IT FORM 001 (REVISED 1/03 KLL) OP 38156

ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Debra Santiago			
Please list name as it appears on Travelers Driver's License or WI State ID				
	Employee #		Date of Birth	
Destination	Seattle Washington			
Departure date	September 13, 2016		Return date	September 15, 2016
Purpose of travel	Perform at American Indian Tourism Conference			
Charged GL Account				

GSA Rate Information for the destination

Per Diem rate per day	$ 74.00	Lodging rate per day	$

Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total	
Per Diem initial travel date	$ 74	75 %	.75	$ 55.50	
Per Diem full day at destination	$ 74	100 %	1	$ 74.00	
Per Diem return travel date	$ 74	75 %	.75	$ 55.50	
Subtract included meals 1 Lunch ~~1 Dinner~~				$ (52.00)	$133.00
Lodging including room rate plus taxes	$ 149.00		2	$ 298.00	Visa
Airfare	$ 670.00			$ ~~670.00~~ 581.20	Visa
~~Private Car Mileage~~ Children Airfare	$ 581.20			$ 3487.20	Visa
Taxi or car rental	$ ~~241.00~~ 300.00			$ ~~241.00~~ 300.00	300.00
Luggage Fees X 7	$ 50.00			$ 50.00	50.00
Registration – accept VISA? Yes / No	$			$ 350.00	350.00
Allowable price adjustment **If travel arrangements exceed the Total Cost Estimate re-approval is required**				$ ~~200.00~~ 1400.00	
			Total Cost Estimate	$ ~~1,409.00~~ 6549.40	

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance in not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	Debra Santiago	6-1-16	
Program Director	[illegible]	6/1/16	Not needed
General Manager			Not needed

ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Yuntlekalau McLester			
Please list name as it appears on Travelers Driver's License or WI State ID				
	Employee #		Date of Birth	
Destination	Seattle, WA			
Departure date	09-13-16		Return date	09-15-16
Purpose of travel	Perform at American Indian Tourism Conference			
Charged GL Account				

GSA Rate Information for the destination

Per Diem rate per day	$ $74	Lodging rate per day	$

Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total	
Per Diem initial travel date	$ 55.50	75 %	1	$ 55.50	
Per Diem full day at destination	$ 74	100 %	1	$ 74.00	
Per Diem return travel date	$ 55.50	75 %	1	$ 55.50	
Subtract included meals				$ (52.00)	133.00
Lodging including room rate plus taxes	$ 149.00		2	$ 298.00	Visa
Airfare	$ 670.00			$ ~~670.00~~ 581.20	Visa
Private Car Mileage	$			$	
Taxi or car rental	$ ~~241.00~~			$ ~~241.00~~	
Luggage Fees	$			$ 50.00	
Registration – accept VISA? Yes / No	$			$	
Allowable price adjustment **If travel arrangements exceed the Total Cost Estimate re-approval is required**				$ 200.00	
			Total Cost Estimate	~~$ 1,400.00~~ 1262.20	

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance in not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	Yuntlekalau McLester	5-20-16	
Program Director	[illegible]	6/1/16	Not needed
General Manager			Not needed

ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Racheal ~~Ninham~~ Menamin			
Please list name as it appears on Travelers Driver's License or WI State ID				
	Employee #		Date of Birth	
Destination	Seattle Washington			
Departure date	September 13, 2016		Return date	September 15, 2016
Purpose of travel	Perform at American Indian Tourism Conference			
Charged GL Account				

GSA Rate Information for the destination

Per Diem rate per day	$ 74.00	Lodging rate per day	$

Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total	
Per Diem initial travel date	$ 74	75 %		$ 55.50	
Per Diem full day at destination	$ 74	100 %		$ 74.00	
Per Diem return travel date	$ 74	75 %		$ 55.50	
Subtract included meals				$ (52.00)	133.00
Lodging including room rate plus taxes	$ 149.00		2	$ 298.00	Visa
Airfare	$ 670.00			$ ~~670.00~~ 581.20	Visa
Private Car Mileage	$			$	
Taxi or car rental	$			$	
Luggage Fees	$			$ 50.00	
Registration – accept VISA? Yes / No	$			$	
Allowable price adjustment **If travel arrangements exceed the Total Cost Estimate re-approval is required**				$ 200.00	
			Total Cost Estimate	$ ~~1,168.00~~ 1262.20	

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance in not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	Racheal Menamin	6/1/16	
Program Director	[illegible]	6/1/16	Not needed
General Manager			Not needed

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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 3rd 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 Danforth, HRD Area Manager 7/25/16

Primary Requestor: Submitted by: Maureen Metoxen, Executive Assistsant, HRD
Your Name, Title / Dept. or Tribal Member

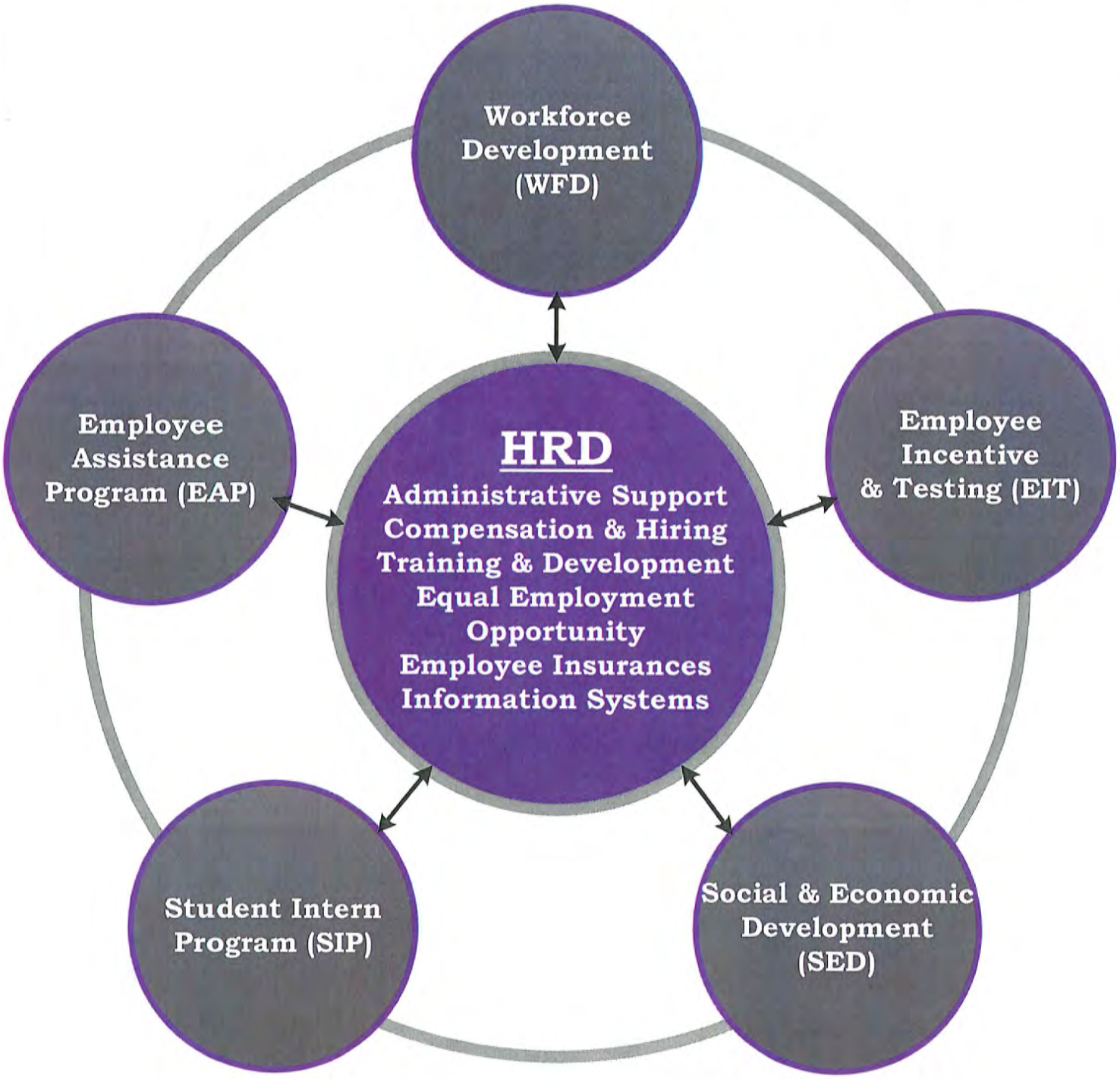
Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

ONEIDA

Human Resources Department (HRD)

3rd Quarter Report - FY'16



Geraldine R. Danforth,
HRD Area Manager

ADMINISTRATION

- **STRATEGIC WORKFORCE PLANNING**

Strategic workforce plans are used to anticipate the future demands and needs of the organization based on the strategic plans of the business unit and organization. The plan determines how the organizational hierarchy should be set-up and employees deployed to meet those strategic goals. 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 for success.

This project will take a minimum of 5-7 years to implement. The planning phase has revealed some systemic changes and milestones that must be met in order for SWP to work for 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. The first draft of the charter was shared with the BC in the July work meeting. At that meeting, the following next steps were discussed:

1. The SWP Core Team will make a list of the potential "hang ups" SWP will have due to current policies and procedures.
2. The SWP Core Team will begin to gather data to report to the BC on which areas have Strategic Plans, which don't, how old they are, etc.
3. The draft SWP Charter will include a section to detail how SWP will continue beyond the implementation phase and how that will need to be structured in the organization.
4. Recommendations to the BC on what BC direct reports can begin to report out on how that will get them into the mindset of SWP. For example, they can report out on the status of their business units strategic plans, etc.
5. The team will continue to draft the charter and seek approval

As a final note, during the July BC Work Meeting, the recommendation was made to assign a new lead to the project. A possible consideration is to have the new Organizational Development Specialist work on this project when they are hired.

- **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, HR is waiting on next steps.

- **DONATION OF HOURS.** HR has communicated to the employment base about the changes, along with the new standard operation procedure, and the required form. HR has received 23 requests, 21 were approved and 1 denied. Currently we have **53 employees** (Total hours are at **957.27 hours** – 13 Exempt and 40 Non-exempt Employees) with donated hours.

- **EXEMPT STATUS CHANGES.** The Department of Labor has revamped 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, Creative Professional, and Computer professional.
  - Weekly earnings threshold increases from $455 to $913.
    - Duties test has not been changed by the Department of Labor. Exemptions include the following:
      1. **Executive Exemption**. To qualify for the executive employee exemption, all of the following tests must be met:
         a. The employee's primary duty must be managing the enterprise, or managing a customarily recognized department or subdivision of the enterprise;
         b. The employee must customarily and regularly direct the work of at least two (2) or more other full-time employees or their equivalent; and
         c. The employee must have the authority to hire or fire other employees, or the employee's suggestions and recommendations as to the hiring, firing, advancement, promotion or any other change of status of other employees must be given particular weight.
      2. **Administrative Exemption**. To qualify for the administrative employee exemption, all of the following tests must be met:
         a. The employee's primary duty must be the performance of office or non-manual work directly related to the management or general business operations of the employer or the employer's customers; and
         b. The employee's primary duty includes the exercise of discretion and independent judgment with respect to matters of significance.
      3. **Professional Exemption.** To qualify for the learned professional employee exemption, all of the following tests must be met:
         a. The employee's primary duty must be the performance of work requiring advanced knowledge, defined as work which is predominantly intellectual in character and which includes work requiring the consistent exercise of discretion and judgment;
         b. The advanced knowledge must be in a field of science or learning; and,
         c. The advanced knowledge must be customarily acquired by a prolonged course of specialized intellectual instruction.
      4. **Creative Professional**. To qualify for the creative professional employee exemption, all of the following tests must be met:
         a. The employee's primary duty must be the performance of work requiring invention, imagination, originality or talent in a recognized field of artistic or creative endeavor.
      5. **Computer Employee Exemption**. To qualify for the computer employee exemption, the following tests must be met:

a. The employee must be compensated either on a salary or fee basis at a rate not less than $913 per week **or**, if compensated on an hourly basis, at a rate not less than $27.63 an hour;
b. The employee must be employed as a computer systems analyst, computer programmer, software engineer or other similarly skilled worker in the computer field performing the duties described below; The employee's primary duty must consist of:
c. The application of systems analysis techniques and procedures, including consulting with users, to determine hardware, software or system functional specifications;
d. The design, development, documentation, analysis, creation, testing or modification of computer systems or programs, including prototypes, based on and related to user or system design specifications;
e. The design, documentation, testing, creation or modification of computer programs related to machine operating systems; or
f. A combination of the aforementioned duties, the performance of which requires the same level of skills.

Please NOTE: Exempt status is not determined by the title or recommended title of the position, but rather by the scope of work the position or employee performs.

- There are approximately, 623 exempt employees.
  - The impact may be as many as 193 employees in the Programs and other Enterprises being changed to non-exempt employees. HR will review all job descriptions from Grade E01 to E04 which will include updated wage/salary analysis for each position.
    1. Gaming has completed 156 of 160 position salary analysis to determine the new grade.
    2. As of July 22, Gaming has transitioned 33 positions from exempt to non-exempt.
  - Please note the exemption salary threshold is going to be monitored with World at Work and SHRM associations. SHRM is projecting by 2020 the salary threshold is going to be $1,364.73 weekly or $70,966/annually.

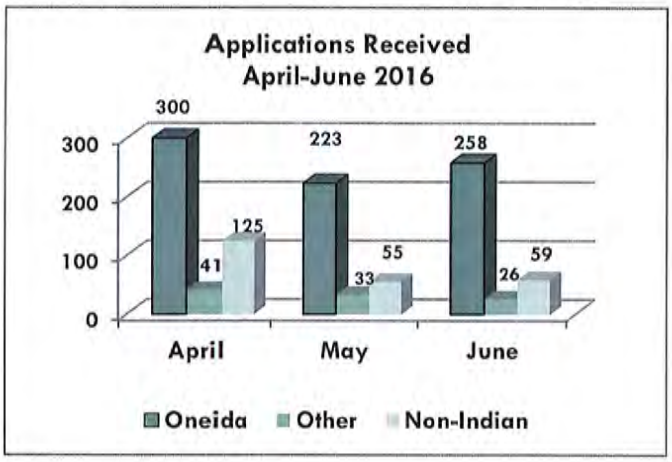
- **WAGE INCREASE SOP.** The Human Resources Department approved a Standard Operating Procedure (SOP) for implementing wage/salary increases. This SOP will provide guidance on how HRD will implement the increases moving forward. Some of the highlights include:
  - No increase for new hires, contracted-based 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	$ 1,557,620	$ 541,503
Employee Assistance	$ 188,285	Tribal Contribution	$ 143,840	$ 44,445
Workforce Development	$ 322,618	Grant 79% & TC	$ 193,039	$ 129,579
Student Intern Program	$ 122,686	Tribal Contribution	$ 46,474	$ 76,212
Employee Incentive & Testing	$ 12,707	Tribal Contribution	$ 7,045	$ 5,662

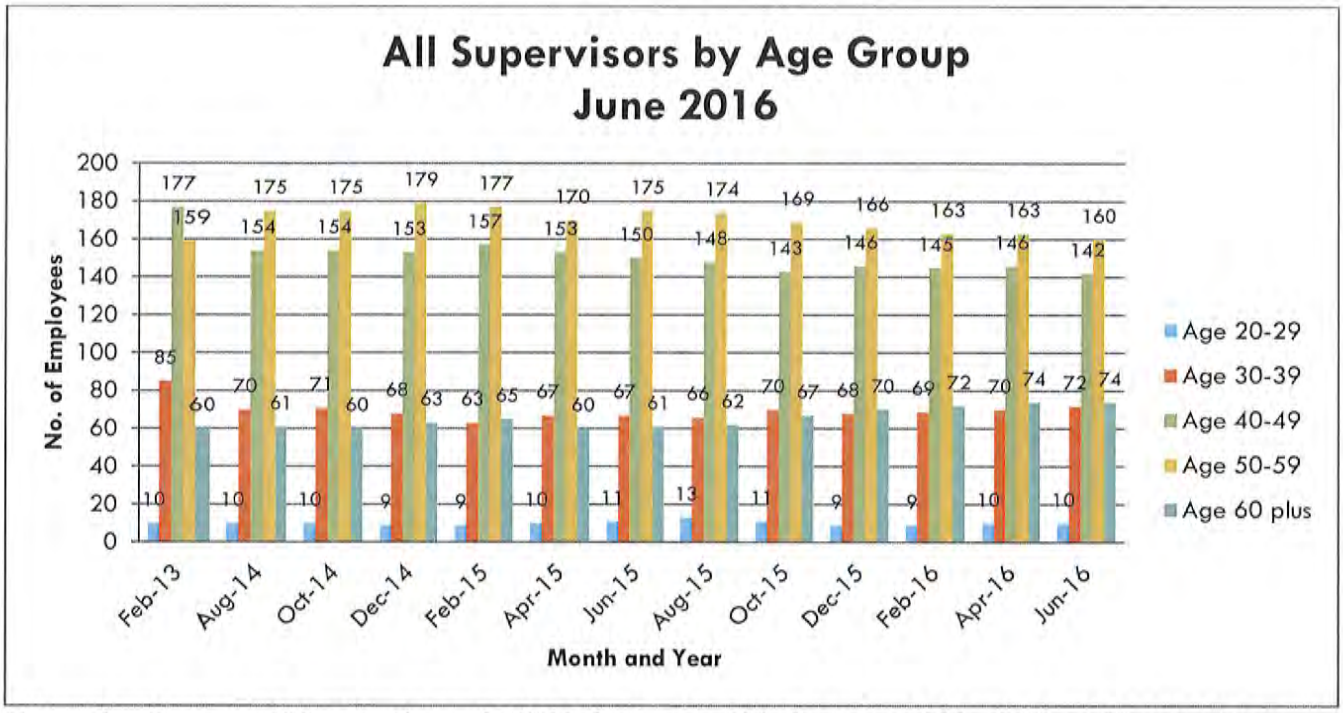
The Employee Incentive and Testing budget is used to recognize employees who have 25, 30, 35, and 40 years of service or more with a Years of Service gift. This past year, the Tribe had employees who reached their 40th year of service with the Tribe.

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.

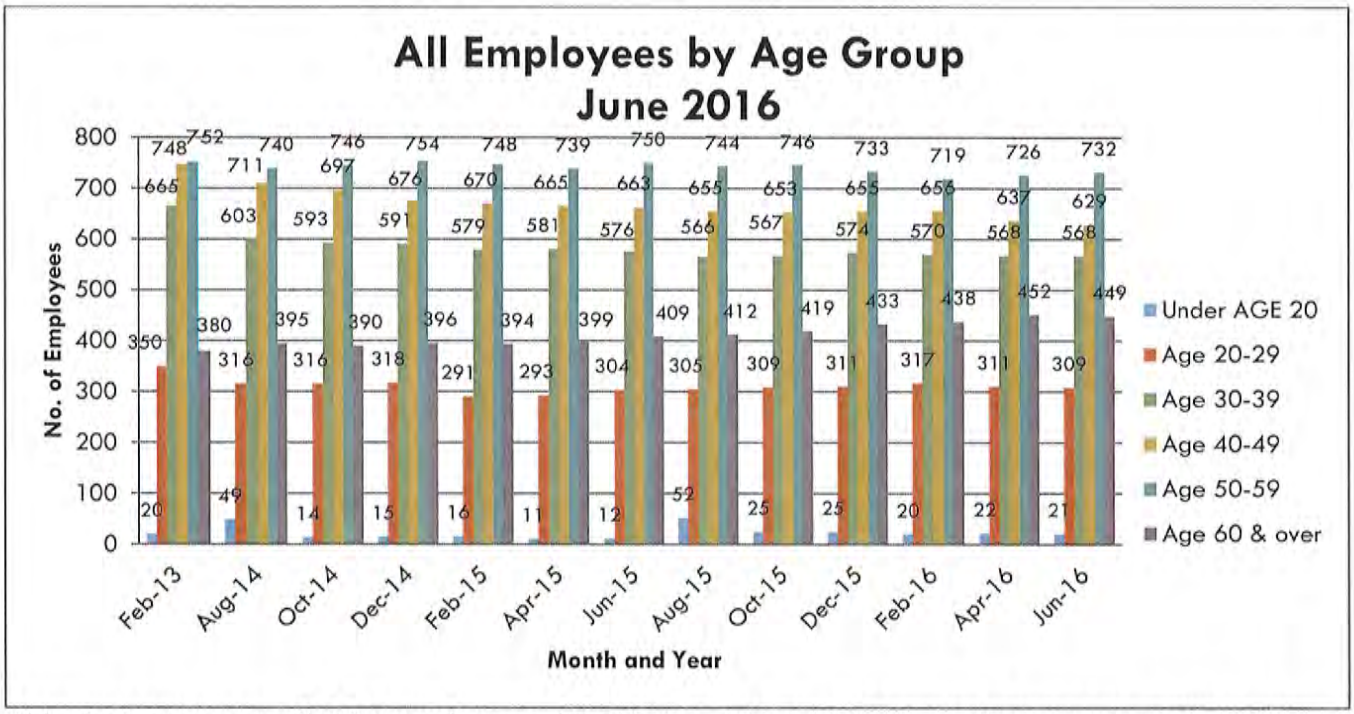


Administrative Staff at Skenandoah Complex Left to Right: Yasiman Metoxen and Megan White

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 and another at Employee Services on Airport Drive. 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. We will also be looking at other avenues for posting jobs such as Craig's list, Casino Careers, a recuiting firm.



Currently, there are 458 supervisors; in 2013 there were 491, decrease of 33. Of the 458 supervisors, 35.21% of the supervisors are in the age group 50-59. 15.98% of supervisors fall into the 60 plus age group.



This chart represents all 2708 employees of the Nation. The trend is steady for most age groups. The 20 to 29 year old group does not show any change. This can mean, they are either going to school and not working or this can be attributed to shortage of people for positions. The age group of 60 and over have gone from 380 in 2013 to 449 in 2016.

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.

- **SUCCESSION PLANNING. 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.

  - **MANAGEMENT INTERVIEWS**

    A. If HRD developed a succession planning process, what would you like to see it include? What don't you want it to include? RESPONSE:
       a. Need the process to find a successor to be as fast. Need the person leaving to have time with successor.
       b. Smooth transition.
       c. Need a talent pool, database that has a variety of data on employees knowledge, skill, desires, competencies, licenses, education, and certifications.
       d. To include a transition period where the successor has time to work with employee vacating the position.
       e. Revised job descriptions that are revised with supervisor.
       f. A plan to provide funding to other areas who need succession planning.
       g. Training offered by Oneida such as Oneida Civics, History, Leadership, Tribal Budgets/Processes, etc.
       h. Flexibility in whole process.
       i. Allowing employees to be mentored in other areas to see if they like that job.
       j. Incentives, merits, promotions for those who go above and beyond.
       k. Do not use years of service as a qualifier.
       l. Don't want HR to stop us from selecting the successor we think is best.

    B. What are the barriers HRD faces in developing and implementing a succession planning process? RESPONSE:
       1) Qualified candidates.
       2) Politics.
       3) People not following the rules or adhering to the process.
       4) Favoritism.
       5) Jealousy.
       6) Lack of trust.
       7) Policies.
       8) Need funding to allow time to mentor/train.
       9) Funding.

10) Not making a decision.

C. What recommendations do you have regarding the succession planning process? RESPONSE:

1) Have a tribe wide process and open it to all.
2) Identify top performers, talk to them, train them and continually communicate with them.
3) Need time, effort and patience.
4) Work on it constantly.
5) Mandate succession planning and keep pushing it.
6) HRD needs to listen.
7) Start small then go larger.
8) Look at vacation/personal time and prior to person leaving, make sure they use that up.
9) Have process match Tribe's vision, priorities, and core values.
10) Place a value on commitment.
11) Keep engaged employees engaged. Don't promise things that can't happen and be straight forward on what they can expect.
12) Need talent pool with competencies, licenses, education, skills, etc.
13) Keep talent pool updated.
14) Ensure structure is in place for succession planning.
15) Develop a process for contracting with person leaving so they can come back and assist as consultants. Not full time but "as needed".

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.

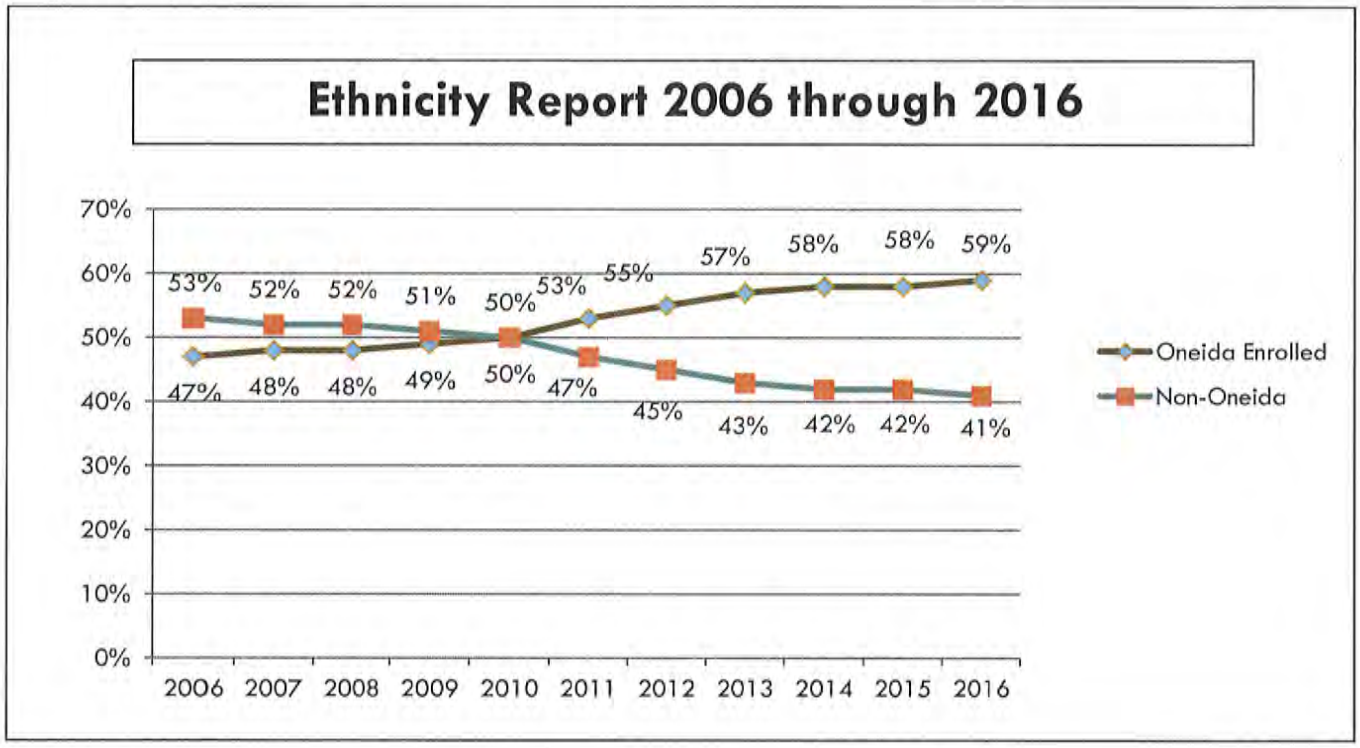
We ensure the HRIS Systems and applications, such as Supervisor Inquiry, Self-Service, Internal Reference Directory and Workforce Detail support the needs of the Human Resources Department. Enter all personnel data into the HR/Payroll System (Infinium), provide personnel data reports (Cognos) to management, complete verification of employment and unemployment requests and oversee the Human Resources personnel files (OnBase).

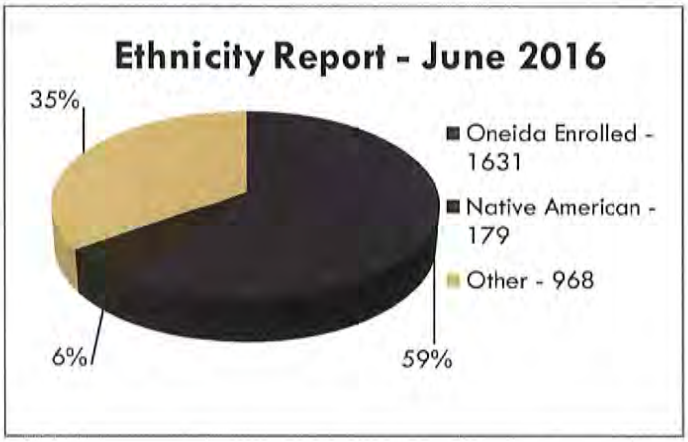
Assisted with the internal systems regarding the Employee Benefits ACA - 1094 testing, Workforce Development Application and Employee Self Service employee wage data.

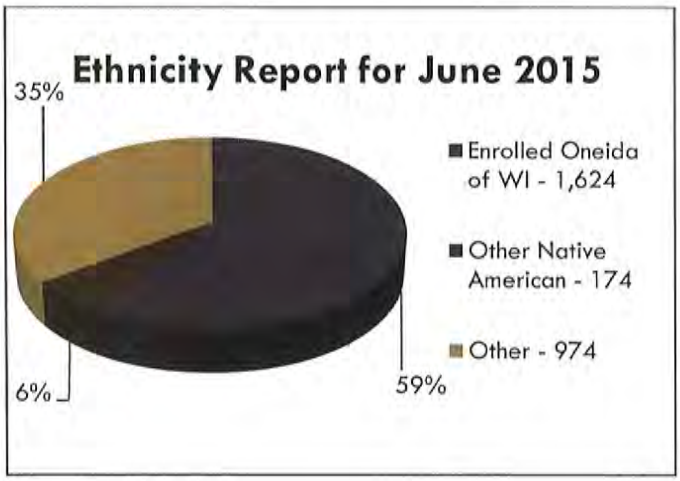
Functions	Apr	May	June	Total
HR/Payroll Entry Transactions	542	660	651	1853
Employee Self-Service Entries	38	50	26	114
Employment Verifications	197	234	232	664
Unemployment Requests	31	27	134*	192

*Unemployment volume due to school/head start summer layoffs.

COMPENSATION AND HIRING







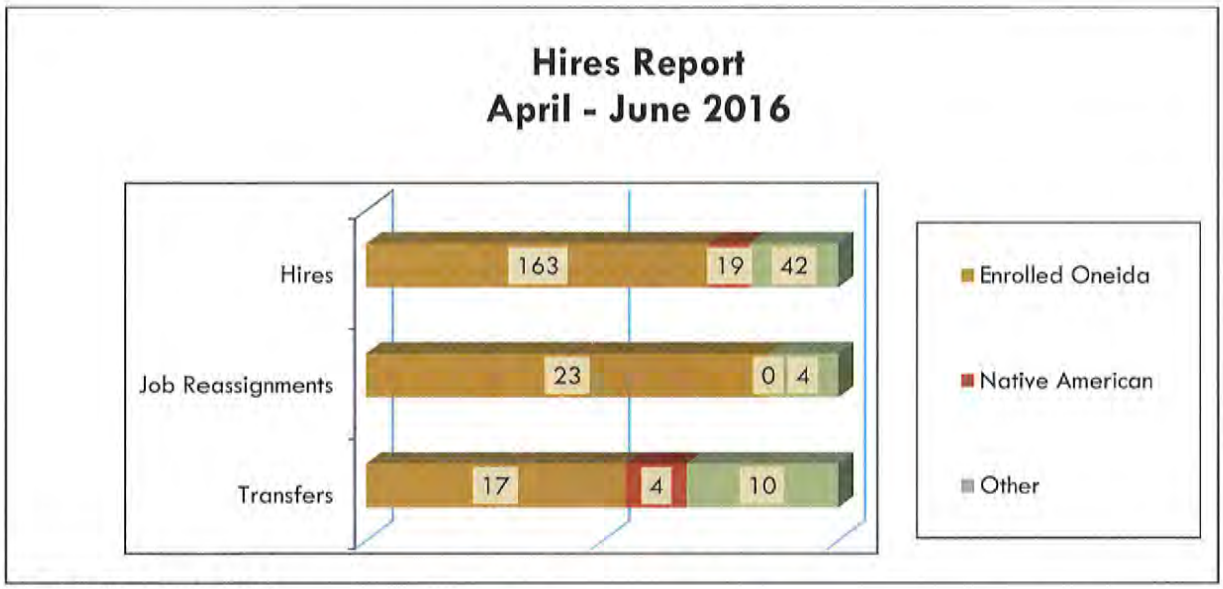
The Ethnicity report percentages increase for Enrolled Oneida due to the hiring of Summer Student Interns and Summer Youth Workers to 59% in June 2016.

Increase in Number of Employees in comparison to the previous year. There were 2772 employees in June of 2015 and 2,778 employees in June 2016. This is an increase of only six (6) employees in comparison to the previous year.

Hires Report

For April – June 2016

- 73% of all hires were filled with enrolled Oneida Tribal members.
- 85% of all job reassignments were filled with enrolled Oneida Tribal members.
- 55% of all transfers were filled with enrolled Oneida Tribal members.



For April – June 2015

- 94% of all hires were filled with enrolled Oneida Tribal members.
- 86% of all job reassignments were filled with enrolled Oneida Tribal members.
- 75% of all transfers were filled with enrolled Oneida Tribal members.

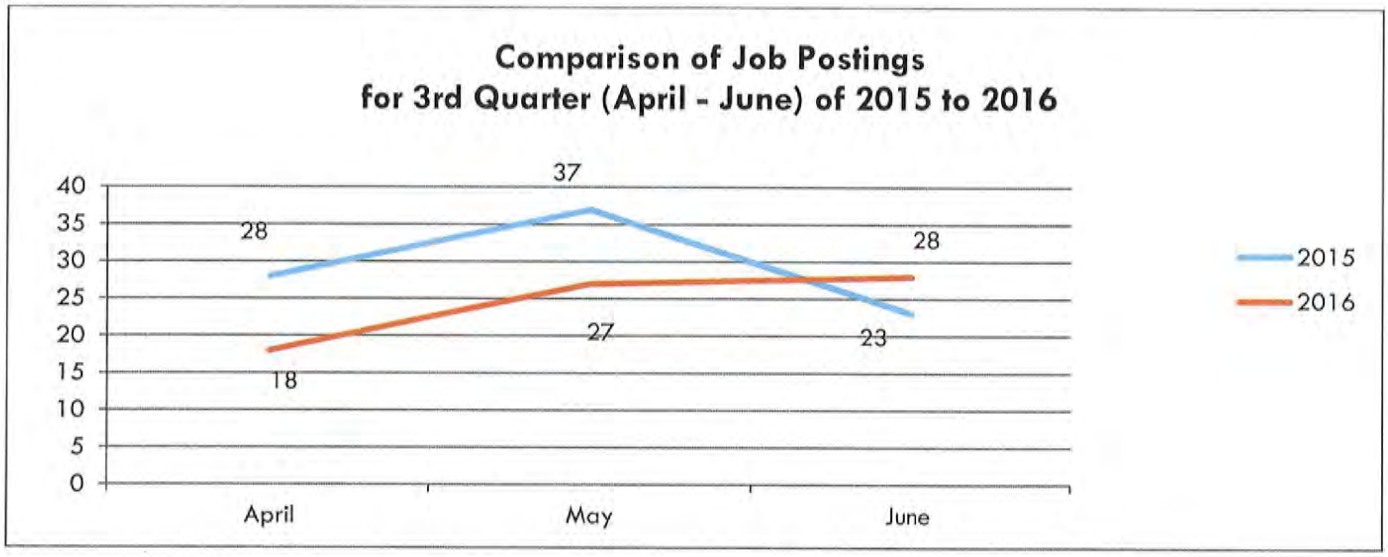
NOTE: There were 41 Summer Youth Workers and 30 Student Interns hired during the month of June. Although there were more hires for this quarter this year in comparison to last year, there are only an overall total of six (6) more total employees in comparison to the previous year during this time period.

Job Postings

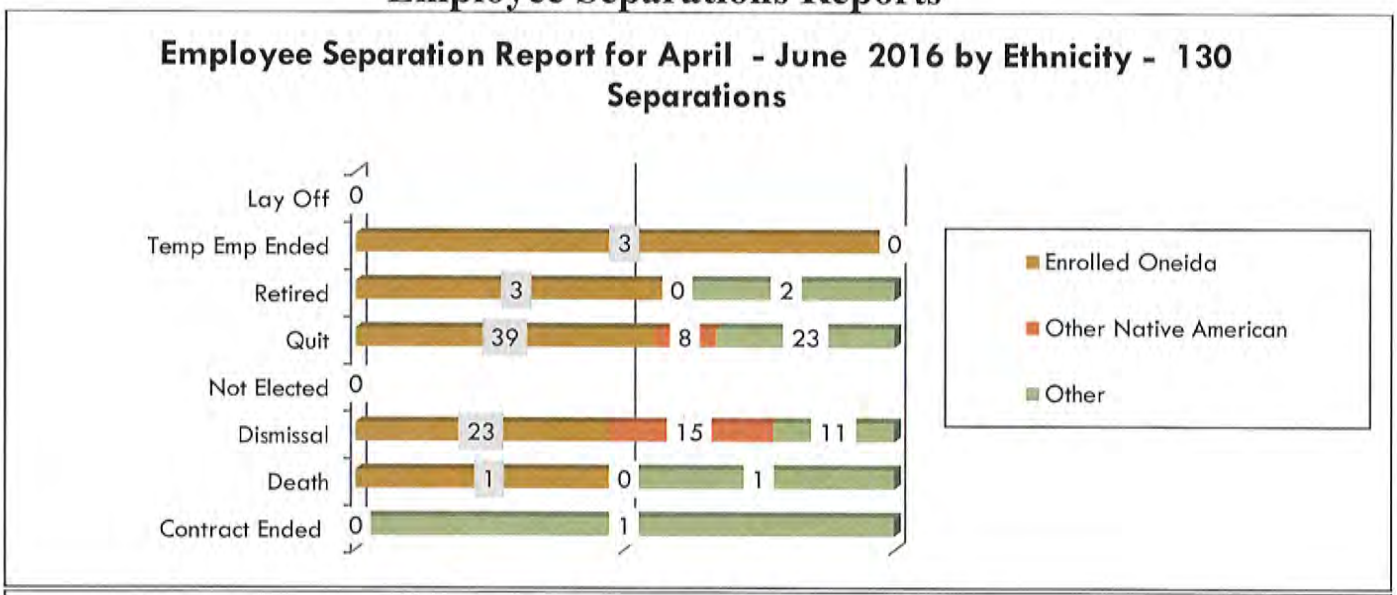
Job Postings by Division for April, May and June 2016				
	April	May	June	TOTAL
Gaming	8	8	11	27
Comprehensive Health	1	4	6	11
Development	1	1	0	2
Land Management	0	0	0	0
Environmental, Health & Safety	1	1	0	2
Internal Services	0	1	0	1
Enterprise	0	0	0	0
Finance	0	0	0	0
Non-Divisional	5	6	4	15
Governmental Services	2	6	7	15
Total	18	27	28	73

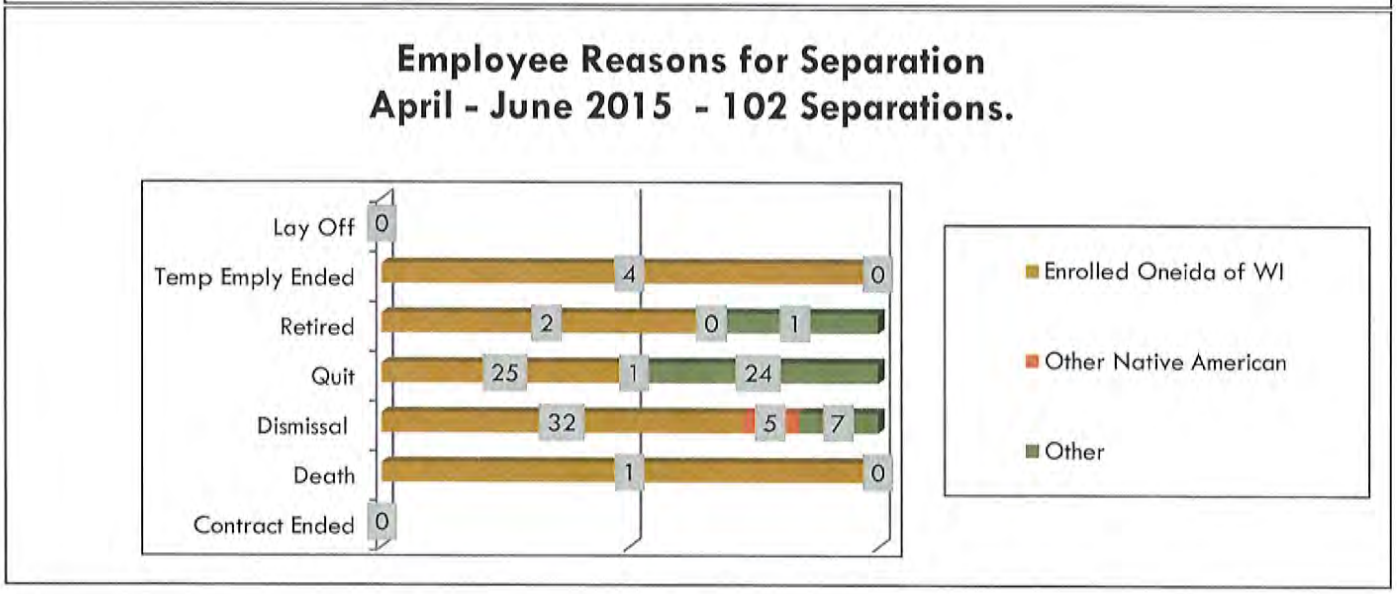
Job Positing by Division for April, May and June 2015				
	April	May	June	TOTAL
Gaming	5	5	3	13
Comprehensive Health	8	7	3	18
Development	0	2	0	2
Land Management	0	1	1	2
Environmental, Health & Safety	0	1	1	2
Internal Services	2	3	1	6
Enterprise	0	0	0	0
Finance	0	2	0	2
Non-Divisional	4	8	6	18
Governmental Services	9	8	8	25
Total	28	37	23	88

There were 15 few job descriptions posted during this quarter in FY2016 in comparison to FY2015.



Employee Separations Reports





There were a total of 130 employee separations for the period April through June 2016, compared to 102 employee separations for April - June 2015.

WORKFORCE DEVELOPMENT DEPT.

	April	May	June	TOTAL
TrANS	0	15	0	15
Work Certified	10	0	0	10
OutStanding Applicant	4	5	0	9
NWTC	0	11	11	22
Youth Employment Solution Success	5	4	0	9
Supportive Services	4	5	3	12
Mock Interviews	12	9	9	30
Presentations	11	20	4	35
Client Outreach	69	210	427	706
Collaboration with partners	10	28	57	95
Total	125	307	511	943

During the 3rd Quarter, Workforce Development did outreach to a total of 943 clients. Our Vision is to ***Build a Strong Oneida Workforce*** our project has two (2) 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 15 people (this includes our partnership numbers) applied for TrANS. Fifteen participants were chosen and completed TrANS, 90% of the participants are currently employed. This program has given these participants confidence and 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. Ten people were recruited for Work Certified and eight (8) were chosen and completed the program.

WFD has partnered with NWTC and CMN. We provided CDL training, Forklift training, and assistance for assorted classes to get in good standing with Higher Education. WFD has sponsored two (2) Forklifting classes that twenty-two (22) people signed up and twenty-two (22) completed and received Forklift Certification. We have reached out to all of our clients to assess where they are now and what are their current needs. WFD partnered with Economic Support to provide a Job Fair at the Radisson. We had one-hundred and forty (140) attendees, and advertised on our Facebook page where six-thousand (6000) people viewed the event and one-hundred and seventy-nine (179) said they were going. Forty (40) employers attended the event.

EMPLOYEE INSURANCES

During the third quarter of FY16, the Employee Insurance Department worked on the electronic submission of the 1094-C / 1095-C forms to the IRS. The electronic submission was completed and was "Accepted with Errors". Employee Insurance is evaluating the submission to identify why the errors are occurring and what can be done to correct those errors.

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.

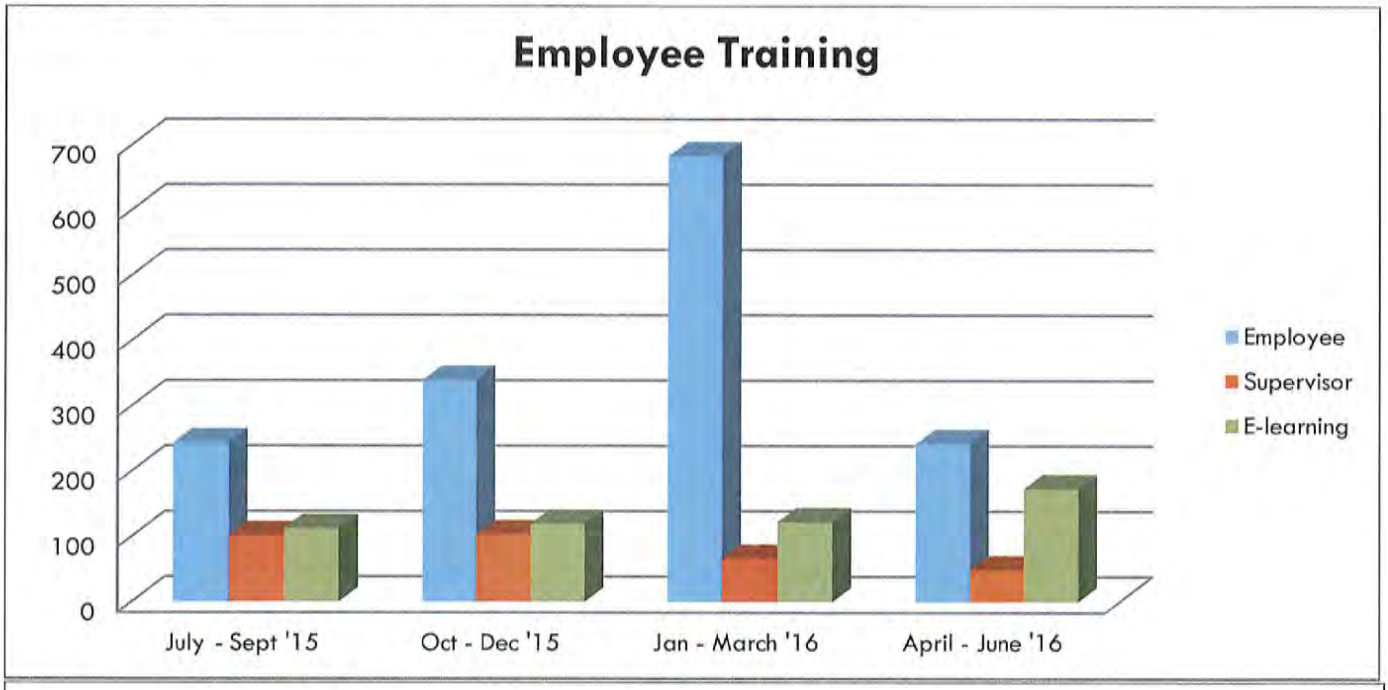
Insurance Requests Processed – Third Quarter FY16	
Type of Requests	**# of Requests Processed**
Leaves/Return to Work	180
Applications, Insurance Changes, Beneficiary, etc.	145
Disability	54
RAS Completions	77
Wellness Incentives	143
Note: This is not a complete listing of requests and does not take into account phone calls, walk-ins, emails, and other miscellaneous requests.	

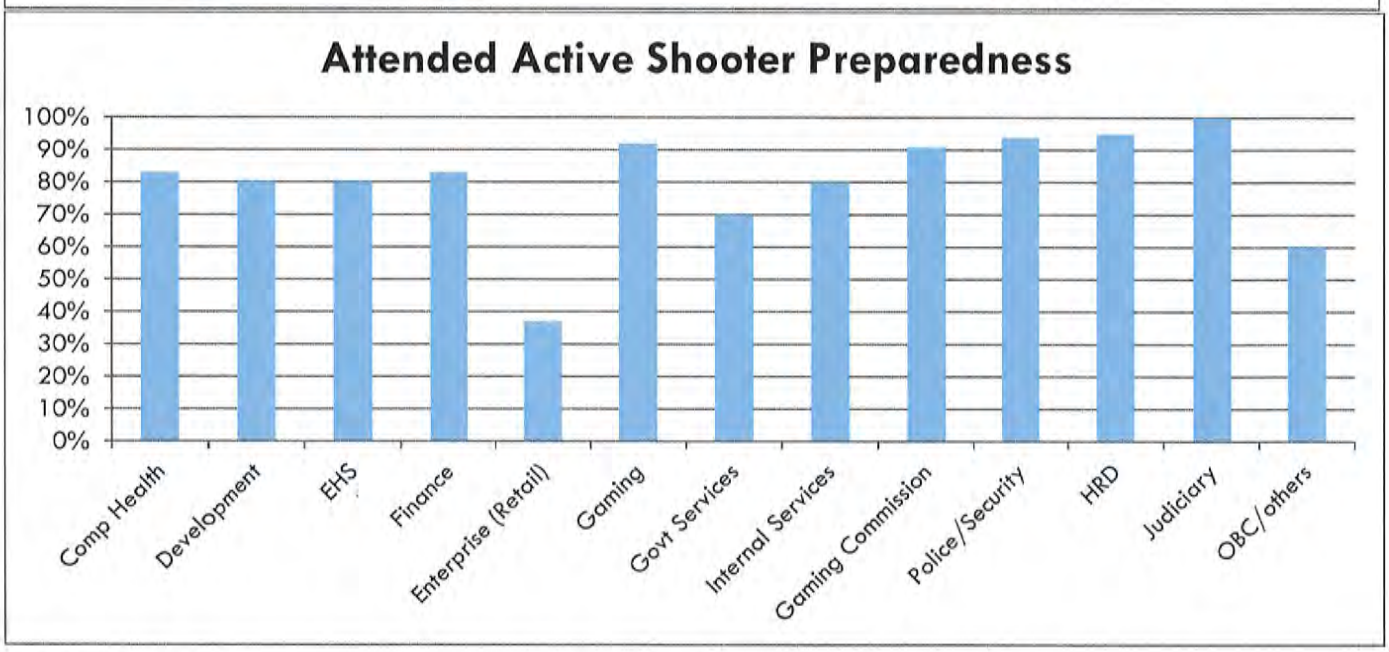
MONTHLY INSURANCE COUNT – June 2016

Breakdown	Employee Count	COBRA count	Breakdown	Employee Count	COBRA count
401K	1,687		Medical – Single	834	1
LIF52	2,526		Medical - Limited Family	475	
Short Term Disability	2,081		Medical – Family	608	
Long Term Disability	2,082				
Delta Dental – Single	665	7	Vision - Single	784	3
Delta Dental- Limited Family	465	1	Vision - Limited Family	537	1
Delta Dental - Family	616		Vision - Family	706	
Dental Associates – Single	127				
Dental Associates – Limited Family	74				
Dental Associates - Family	93				

The Employee Insurance Department consists of: Christina Blue Bird, Kimberly Schultz, Kristin Jorgenson and Josh Cottrell

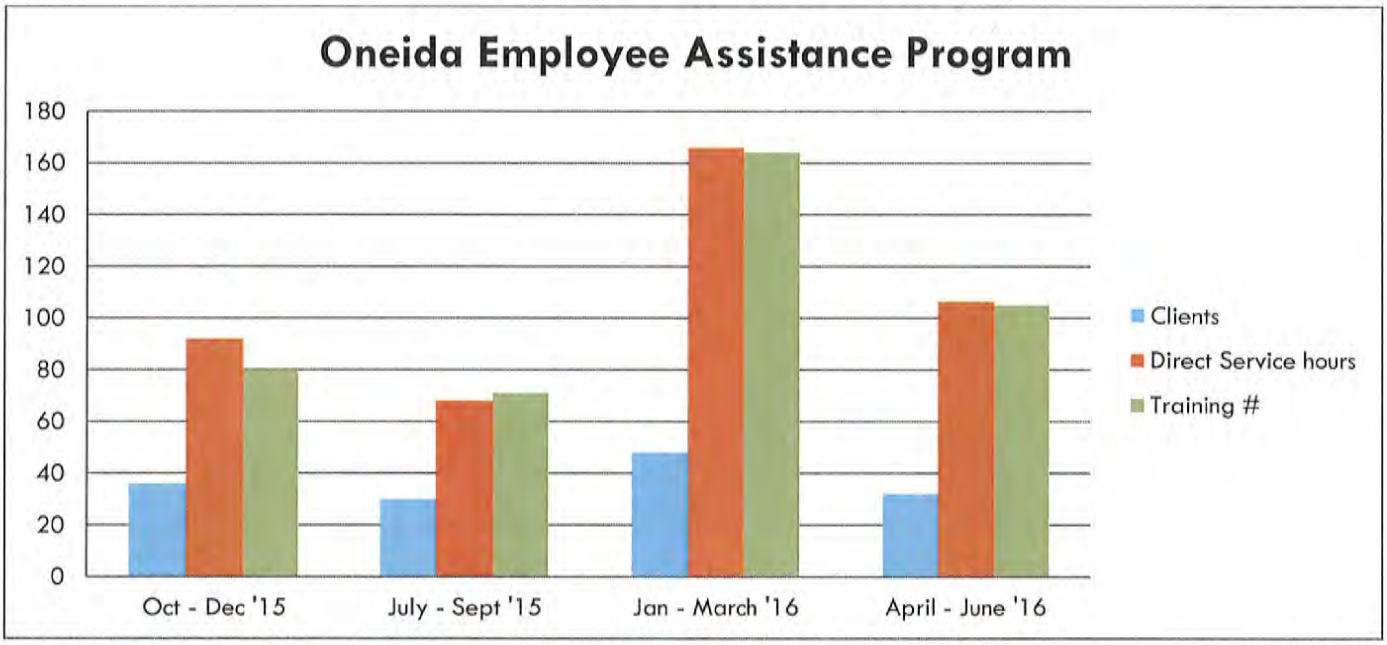
HRD TRAINING AND DEVELOPMENT





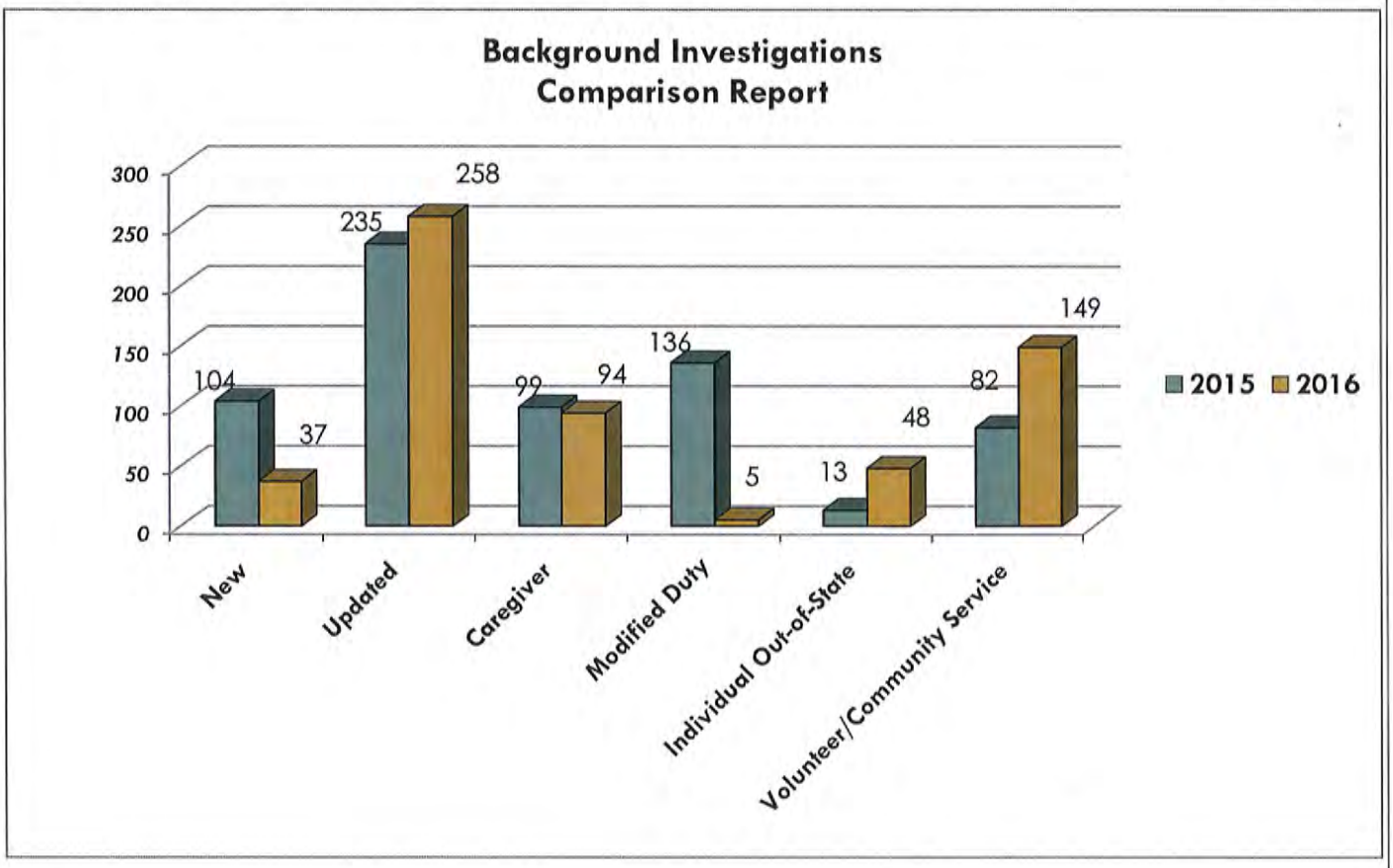
Total employees trained by Special Agent Brian Kastelic: **2017 (37 in February)**. Radisson/Wingate employees trained: 47. The numbers above do not include employees unable to attend due to leave of absence or layoff. GSD - Youth workers were removed from the percentage to more accurately reflect the percentage of employees required to attend.

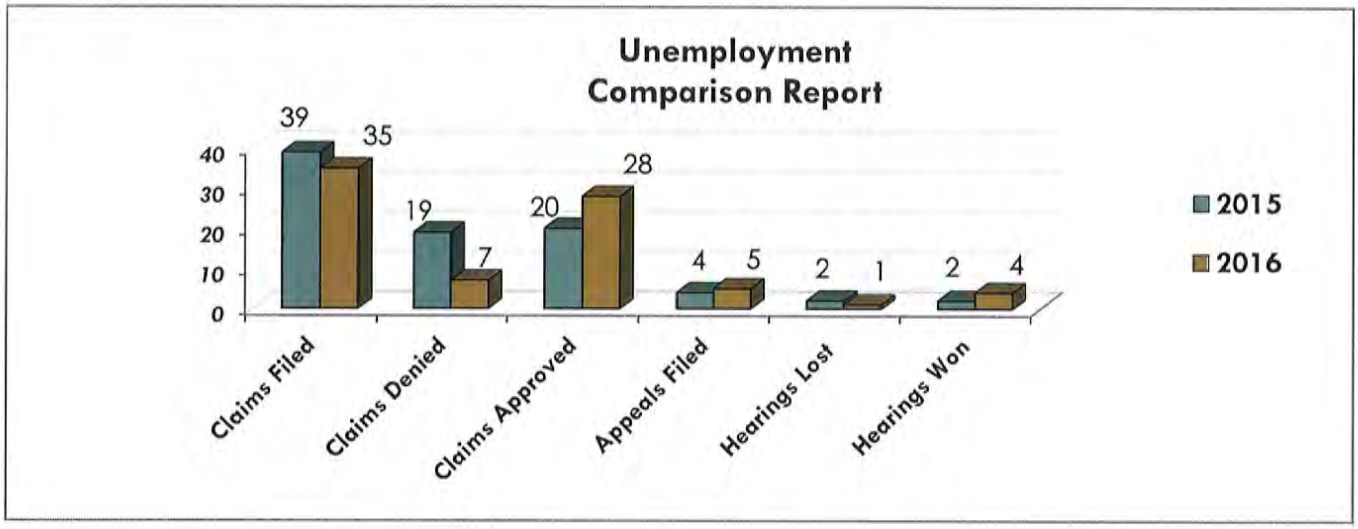
HRD Training team coordinated the event, with assistance of event registration volunteers mainly from HRD and Gaming Employee Services. Resources to hold the training came from Tourism (printed material), Risk Management, Emergency Management and the Radisson room and equipment rental and coffee.

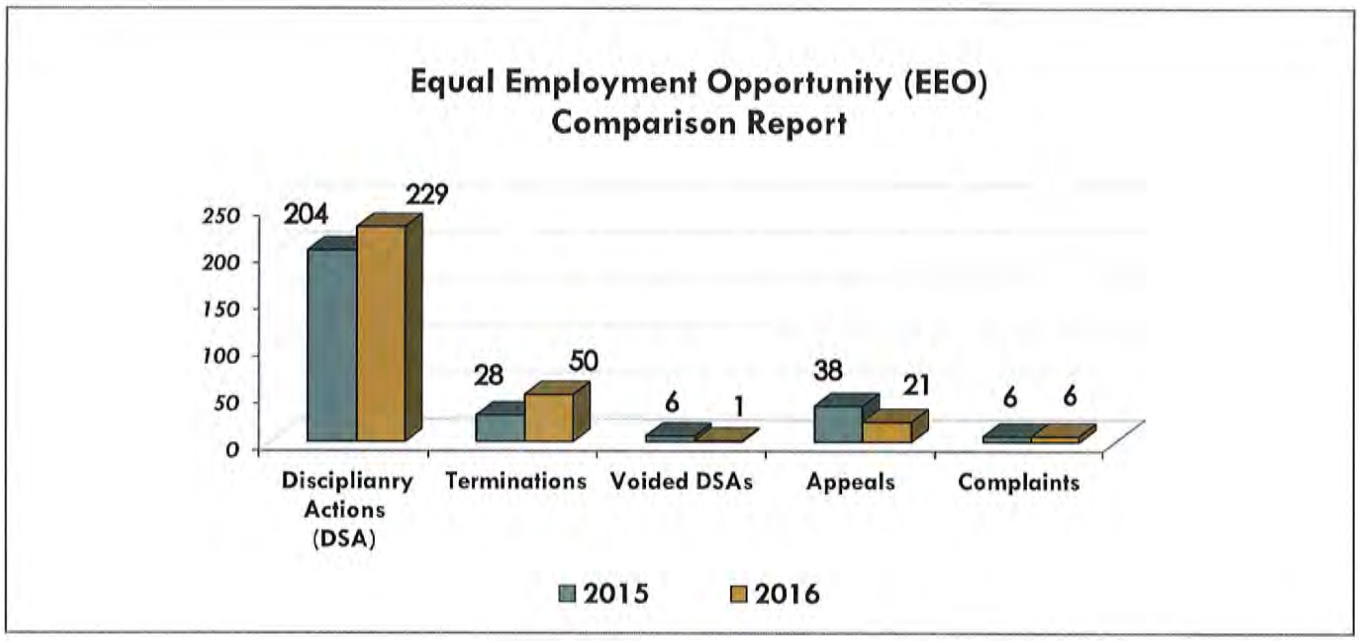


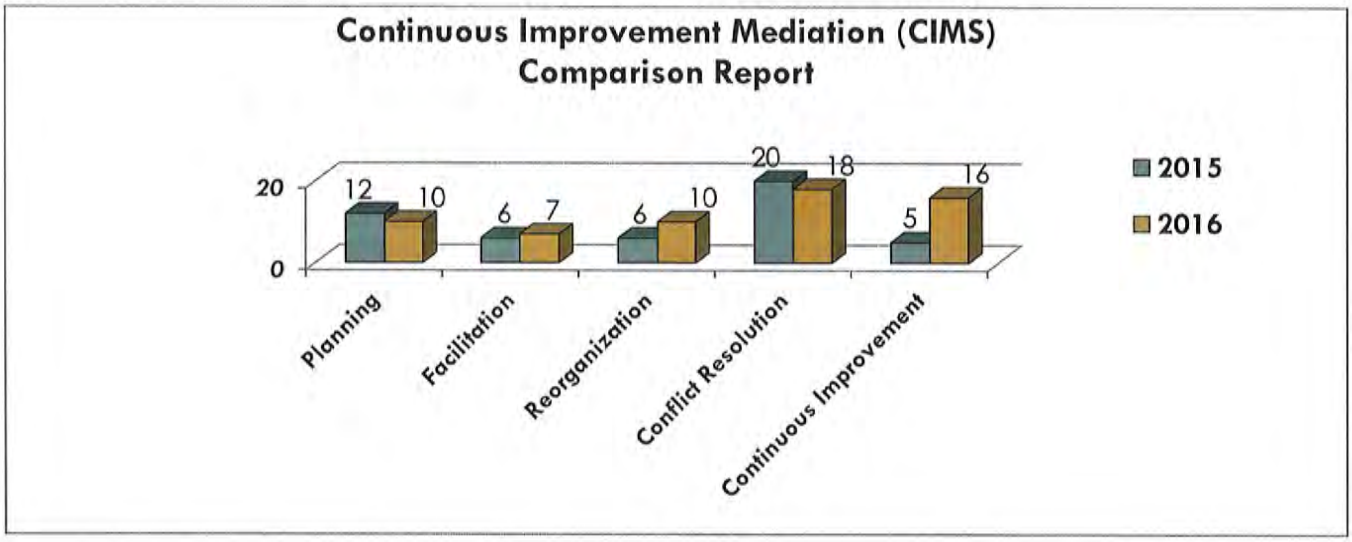
EAP Training includes: Book Clubs, Brown Bag lunch topics, Stress Management and Supervisor training.
*There was 4 DAFWP Return to Work Agreements this quarter

EQUAL EMPLOYMENT OPPORTUNITIES (EEO) DEPT.




Unemployment
Comparison Report
40
30
20
10
0
39
35
19
7
20
28
4
5
2
1
2
4
Claims Filed
Claims Denied
Claims Approved
Appeals Filed
Hearings Lost
Hearings Won
2015
2016


Equal Employment Opportunity (EEO)
Comparison Report
250
200
150
100
50
0
204
229
28
50
6
1
38
21
6
6
Disciplianry Actions (DSA)
Terminations
Voided DSAs
Appeals
Complaints
2015
2016


Continuous Improvement Mediation (CIMS)
Comparison Report
20
0
12
10
6
7
6
10
20
18
5
16
Planning
Facilitation
Reorganization
Conflict Resolution
Continuous Improvement
2015
2016

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 8 / 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:

Governmental Services Division third 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: Submitted by: Barbara Reynolds, Office Manager/GSD
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

8/10/2016

Governmental Services Division

Third Quarter Report

FY 16

Governmental Services Division

Third Quarter Report

Executive Summary

The third quarter report for Governmental Services is as follows. We also have representation from the Education and Training Area as well as Transit and Social Services. Education and Training staff will provide highl9ights of this past year to include graduation rates and GPA's for the local schools. Transit will provide an update on the Grant status. We have also have confirmation on an extension of the Yetiya?tanu'nha Program grant. This program works with the ONSS for graduating youth that are not able to thrive in a public school setting.

In addition, the Division is coordinating a fall activity program book which is targeted to ne available by the beginning of September.

Education and Training Area

The following is the scorecard information for the Education and Training Area for the 3rd Quarter along with a summary of the information within the reports. I have also attached all the reports for further detailed information.

Base Number of Customers:

Program	**April**	**May**	**June**
Child Care	63	65	63
YES	470	470	470
Job Training	106	87	138
Higher Education	829	843	861
Early Intervention	86	90	92
Arts	1858	1198	1201
CEC	205	185	185
TOTAL	3617	2938	3010

Utilization:

Program	**April**	**May**	**June**
Child Care	1323	1300	1323
YES	14245	9085	3512
Job Training	468	542	652
Higher Education	1110	2557	2362
Early Intervention	1000	600	90

Arts	5303	4568	5288
CEC	719	629	652
TOTAL	24168	19281	13879

Customer Service:

Program	**April**	**May**	**June**
Child Care	0%*	97%	90%
YES	100%	96%	0%**
Job Training	100%	100%	100%
Higher Education	100%	100%	94%
Early Intervention	99%	95%	0%**
Arts	96%	92%	100%
CEC***			
Average	99.0%	96.7%	96.0%

*no surveys returned

** end of school year no surveying

***due to re-organization no survey were given out. 4th quarter surveying clients will happen

Trends:

Early Intervention: 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 Child Care.

Job Training: As the temperatures begin to climb we are noticing a significant increase in the number of opportunities for those individuals seeking work. Availability of employment opportunities has led to a decrease in the number of individuals coming to the WIOA program seeking employment and employment support services. Since many of the "new" employment opportunities are of a seasonal or transitional nature we expect the current trend of labor force growth to reverse itself and trend back to normal. Consistent growth in the economy of northeast Wisconsin, however, could lead to continued job growth.

Arts: 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.

CEC: Customer usage remained highest through April and May following the school year. When school (college and k-12) released for summer usage of the CEC shrank. In approximately mid-June usage climbed again as college summer classes began to be in full swing. We have also noticed that on the warmest summer day's individuals may be seeking a place to get out of the heat. Utilization also tends to increase on week days of GTC meeting san large events such as the powwow, however, utilization typically drops when the events begin. We are seeing an increase in the number of non-Oneida individuals who are still connected to the Oneida community coming in to utilize space and/or services.

Challenges:

Child Care: Hiring qualified teacher to increase child enrollment. One change that was made to work with this challenge was to increase the teacher's wages, and reinstate hiring teacher trainees.

Youth Enrichment Services: Lack of appropriate staffing (staff/client ratios) and a vacant position continue to be a challenge in providing services to the youth. An additional Advocate also transferred to another area at the beginning of June, so there are two vacant Advocate positions. We hope to have both of those positions filled by the end of August. The Y.E.S. staff is addressing more social concerns with the youth than in past years. In the past the Advocates have spent a lot of time working with about ¼ of the client base on social issues, this year that number has moved to about 1/3 of the youth.

Concerns about the academic progress and school readiness for the kindergarten youth continues. The meeting with the Oneida Head Start staff did not lead to any ideas for improvement, as Head Start is also seeing the lack of readiness of the children entering Head Start. Early Intervention has offered to work together to help provide some parenting programming in the next school year.

Job Training: 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 person 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 person 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.

Planned Outcomes for 4th quarter:

Early Intervention: We are receiving more requests from community members on education and advocacy services and plan to have some 2 hour trainings this fall for families who have children that attend public school. This will help parents learn to advocate for themselves.

Child Care: Hire staff and take children off the waiting list (increase enrollment by 15 children). Present business plan to the Oneida Business Committee.

Youth Enrichment Services: Hire vacant position and gear up for the 2016-2017 school year.

Higher Education: Continue to disburse the Oneida Higher Education Scholarship to finish out 2016 academic year and begin the disbursements for the 2017 academic year. Working on procedures for "new student" contact for first time students and the graduation report.

Arts: We are working on our Music from Our Culture camp (July 25-August 11), our tour with MOC at the end of August to perform at the Big Top in Bayfield, our trip to Seattle with KLU in September, our Wisconsin Arts Board grant fringe programming at the International Raised Bead work Conference In Oneida in September, and the opening of an exhibit on the rise of raise beadwork in Wisconsin opening at the Watrous Gallery in Madison. We will measure our fringe programming for customer satisfaction.

CEC: We will finish the remodel work on the CEC. We will continue to expand community programming and assist the community in connecting with the programs

and services they are in need of or want access to. Finally, we will continue to analyze and rework job descriptions and expectations for staff members.

Youth Enrichment Services Program

Mission – to assist in the advancement of educational, cultural, and social development of American Indian students in the Oneida community and select schools in surrounding school districts.

Program Operational Plan

Initiatives/Major Activities	Critical Success Factor	Short Term Outcomes	Intermediate Outcomes	Long Term Outcomes
Increased Graduation Rates	Student Graduation 90%>	80% of students Graduating	90% of students Graduating	100% of Students Graduating
Improve GPAs	GPA 3.0>	75% w/GPA>2.5	90% w/GPA > 3.0	100% w/GPA >3.0
Positive Self-concept and Self Esteem	Knowledge, skills, abilities (based on benchmarks for their grade level), culture, interpersonal skills.	75% of students assessed and with development plans.	50% of youth participating in extra-curricular activities.	75% demonstrating positive behavioral traits, characteristics.

Objective 2: Improve Customer Experience (Surveys)

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
96.0%	94.0%	96.0%	96.0%	96.0%	95.0%	100%	96%	NA	NA	NA	NA

Objective 7: Utilization of Growth & Development Opportunities PM 1 of 2 (Base No. of Customers)

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
433	453	453	453	453	453	470	470	470	NA		

The base number of customers is the number of Y.E.S. Eligible youth who may receive services at the Y.E.S. schools. This number does not include the Title VII youth who may also be receiving services. Y.E.S. Eligible means that the program has a Parental Release, American Indian Student Eligibility Form, and verification that the child is either enrolled in a federally recognized tribe or ¼ American Indian.

Objective 7: Utilization of Growth & Development Opportunities PM2 of 2 (Usage/Contacts)

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
11,778	8,671	7,338	7,901	15,989	14,516	14,245	9,081	3,512	NA		

Objective 8: Improve Growth & Development Outcomes (Client Development Plans Completed)

Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	June	July	Aug	Sept
22%	22%	25%	26%	28%	41%	42%	42%	NA	NA		

Graduation Rates

Intermediate Outcome of this initiative is 90% of the Y.E.S. eligible youth graduating.

The graduation rate for this year was 92%, exceeding this outcome.

	2015 – 2016			2014 – 2015			2013-2014		
YES Program	Total No. of Native Seniors	YES Eligible	YES Eligible Grads	Total No. of Native Seniors	YES Eligible	YES Eligible Grads	Total No. of Native Seniors	YES Eligibl e	YES Eligibl e Grads
Freedom	10	2	2	6	2	2	3	2	1
Southwest	32	19	18	40	15	14	31	18	14
Pulaski	9	5	5	12	5	5	13	5	5
Seymour	18	15	12	18	16	15	17	14	13
West De Pere	14	9	9	13	13	13	17	16	16
Totals	83	50	46	89	51	49	81	55	49
% of YES Eligible Youth		60%	92%		57%	96%		67%	89%

YES Eligible Seniors may include Special Education students who may not be graduating with their cohort.

Grade Point Averages

These numbers do not include the GPAs for the Title VII youth that are served by the Y.E.S. Staff.

Operational Plan Initiative - Improve GPAs with short term outcomes of 75% of the youth having a GPA >2.5, intermediate outcome of 90% of the youth with a GPA >3.0, and a long term outcome of 100% with a GPA >3.0. Knowledge, skills and abilities based on the students' grade level.

Grade Point Averages – Elementary Level - 2015-2016

King Elementary and Rock Ledge Primary/Intermediate							Totals
Grade	K	1	2	3	4	5	
No. of Youth	**11**	**9**	**22**	**16**	**18**	**21**	**97**
0.00 - 0.99	0	0	0	0	0	0	0
1.0 - 1.99	1	2	1	0	1	0	5
2.0 - 2.24	1	0	0	2	1	1	5
2.25 - 2.49	1	2	4	4	2	4	17
2.5 - 2.74	3	1	7	5	5	6	27
2.75 - 2.99	3	2	4	5	6	9	29
3.0 - 3.24	1	2	6	0	2	1	12
3.25 - 3.49	0	0	0	0	1	0	1
3.50 - 3.74	1	0	0	0	0	0	1
3.75 - 3.99	0	0	0	0	0	0	0
4.00	0	0	0	0	0	0	0

Grade Point Averages

Middle School Level - 2015-2016

Lombardi, Seymour and West De Pere Middle Schools				
Grade	6	7	8	
No. of Youth	**50**	**49**	**44**	**143**
0.00 - 0.99	1	0	2	3
1.0 - 1.99	5	10	8	23
2.0 - 2.24	6	5	5	16
2.25 - 2.49	5	6	4	15
2.5 - 2.74	2	9	3	14
2.75 - 2.99	9	8	2	19
3.0 - 3.24	3	8	5	16
3.25 - 3.49	9	2	6	17
3.50 - 3.74	7	1	6	14
3.75 - 3.99	3	0	3	6
4.00	0	0	0	0

Grade Point Averages

High School Level - 2015-2016

Southwest, Seymour and West De Pere High Schools					
Grade	9	10	11	12	
No. of Youth	**51**	**53**	**47**	**37**	**188**
0.00 - 0.99	6	3	5	4	18
1.0 - 1.99	17	16	12	7	52
2.0 - 2.24	3	4	9	3	19
2.25 - 2.49	3	4	4	7	18
2.5 - 2.74	9	5	5	6	25
2.75 - 2.99	4	5	2	1	12
3.0 - 3.24	1	8	4	3	16
3.25 - 3.49	2	4	3	3	12
3.50 - 3.74	2	3	2	2	9
3.75 - 3.99	2	1	1	0	4
4.00	2	0	0	1	3

Y.E.S. Program GPA - % of 2.5 or Above By School and Marking Period						
School		No. of Y.E.S. Youth	% with GPA of 2.5 to 2.99	% with GPA of 3.0% or above	% of Youth at 2.5 or above	Number of Y.E.S. Youth Below a 2.5
King Elementary	Trimester 1	45	44	23	67	15
King Elementary	Trimester 2	52	49	38	87	7
King Elementary	Trimester 3	55	49	39	88	7
Average		51	47	33	81	
Lombardi Middle	Semester I	55	21	36	57	24
Lombardi Middle	Semester 2	56	12	32	44	25
Average		56	17	34	51	
Southwest High	Semester I	64	25	21	46	29
Southwest High	Semester 2	62	17	17	34	21
Average		63	21	19	40	
Rock Ledge Pri./Int.	Semester I	46	65	5	70	14
Rock Ledge Pri./Int.	Semester 2	41	71	2	73	11
Average		44	68	4	72	
Seymour Middle	Semester I	64	19	50	69	20
Seymour Middle	Semester 2	64	30	36	66	22
Average		64	25	43	68	
Seymour High	Semester I	74	27	22	49	38
Seymour High	Semester 2	69	21	26	47	37

Average		72	24	24	48	
West De Pere Middle	Trimester I	24	14	49	63	9
West De Pere Middle	Trimester 2	22	12	48	60	9
West De Pere Middle	Trimester 3	22	18	45	63	8
Average		23	15	47	62	
West De Pere High	Trimester I	47	10	42	52	23
West De Pere High	Trimester 2	48	10	43	53	23
West De Pere High	Trimester 3	48	23	27	50	24
Average		48	14	37	52	

% of Y.E.S. Youth with at GPA of 2.5 by Grade

School	Green Bay King Elementary School												
Year	Tri. I 2015 – 2016							Tri. II 2015-2016					
No. Of Youth	3	5	10	9	17	1		7	5	11	9	9	11
Grade	**K**	**1**	**2**	**3**	**4**	**5**		**K**	**1**	**2**	**3**	**4**	**5**
%2.5-2.99	0%	20%	60%	22%	65%	100%		43%	20%	55%	79%	56%	45%
%3.0+	**33%**	**40%**	**40%**	**0%**	**24%**	**0%**		**57%**	**40%**	**45%**	**0%**	**33%**	**55%**
Total 2.5+	33%	60%	100%	22%	89%	100%		100%	60%	100%	78%	89%	100%

School	Green Bay King Elementary School												
Year	Tri. III 2015 – 2016							2014-2015					
No. Of Youth	3	5	10	9	17	1		13	21	11	12	18	20
Grade	**K**	**1**	**2**	**3**	**4**	**5**		**K**	**1**	**2**	**3**	**4**	**5**
%2.5-2.99	57%	20%	37%	78%	44%	55%		61%	33%	64%	67%	45%	50%
%3.0+	**43%**	**40%**	**55%**	**0%**	**56%**	**45%**		**38%**	**43%**	**0%**	**17%**	**11%**	**20%**
Total 2.5+	100%	60%	91%	78%	100%	100%		99%	76%	64%	84%	56%	70%

% of Y.E.S. Youth with at GPA of 2.5 by Grade

School	Green Bay Lombardi Middle School										
Year	Sem. I 2015-2016				Sem. II 2015-2016				2014-2015		
No. Of Youth	19	18	18		20	18	18		23	29	28
Grade	**6**	**7**	**8**		**6**	**7**	**8**		**6**	**7**	**8**
%2.5-2.99	32%	28%	11%		15%	22%	0%		39%	13%	39%
%3.0+	**53%**	**28%**	**28%**		**45%**	**11%**	**39%**		**57%**	**24%**	**21%**
Total 2.5+	85%	48%	38%		60%	33%	39%		96%	37%	60%

% of Y.E.S. Youth with a GPA of 2.5 by Grade

School	Green Bay Southwest High School											
Year	Sem. I 2015-2016				Sem. II 2015-2016				2014-2015			
No. Of Youth	16	16	17	15	17	17	17	11	20	15	15	11
Grade	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**
%2.5-2.99	25%	19%	29%	27%	12%	24%	18%	27%	25%	13%	20%	0%
%3.0+	**6%**	**25%**	**24%**	**27%**	**6%**	**24%**	**18%**	**18%**	**15%**	**27%**	**13%**	**18%**
Total 2.5+	31%	44%	53%	54%	18%	48%	36%	35%	40%	40%	33%	18%

% of Y.E.S. Youth with a GPA of 2.5 by Grade

School	Seymour Rock Ledge Primary/Intermediate												
Year	Sem. I 2015-2016							2014-2015					
No. Of Youth	5	4	11	7	9	10		4	19	11	14	17	27
Grade	**K**	**1**	**2**	**3**	**4**	**5**		**K**	**1**	**2**	**3**	**4**	**5**
%2.5-2.99	80%	75%	55%	86%	56%	30%		100%	37%	27%	57%	41%	15%
%3.0+	**0%**	**0%**	**9%**	**0%**	**0%**	**20%**		**0%**	**0%**	**0%**	**0%**	**12%**	**0%**
Total 2.5+	80%	75%	64%	86%	56%	50%		100%	37%	27%	57%	53%	15%

School	Seymour Rock Ledge Primary/Intermediate						
Year	Sem. II 2015-2016						
No. Of Youth	5	3	9	7	7	10	
Grade	**K**	**1**	**2**	**3**	**4**	**5**	
%2.5-2.99	100%	67%	56%	86%	71%	44%	
%3.0+	**0%**	**0%**	**11%**	**0%**	**0%**	**0%**	
Total 2.5+	100%	67%	67%	86%	71%	44%	

% of Y.E.S. Youth with a GPA of 2.5 by Grade

School	Seymour Middle School										
Year	Sem. I 2015-2016				Sem. II 2015-2016				2014-2015		
No. Of Youth	25	19	20		24	20	20		28	26	24
Grade	**6**	**7**	**8**		**6**	**7**	**8**		**6**	**7**	**8**
%2.5-2.99	20%	26%	10%		21%	40%	30%		22%	16%	16%
%3.0+	**44%**	**37%**	**70%**		**42%**	**15%**	**50%**		**54%**	**62%**	**71%**
Total 2.5+	64%	63%	80%		63%	55%	80%		76%	78%	87%

% of Y.E.S. Youth with a GPA of 2.5 by Grade

School	Seymour High School											
Year	Sem. I 2015-2016				Sem. II 2015-2016				2014-2015			
No. Of Youth	19	22	19	14	18	21	19	11	33	27	17	15
Grade	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**
%2.5-2.99	47%	23%	21%	14%	39%	14%	11%	18%	15%	14%	18%	7%
%3.0+	**16%**	**32%**	**26%**	**14%**	**22%**	**29%**	**26%**	**27%**	**18%**	**14%**	**12%**	**33%**
Total 2.5+	63%	55%	47%	29%	61%	43%	37%	45%	33%	28%	30%	40%

% of Y.E.S. Youth with a GPA of 2.5 by Grade

School	West De Pere Middle School											
Year	Tri I 2015-2016			Tri II 2015-2016			Tri III 2015-2016			2014-2015		
No. Of Youth	6	11	7	6	11	5	6	11	5	10	8	15
Grade	**6**	**7**	**8**	**6**	**7**	**8**	**6**	**7**	**8**	**6**	**7**	**8**
%2.5-2.99	17%	9%	14%	17%	0%	20%	17%	18%	20%	30%	50%	33%
%3.0+	**83%**	**36%**	**29%**	**67%**	**36%**	**40%**	**67%**	**27%**	**40%**	**30%**	**38%**	**13%**
Total 2.5+	100%	45%	43%	84%	36%	60%	84%	45%	60%	60%	88%	46%

% of Y.E.S. Youth with a GPA of 2.5 by Grade

School	West De Pere High School															
Year	Tri I 2015-2016				Tri II 2015-2016				Tri III 2015-2016				2014-2015			
No. of Youth	14	14	11	8	14	14	11	9	15	14	11	8	17	15	14	8
Grade	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**	**9**	**10**	**11**	**12**
%2.5-2.99	14 %	14 %	9%	0%	14 %	14 %	9%	0%	13 %	21 %	27 %	13 %	12 %	13 %	7%	38 %
%3.0+	**36 %**	**43 %**	**27 %**	**63 %**	**36 %**	**43 %**	**27 %**	**67 %**	**20 %**	**29 %**	**9 %**	**50 %**	**41 %**	**27 %**	**50 %**	**50 %**
Total %2.5+	50 %	57 %	36 %	63 %	50 %	57 %	36 %	67 %	33 %	50 %	36 %	63 %	53 %	40 %	57 %	88 %

We will continue to struggle with meeting the GPA goals as long as we are understaffed. Based on recommended staff to client ratios, all of the Y.E.S. program locations are understaffed. The Seymour Middle School site was without Advocate for most of the school year. The Seymour High School Advocate left the program at the beginning of June. Both Advocate positions are posted and interviews will be conducted the first week of August. The targeted start date is August 22nd.

There are no Specialist positions at King Elementary or West De Pere High School. There is also no Advocate position for West De Pere Middle School. All three positions have been requested as part of the 2017 budget.

Positive Self-concept and Self-Esteem

Students assessed and with development plans – 42% of the youth had client development plans developed. Lack of sufficient staff to address the social needs of the children/youth at King Elementary, Seymour Middle School, West De Pere Middle School has prevented us from achieving the goal of 75%. Many of the students have been assessed, but staff has not had the time to document/fully develop a plan for each of the youth.

Staff and school team meetings will be held to discuss program changes/modifications. The manager will work more closely with those team members who were unable to complete /carry out plans to adjust program/service delivery. One consideration is changing the focus/job descriptions of the Y.E.S. Advocates to place more emphasis on monitoring grades and attendance (case management) versus planning/facilitating groups, culture, and post-secondary activities.

Extra-curricular Activities

Of 470 Y.E.S. youth, 208 (44%) participated in extra-curricular activities for the year. The 44% is slightly below the intermediate outcomes of the plan and I believe that we will be at the 50% goal when the King report is updated. King Elementary is not included due to a computer malfunction and those numbers will be updated in September, when the Advocate returns to work. The youth's extra-curricular activity participation was at 50% for the first semester.

There is no Advocate at West De Pere Middle School, so we do not have the extra-curricular activity information. The Advocate at Seymour Middle School was unavailable for most of the year, so we do not have information for those youth. In addition to participating in Y.E.S. Program groups/activities, the youth participated in:

Chorus	Track & Field	Cross Country	Softball
Basketball	Musical	Student Council	School Play
Football	Soccer	Band	Baseball
Lacrosse	Volleyball	Golf	Wrestling

Other activities included membership in school clubs/organizations, such as Chess, French, Spanish, Future Farmers of American, DECA, Students Against Drunk Driving, running (in preparation for the Cellcom/Bellin, bowling, hockey, etc.

While not recognized as an extra-curricular activity, the Y.E.S. Staff has ensured that a number of the Y.E.S. youth participate/participated in the following activities to encourage post-secondary education and career exploration:

Bellin College of Nursing Information Session

Oneida Higher Education College Fair

Oneida Community Health Center Health Career Fair

St. Norbert College Native Day

UW Oshkosh Native Preview Day

UW Madison Information Technology Academy *(ITA)* Tribal Technology Institute *(TTI)* *(ITA* requires continued academic and social support for the students who have been accepted into this multi-year program. There are currently two cohorts of Oneida youth participating in the ITA Program.)

The majority of the Y.E.S. youth participate in a group or groups that promote/enhance positive self-esteem and identity. Groups are held at various times of the day, depending on the needs of the youth and the school schedules. There is a morning program at King Elementary School, which is operated with the assistance of the TRAILS and the Green Bay Title VII Program. Lunch periods may include presentations on various topics, Oneida Language or Culture presentations, or lunch bunch groups to get to catch up with the youth. Homework help and beading circles may be held after school. Two staff members also assist with after-school homework help at the County H Building on Mondays and Wednesdays. The TRAILS program was also requested to provide programming at Seymour's Rock Ledge Primary and Intermediate schools to help address some behavior concerns.

The Green Bay Y.E.S. Staff collaborated with Experiential and Adventures to host a transition/leadership development program to assist the children transitioning from King Elementary to Lombardi Middle School and from Lombardi Middle School to Southwest High School. Participation in this program was voluntary.

The Y.E.S. Staff will continue to work on assisting the youth with improving their GPAs to meet the >2.5 GPA targets. They will also continue monitoring and working with the high school seniors to meet the graduation rate initiative. The social development of the youth is on-going through one-on-one meetings/support as well as continuing with groups. Some of the reports have or will be reformatted to streamline reporting.

There is a new Y.E.S. Specialist at Seymour Rock Ledge. The Specialist began working on client development plans , getting to know the children, and tutoring after the start of the new year. The Specialist's emphasis will be on working with the K – 3rd grade youth who are struggling academically. Summer school help was also be provided.

Challenges

Lack of appropriate staffing (staff/client ratios) and a vacant position continue to be a challenge in providing services to the youth. An additional Advocate also transferred to another area at the beginning of June, so there are two vacant Advocate positions. We hope to have both of those positions filled by the end of August. The Y.E.S. Staff is addressing more social concerns with the youth than in past years. In the past the Advocates have spent a lot of time working with about ¼ of their client base on social issues, this year that number has moved to about 1/3 of the youth.

Concerns about the academic progress and school readiness for the kindergarten youth continues. The meeting with the Oneida Head Start staff did not lead to any ideas for improvement, as Head Start is also seeing the lack of readiness of the children entering Head Start. Early Intervention has offered to work together to help provide some parenting programming in the next school.

A couple of discussions have taken place to see how we can better meet the needs of the youth. Ideas have included changing the Y.E.S. Advocate job descriptions and/or hiring a social worker(s). The job

descriptions may be changed to emphasize social work/case management. A related concern in changing the qualifications of the Advocate would be a potential budgetary impact in consideration of a change in qualifications or adding a social worker.

The Y.E.S. Staff have received additional training to help with addressing some of the social issues the youth are experiencing. Many have received Trauma Informed Care Training and Youth Mental Health First Aid training since the beginning of the school year.

New initiative: Vocational and Technical Education Program. Education & Training is developing new opportunities for students to explore different careers with area businesses to benefit from a pipeline of skilled workers. The goal is to train our successors. You do not find a career by accident anymore- students need to be more intentional. We try to provide opportunities so they can realize their dreams, but, also have a method to the madness.

Rather than re-create the wheel, Education & Training decided to partner with the Greater Green Bay Chamber's Youth Apprentice Program. There may be too much emphasis on students with a 4-year baccalaureate degree. People can earn a very good living wage with a career in the trades-nursing, welding, carpentry or auto mechanics- so the apprentice program brings back the vocational education programs. It also provides development opportunities for students to explore different careers.

In the 2016/2017 school year, eight Oneida Students will be part of the Youth Apprenticeship Program. These high school juniors or seniors will be working in hospitality, engineering, journalism, public relations, pharmacy or nursing.

Our best recruitment is going to be students that are satisfied and like the program. This is the first time we are participating in the program, and while we are late to the game, we are hooking on to a moving train.

Parks, Recreation, Fitness and Adventure Area

Recreation

Third Quarter

Month	Attendance – Visits	Current Members
April 2016	2350	485
May 2016	3622	585
June 2016	5022	606

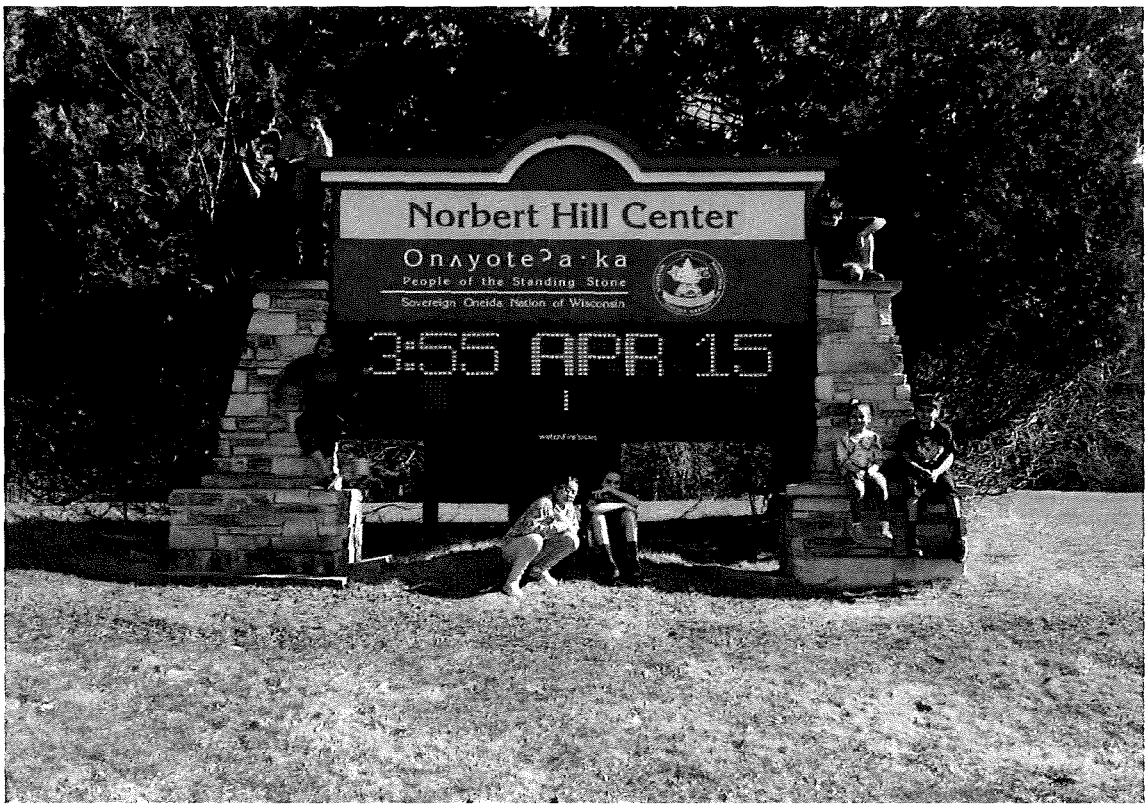
*NOTE: all memberships will need to be renewed beginning 1/1/16.

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:
  38 memberships (6.5%) (19-Male/19-Female 28-Oneida/Desc./5-Other Tribe/5-Other)
- School Age – 6-12 years:
  311 memberships (51%) (188-Male/123-Female 191-Oneida/13-Desc./45-Other Tribe/ 62-Other)
  NOTE: Youth need to be 7 years of age to attend the Recreation after-school program.

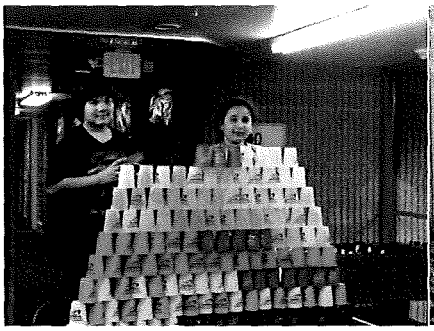
Physical Development Needs: *This age group is finally learning to master gross and fine motor skills. They have lots of energy and enjoy physical activities and structured games with rules. Our Sports & Fitness area provide ample opportunities for school-age children to expend their extra energy. We 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.*

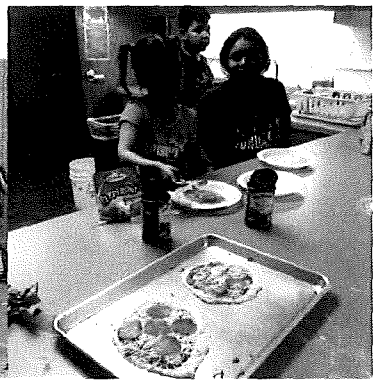
Month	Outcome	Civic Center Result	Clifford E. Webster Result
April 2016	Each member completes 60 minutes of physical activity/day.	26%	47%
May 2016	Each member completes 60 minutes of physical activity/day.	30%	47%
June 2016	Each member completes 60 minutes of physical activity/day.	NA	NA
TOTAL		28%	47%



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**
April 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	41%	52%
May 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	45%	49%
June 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	NA	NA
TOTAL		43%	51%





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**
3rd Grading Period	Complete homework assignments daily and increase GPA.	0 report cards	12 report cards
	Average GPA	0.00	3.09

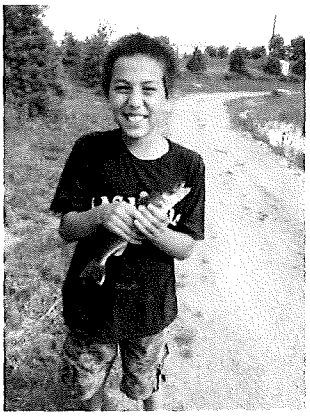
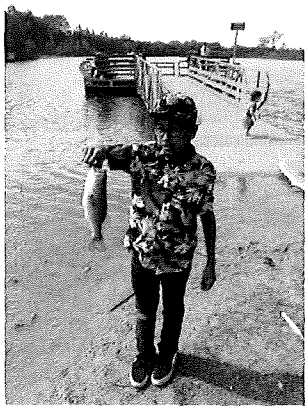
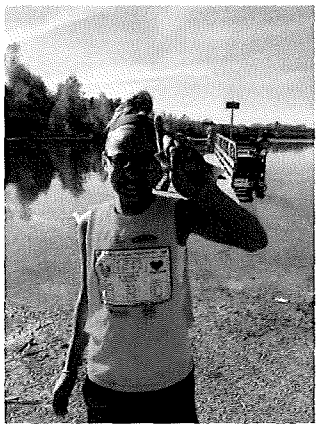
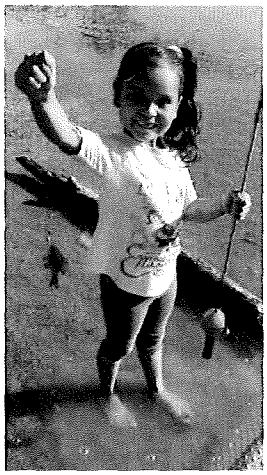
Month	Outcome	Civic Center Result	Clifford E. Webster Result
April 2016 MOC	Participants will be exposed to a variety of art mediums & techniques	0%	20%
May 2016 Girls/Guys Groups	Participants will be exposed to a variety of art mediums & techniques	0%	31%
June 2016	Participants will be exposed to a variety of art mediums & techniques	NA	NA
TOTAL		0%	25%

- Adolescent – 13-18 years:

86 memberships (14%) (52-MALE 34-FEMALE 67-Oneida/2-Desc. 7-Other Tribe 10-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
April 2016	Each member completes 60 minutes of physical activity/day.	16%	15%
May 2016	Each member completes 60 minutes of physical activity/day.	19%	12%
June 2016	Each member completes 60 minutes of physical activity/day.	NA	NA
TOTAL		18%	14%

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
April 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	12%	13%
May 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	15%	16%
June 2016	Participants learn about each pillar of Character Development and have opportunities to exhibit them.	NA	NA
TOTAL		14%	15%

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
3rd Grading Period	Complete homework assignments daily and increase GPA.	2 report cards	1 report card
	Average GPA	2.00	2.90

Month	Outcome	Civic Center Result	Clifford E. Webster Result
April 2016 MOC	Participants will be exposed to a variety of art mediums & techniques	0%	2%
May 2016 Girls/Guys Groups	Participants will be exposed to a variety of art mediums & techniques	0%	6%
June 2016	Participants will be exposed to a variety of art mediums & techniques	NA	NA
TOTAL		0%	4%

- Young Adult – 19-35 years:

38 memberships (6.5%) (26-MALE 12-FEMALE 31- Oneida/1-Desc. /1-Other Tribe/ 5-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
April 2016	22
May 2016	37
June 2016	4
TOTAL	63

- Middle Age – 36-64 years:

50 memberships (8%) (24-MALE 26-FEMALE 39-Oneida/Desc./Other Tribe/ 11-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
April 2016	11	236
May 2016	7	102
June 2016	8	141
TOTALS	26	479

- Average # of rentals per month = 9. Average Attendance per month = 160. 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 third quarter, the number of rentals decreased by 30% and rental attendance decreased by 43% compared to FY15.

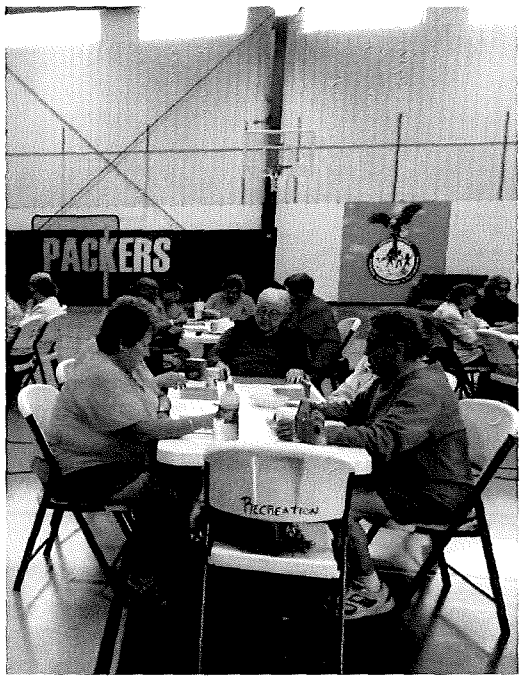
- Elder/Older Adult – 65 plus:

83 memberships (14%) (26-MALE 57-FEMALE 51-Oneida/Desc. /5-Other Tribe/ 27-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
April 2016	198	0
May 2016	179	0
June 2016	0	0
TOTAL	377	0

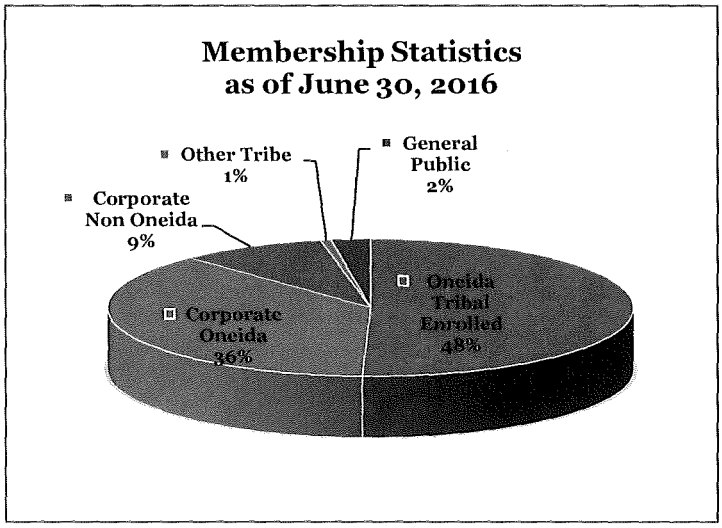
- Bingo is held every Wednesday from 1:30 – 3:00 pm at the Clifford E. Webster building. We average 47 elders per session. No Elder Bowling league due to staff turnover.

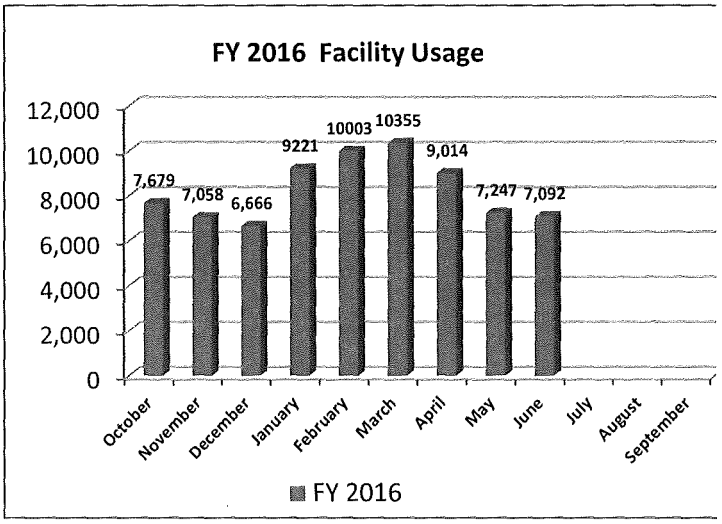


During 3rd quarter, Oneida Family Fitness focused on maximizing fitness and wellness programs to increase engagement and participation.

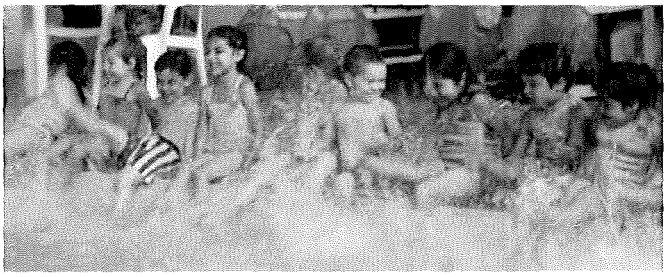
<u>Third quarter statistics</u>

Membership total: 4,579 (5% increase from FY 2015)
Facility usage: 23,353



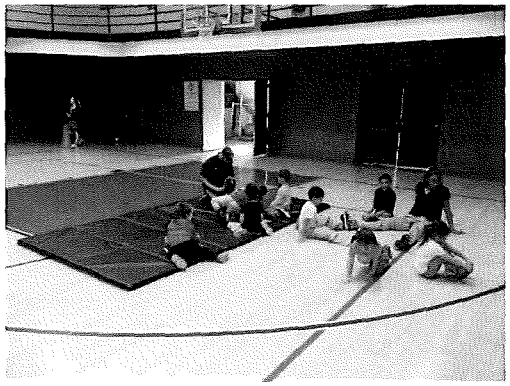


Pool usage: 6,216
Martial art attendance: 1,222; 155 classes offered
Group fitness attendance: 5,296; 500 classes offered



2nd Quarter Focus – Increase engagement		
Initiative	**Activities**	**Outcomes**
Provide fitness and wellness programs for all ages and abilities	1. Wrap up Fit Kidz – Headstart program	1. 124 Headstart kids completed post-testing
	2. Summer swim lessons	2. 10 classes offered; levels offered; 49 registered
	3. Held a run/walk summer incentive challenge	3. 27 participants; 1,003 miles logged between all participants
	4. Team Oneida Bellin Run/Walk	4. 143 tribal members, employees, family & friends on Team Oneida
	5. Provide Tai Chi & Chair Yoga services for elders at Elder Services.	5. Provide exercise class 1x a week at Elder Services.

	6. Hosted National Employee Health & Fitness Day (onsite & offsite wellness activities) 7. Youth Fitness Camp held in June for ages 8-14 8. Revised MOA with Oneida Health Center Special Diabetes Program to improve Diabetic program	6. 130 employees participated 7. 16 youth participated 8. 24 referrals; 300% increase from FY 2015
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)	1. 14 attendees 2. 9% of membership



Oneida Family Fitness conducts quarterly customer satisfaction surveys. 26 members completed our 3RD quarter survey; with a 96% satisfaction rating. The surveys give us feedback on our program and services, staff, as well as the facility.

Plans for FY 2016 4th 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 and increase outreach programming.

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
- Staff retention

Experiential & Adventures

Customer utilization number 3 Quarter= -programs varied between an hour to multiday programs.

Customer Satisfaction = 96%

Customer registration for Individual signup programs has increased by 60%

With current staffing we have not been able to meet all the programing request or needs.

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, Recreational or entry level Kayaking, Canoeing, Biking, Mindful Programs, Nature Hikes, Biking, Fishing, and overnight retreats.

Programs Served:

Depression prevention

Family Enrichment Programs

RAS- Program- Canoeing, Kayaking, Mindfulness, Biking, Hiking

Diabetic Prevention/management

Behavioral Health

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

JMIO- Events

Hunter Safety- Survival skills

Oneida High School –Archery, Biking Units

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 e 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. The department does an excellent job offering programing options during evenings, weekends and the need is the greatest.

Continued programing for the above programs with a customer satisfaction rating of 96% 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.

6. Customer = 96% 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.

Social Services Area

3rd Quarter - GSD Quarterly Performance Report

Elder Services

Quarter: April – May – June 2016

Date: July 20, 2016

1. **Scorecard Statistics**

a. **Base number of customers**

Month	Transportation	Activities	Home Repair	In Home Chore	Respite Care	Elder Abuse
April	35	44	8	62	5	2
May	32	42	5	62	5	0
June	44	46	25	71	7	6
Total	111	132	38	195	17	8

Month	NAFCG	Benefits	Outreach	Congregate Meals	HDM	Home Chore
April	12	No Report	62	170	87	39
May	16	No Report	21	178	79	80
June	25	18	16	171	84	80
Total	53	18	99	519	250	199

NAFCG= Native American Family Care Giver **HDM= Home Delivered Meals**

Month	ADRS	DCS	Apartments	Major Home	
April	20	3	29	1	
May	17	2	29	4	
June	37	2	29	0	
Total	74	7	87	5	

ADRS = Aging & Disability Resource Specialist **DCS = Dementia Care Specialist**

b. Customer utilization number

Month	Transportation	Activities	Home Repair	In Home Chore	Respite Care	Elder Abuse
April	496	270	9	233	49	12
May	409	116	5	208	41	0
June	442	280	54	236	33	11
Total	1347	666	68	677	123	23

Month	NAFCG	Benefits Specialist	Outreach	Congregate Meals	HDM	Home Chore
April	144	No Report	96	1352	1727	84
May	114	No Report	56	1353	1692	149
June	164	37	63	1409	1846	146
Total	422	37	215	4114	5265	379

Month	ADRS	DCS	Apartments	Major Home	
April	40	3	29	1	
May	33	2	29	4	
June	79	2	29	0	
Total	152	7	87	5	

Operation initiatives to achieve customer outcomes

Transportation	• Reorganized vehicle inspection reports to simplify staff's time involved performing inspections. New vehicle replacements for older units
Activities	• Tried various new activities to attract new clientele, if one doesn't work, tried something else. Also expanded crafts activity & having higher participation.
Home Repair	• Hired new staff saving program money for outside referrals & ability to serve clients requests for minor home repair
In Home Chore	• Reorganized schedules to serve more clients, assessed each client to ensure the proper amount of time is spent with them
Respite Care	• Reorganized schedules to serve more clients assessed each client to ensure the proper amount of time is spent with them
NAFCG	• Received a new grant – Alzheimer Family Caregiver Support Program which will improve on the Caregiver Support Program
Elder Abuse	• Presented flyers & articles for Elder Abuse Awareness Day (June 15th)

Outreach	• Planning upcoming evidence based workshop for Healthy Living with Diabetes, Staff will be trained in all 3 evidence based trainings by August 4th, 2016
Benefits Specialist	• Hired an Emergency Temp to fill the vacancy
Congregate Meals	• Using an Elder Helper employee and volunteer who help serve trays for the handicap. With the help of the Nutrition Board presenting concerns at the Nutrition Advisory Council, the meals have gotten better
HDM	• Just hired a third driver, which makes the routes shorter and allow us to meet the required temps of the meals delivered.
Home Chore	• Hired three (3) new Home Chore workers and we are working collaboratively with other Tribal departments on Clean Sweep & named Snowstorms, which has improved the high demand for those services.

Operations forecast based upon customer information

Planning for the future of caregiving for those living at home in Wisconsin, it's estimated that about 120,000 people have Alzheimer's disease or another form of dementia. Those numbers could triple by 2050 because of the aging Baby Boomer population.

Move to keep older people in their own homes as long as possible has meant more demand for home health care workers -- a job that is not only tough, but that can be low-paying as well and very limited. (Aging Network)

According to the Enrollments statistics, Baby Boomers equal 4,164 or 24.3% of the membership. In 1999 elder membership was 1,897. Statistics reported for 2015 was 3,998. In ten years, those Boomers will be retired which will increase the demand for services. Without additional funding, services will decline.

2. Detailed narrative summary explaining or clarifying the above statistics

Activities dropped in May from 270 in April to 116 in May: There are two holidays in May which lowers the count and we promote activities around Older Americans month i.e. dance and those numbers aren't recorded.

Home Repair huge variance from April 9, May 5 to June at 54: Home Repair position was vacant until mid-June

Elder Abuse No counts for May: No calls came in for Elder Abuse

Benefit Specialist No report for April and May: Leave of absence of position 5/9/16 – 7/15/16

Home Chore April 84, May 149 and June 146 The variance from April to May: No snow removal and minimal lawn care for April. Lawn care season starts primarily in May

3. Challenges to the Program and continuous improvement efforts to meet the challenge

Reception	• Staffing vacancies and training time needed for new staff. Improvement: Writing procedures clearly, training more staff on various area. • Customer rudeness at times – demanding and/or demeaning. Improvement: Communicate the "Unacceptable Behavior by a Customer SOP" and follow-up as the SOP states. • Last minute requests for changing our procedures. Improvement: Document and follow-up to the best of our ability.
Elder Abuse Benefit Specialist Outreach	• Elder Abuse Prevention is the lack of training overall. Improvement: Being added to an Adult Protective Service (APS) training workgroup for all new APS workers & also researching Elder Abuse online. • Challenge for Benefit Specialist Area is Leave of Absence. Improvement: Supervisor taking on these extra duties until we hired an Emergency Temp position. • Outreach area is getting the evidence based programs started, not enough clients to hold a workshop. Improvement: Getting assistance and materials to market workshops from Keetah Smith, DHS & Michelle Comou, Wisconsin Institute for Healthy Aging.
Home Chore	• Not having a consistent Home-Chore crew, no Maintenance Supervisor, old equipment, and our

	growing demands of elders wanting and/or needing services. Continuous improvement: Continue recruitment for Home-chore, updating Maintenance Supervisor job description and revamping lawn list.
Apartments	• Apartments: The Apartments tenants refusing to use the tornado room for their own safety when there is a fire or tornado drill. Improvement: Flyers on apartment doors and asked for professional help.
Supportive Services	• Not enough employees/positions to service more for elders. Improvement: Encourage families to provide more for their elders. • **Activities**: Low participation in certain activities, Improvement: Changing the activity to a new one to encourage more participation. • **Home Repair**: Vacant position causing many repairs to be out sourced causing the program extra money. Improvement: Filled position enabling us to serve clients requests for minor home repair • **In Home Chore**: High demand for in-home chore requests and not enough openings. Improvement: Reorganized schedules to serve more clients, assessed each client to ensure the proper amount of time based on need. • **Respite/Personal Care**: High demand for personal care requests and not enough openings. Continuous improvement: Reorganized schedules to serve more clients, assessed each client to ensure the proper amount of time is spent based on need and adjust how much time is spent with each elder so we can serve more.
Director	• Challenges include the delivery of local services such as health care, housing and transportation. Keeping people in their communities and out of nursing homes will be an increasingly important issue as we go forward. Providing adequate Long Term Care Services. The two biggest reasons for the increase in aging elders are the baby boomers and the improvements for health care leading to elders living

	longer. Continuous Improvement: Attend state meetings and trainings on Aging program and hiring an Aging and Disability Resource Specialist and Dementia Care Specialist. Received a new grant for Alzheimer's Caregiver program for coordination of home and community based services with the Native American Family Caregiver program.

4. Performance targets the program achieved at the end of the quarter.

- Keeping current the State Mandated SAMS Program Reports, the primary information system for states to report on the Older Americans Act programs of supportive services, nutrition, caregiver support, etc. which we provide and keep updated on a monthly basis. Document the huge variances in counts.
.
- SAMS includes information about who the participants are, what services they receive, and what funding is expended for this program, Tribal and non-tribal. Service Program Reports (SPR) reports also serve as a critical data source for measures of the performance of the Title III and Title VI programs. Any variance is flagged and justification required by the granting agency.

5. Performance targets for each program for the next quarter.

- Make it easier for older people to access an integrated array of health and social supports
- Help older people stay active and healthy
- Support families in their efforts to care for their loved ones at home and in the community through Supportive Services and Evidence Based Health Promotion programs.
- Ensure the rights of older people and prevent their abuse, neglect and exploitation
- Promote effective and responsive response to service request.

6. Customer satisfaction score for the program

Benefit Specialist	**79.71%**
Transportation	**87.71%**
Service Specialist	**92%**
Apartments	**95%**

Activities	**95%**
Outreach	**96%**

Two area surveys are completed each month.

Demand for services:

The demand for service is high. Some areas have started waiting list for those 55-69 age bracket. We strive to meet the priority age bracket of 70 +.

How many customers:

Grand Total: Elders served is 423 and we provided 13,444 various services.

Our SAMS data system tracks unduplicated and unduplicated counts.

The trends and forecast for services

- Our most obvious trend is our ever growing elder population. Limited funding, staffing and/or reliable equipment.
  Forecast: Possible means testing for services that are supported by TC funds, scaling back to core services and/or raising the age requirement for services.

- We're seeing that there is a trend where the older parent just wants their own space, and not so much to be in a big household with their kids or their grandkids. They turn to us for research on housing needs.

- High demand requests for Native American Family Care Giver Outreach for shopping/appointments. With the growing aging population, this will increase.

- Supervisors will need to be more creative in order to fill the need. Like adjusting how much time we spend with each elder so we can serve more. We will not fulfill the need for all; however we can fill the need of more elders. Making available services more effective or more accessible.

- With the Baby Boomers aging and moving back to the reservation for better Health Care benefits, there will always be a need for more housing needs. Benefits are better if you live within the reservation boundaries.

- Elders that come to the meal site in need of Home Delivered Meals (HDM) as they age, causing an increase in HDM. Forecast is a higher increase in HDM verses Congregate meals, which is currently happening.

Are you achieving the intended development outcomes of your service/s toward intended improvement in your customer?

We are meeting the intended development outcomes, based on the request coming in. We do the best we can to the best of our ability along with follow up calls on customer satisfaction. We may have a handful of complaints or request for services that we do not do.

We are starting waiting list and some of those list include the age 70 plus. Even though we set a priority of serving those with higher need and most frail, the aging population is growing and the demand is high. The funding agencies are cutting on the Federal side, which will decrease services.

Customer Service improvements are being worked on through clarifying SOP's, HRD training attendance and staff meeting communication.

Meals – Home Delivered Meals, we had hired a third driver to meet the growing clientele need.

The congregate meals we have the Nutrition Advisory Council assist with the menu change and volunteer assistance with the trays for the handicap so they can still get a meal and stay independent.

Because of the client population growing, there will always be a constant need for services to help clients maintain independent and in their own homes. To make this happen we need to do some kind of means testing and service the ones that are eligible because right now grant funds have been depleting faster, and not all clients can be served if grant funds are spent out.

Apartments- Maintained full capacity, no vacancies. Apartment Manager attending meetings with the Project Manager, Director and ONCOA for the Apartment Garages CIP Project development. Apartment garages are a huge improvement for Health and safety of Apartment Elders.

Major Homes: Project transferred from Assistant Director to Apartment Manager in April. Re-phased process of collecting documented information needed for Elder home.

Phase I- Collect personal information

Phase 2- Start the bidding process

Phase 3 –Repairs started

Phase 4- Inspection and payment

Processing forms into phases to work with elders for their better understanding of the process and responsibility of getting their home fixed has improved service. We do offer assistance when needed.

Food Distribution

1. Scorecard Statistics
   a. Base number of customers: (A) 355, (M) 357, (J) 360, Avg = **357**

   b. Customer utilization number: (A) 731, (M) 739, (J) 755, Avg = **742**

   c. **Identify 3rd quarter initiatives to achieve customer outcomes**: **WELLNESS OUTCOME.** Increased utilization of the fresh fruits and vegetables portion of our Programs offerings which indicates that, I believe, a better perspective on the value of healthy eating habits for the short and long term that benefits themselves and their family members. We will continue to provide meaningful information thru pamphlets, brochures, DVD's, and hands-on menu preparation (taste tests) utilizing our USDA food products.

   d. Customer Trends: There appears to be an apparent increase in the number of applicants formerly on SNAP, (Food Stamps) now utilizing our services for their basic food needs. This could be attributed to the complete and nutritious food package we offer from USDA, and to some extent to the lower monthly assistance levels currently allowed under SNAP. Whatever the reason we will continue to provide the best in available foods to our Native communities.

   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.

2. 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.

3. Identify Program challenges/efforts to overcome them: In order to provide the continuing services and benefits of our Program, it is essential to maintain the close support/funding provided by the contract agreements with USDA, that allow our community to receive the nutritional goods /provisions so necessary in being a vibrant and healthy Nation for our current and future generations. SOLUTION: Allowing budget measures that provide for the continued growth and future goals of the Program while pursuing necessary funding from USDA that assists in meeting those endeavors.

4. Identify Program performance targets achieved in 3rd quarter. Delivery services for the 3rd quarter indicate a lower but consistent useage in the number of customers utilizing our delivery service as a direct benefit. (A) = 53, (M) = 56, (J) = 62. Avg. = 57 VS. 75 of last quarter statistics. This could be attributable to the warmer weather of early spring/summer where personal transportation is less of a factor in getting to our facility to pick-up their food supplies.

5. Identify performance target(s) for 3rd quarter achievement: To apply our greatest efforts in meeting the sustained base/utilization numbers that reflect our customers dependence upon our Program, and continuing to provide the needed resources being available for their benefit and overall welfare.

6. Identify customer satisfaction score: (A) = 97.7%, (M) = 98.7%, (J) = 95.2% Avg. = **97.2%** An overall excellent rating IAW rating scale utilized.

Southeastern Oneida Tribal Services

1) **Base Number of Customers:** 612
Customer Utilization Number: 1703
Operation Initiatives: SEOTS focused on providing education and awareness around Historical Trauma, offered traditional healing for the Trauma, and hosted a Resiliency Celebration. We also kicked off our Summer Youth Programs in June.
Operations Forecast: In 2015, SEOTS completed the first half of an overall wellness survey targeting the Oneida population of southeast Wisconsin. In September of 2016 we will complete that second half of that survey.

2) During January, February, and March, 612 different people visited SEOTS for various activities and services. Many of the customers visited more than once, resulting in a total of 1,703 visits during the three month period. The most utilized services during that time frame were medication distribution and Elder activities.

3) 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. There were some challenges with Oneida Accounting because they changed their procedures, but did not communicate those changes, resulting in missing checks for time sensitive payments.

4) 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 over previous data, signaling we are in line with increasing interactions at the desired rate.

5) The performance target for Quarter 4 is to continue to increase client interactions at a rate of approximately 3%.

6) Average Customer Satisfaction Score: 92%

Veterans

The Oneida Nation Veterans Service Officer is a retired Air Force Veteran and is employed full time by the Oneida Nation of Wis. He is supported by a full time Benefit Specialist.

The bulk of our workload is VA Compensation claims with a few pension claims. Our outreach to the community includes house/nursing home visits for our disabled and elderly veterans, which includes help in transportation if needed. Our Veteran Dept. is dedicated to Maintain, Protect, and Improve our Veterans standard of living. This office responds to the needs and concerns of our veterans, and advocate to improve their quality of life.

The Oneida Veteran Dept. did provide a presence at the Great Lakes Inter-Tribal Councils State of the Tribes address in the State Assembly Chambers as a color guard participant.

We continue to provide gas vouchers in support of those veterans that are job hunting, appointments and other urgent needs. The dept. also scheduled outreach in the form of 2 veteran awareness meetings for our community veterans. 1 which included our Tribal Bank President on our Veteran Home loan Program, our Housing Area Manager on Veteran Tribal housing opportunities, and the introducing of our Behavioral Health staff who facilitate our weekly men's PTSD group meetings. Our 2nd outreach meeting was informing our Veterans of the tribe's award of the HUD/VASH Program which is an initiative for homeless veterans thru a Voucher system, and of our new Tribal Flag Policy currently being developed thru our Oneida Nation Veteran Advisory Committee and our Law office.

Our greatest goal/accomplishment is that the Oneida Nation Veteran Dept. is 100% accredited as representatives of the Dept. of Veterans Affairs to legally represent veterans claims with the Wis. Dept. of Veteran Affairs, Military Order of the Purple Heart and the National Association of County Veteran Service Officers Association. We are members of the Wis. CVSO Association as full voting members.

Our 2nd goal/accomplishment is in the award of the VA's Contract Nursing Home program, it became Official the 1st of September. The process took us 2 years. The CNH for VA purposes enables certain disabled veterans to stay at the AJJRCC and the Federal Gov't will pay for their stay, and our veterans get to keep all of their assets.

The Oneida Nation Veteran Dept. does continue to attend National, State, and local training conferences and regional meetings.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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 third quarter report from the Office of the Tribal Ombudsman

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

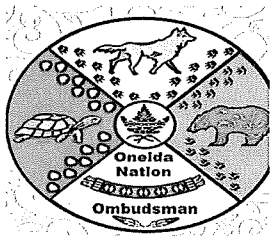
5. Submission

Authorized Sponsor / Liaison: Melinda J. Danforth, Tribal Vice Chairwoman

Primary Requestor/Submitter: 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 3 Report/Update FY16
April, May June; 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: 8 case contacts- 7 closed, 1 open/ongoing**
        - 4 contacts re: Purchased Referred Care: 3 closed, 1 open/ongoing
            - 2 contacts regarding requirements, expectations, and regulations of PRC
                - Information provided regarding PRC and how to write a letter of appeal
            - 1 contact regarding review of a letter of appeal/concern
                - Provided proof reading and format suggestion
            - 1 ongoing review of system and community concerns regarding system process

            - Interaction with PRC staff to identify potential means of improvement to overall system process and application
    - 4 contacts re: Pharmacy services: 4 closed
        - 4 medication dispensing
            - Provided clarification on situation of reduced prescription dispensing and available options for consumers to have their needs/wants met
- **Governmental Services: 6 case contacts- 6 closed,**
    - 4 contacts re: Elderly Services: 4closed
        - 3 contacts regarding general services.
            - Provided direct contact referral with additional resource information via the surrounding counties and Aging Disabilities Resources
        - 1 contact regarding on-going matter that has been referred to the department due to the matter resulting in a formal complaint. Matter being followed up on and addressed by the department so closed with the OoO.
    - 2 contacts re: Economic Support: 2closed
        - 2 contacts with questions about services. Referral provided to direct contact with specific programs within the Tribe and to the county of individuals residence for direct assistance
- **Internal Services: 1 case contacts- 1 closed,**
    - 1 contact re: Employee Benefits: 1closed
        - 1 contact closed out after requesting party completed option exploration, action planning and took action to address the issue brought forward
- **External Service Related: 5 case contacts- 5 closed**
    - 5 contacts re: services not under the authority of Oneida: 5 closed
        - 4 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
        - 1 contact related to "community support" services that are not part of Oneida. Provided resource information regarding county information entities

Totals: 20 case contacts: 19 closed, 1 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.
        - Member of the Community Service Team via Oneida Behavioral Health
        - Received free training in Mental Health First Aid to assist in how matters related to anything within the realm of Mental Health are addressed
        - Working with Governmental Service Division in the ongoing identification of potential gaps of service and service improvement for the Oneida Community
            - This has included the potential long range collaboration of the OoO and coordinated service provision via GSD in terms of improving administration of cross-functional services within the community

- Examination and exploration of possible increased collaboration between areas of the Oneida Tribal Organization and UW-Green Bay with respect to potential internships

3. **Promote improvement in organizational administrative processes**
    - Increasing attendance and participation with LOC open meetings to provide prospective input on the development of legislative process and action
    - Continuing 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
    - Ongoing review of service provision within a specific department to continue to identify service gaps, improve communication of requirements for receiving service, and identifying potential means to stream line work to promote consistency and equitable provision of services.

Identified actions going forward:

- Drafting of an overall complaint management process to be utilized by Oneida as an Organization that works to bring about a philosophy of welcoming concerns, complaints, and feedback as a means of enabling the organization to make continuous improvements. This is looking to be a complaint management process that can be adopted and implemented at the level of leadership on down to aid in bringing about consistency in how concerns on the service side of Oneida as an organization are handled and addressed. This is a 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: 8 / 10 / 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:

Approval for a deferral of my 3rd quarter ISD report to the August 24th meeting agenda due to being out of the country during the normally scheduled report time frame.

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

Joanie 7/22/16

Primary Requestor: Submitted by: Barbara Dickson, Executive Assistant/Internal Services

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Heather M. Heuer

From: BC_Agenda_Requests
Sent: Monday, July 25, 2016 8:55 AM
To: Barbara J. Dickson
Cc: Lisa A. Liggins; Lisa M. Summers; Joanie L. Buckley
Subject: RE: Deferral request

To whom it may concern,

As of this morning, two of the four Business Committee Officers replied to the inquiry and supported the request to defer the ISD report to the August 24th regular Business Committee meeting.

Heather Heuer, Information Management Specialist
Business Committee Support Office (BCSO)
hheuer@oneidanation.org
Office: (920)869-4421

How can the BC Support Office help you?
Paula "Pogi" King Dessart (Executive Assistant) – Budgeting, Processing A/P, GTC Meeting Prep, Scheduling
Debbie Melchert (Administrative Assistant) – Signature Log, Mail Log, Kronos, Travel, Scheduling
Kathy Metoxen (Executive Tribal Clerk) – Pardons, Boards, Committees and Commissions, Scheduling
Heather Heuer (Information Management Specialist) –BC/GTC Meeting Agendas, Packets, Minutes, and Resolutions, E-polls, Scheduling

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INTERNAL SERVICES DIVISION
ADMINISTRATION

MEMORANDUM

TO: Oneida Business Committee

FROM: Joanie L. Buckley, Director

DATE: July 21, 2016

SUBJECT: ISD Quarterly Report for August 10, 2016

My quarterly report for the months of April to June will come due at a time when I'm out of the country, August 10th, for my daughter's wedding.

I know the expectation is for directors to make themselves available for these quarterly reports so given the circumstances, I offer two (2) alternatives to you since I cannot make myself available at the August 10th Oneida Business Committee meeting.

1) The report can be kept as scheduled for August 10th. I will do the report prior to going out of the country and my area managers will be present at the meeting to address any questions pertaining to their individual areas. Dave Cluckey and Cheryl Stevens will act on my behalf while I'm out of the office and, they, along with each of my department heads, can present ISD's quarterly report.

2) Defer my report to the August 23rd meeting as I will return to the office August 17th.

I thank you in advance for your consideration.

cc: Dave Cluckey, MIS Manager
Cheryl Stevens, Grants Manager
File

909 Packerland Drive, Green Bay, WI 54304
oneida-nsn.gov

Time Off Request Form

Employee Name: Joanie Buckley

Request Date: Jun 2, 2016

Employee Number:

Start Date: Aug 1, 2016

Week Ending Date: Aug 6, 2016

Department: ISD-Administration

Choose One	Choose Date	# of Days/ Hours	Choose One	Time In	Choose One	Time Out	Choose One
Vacation Time	Aug 1, 2016	5	Days				
Vacation Time	Aug 8, 2016	5	Days				
Vacation Time	Aug 15, 2016	2	Days				

*If requesting the use of donated hours, employee must already have the donated hours. This form is not a request for donated hours.

Additional Information

While I'm out of the office, and out of the country attending my daughter's wedding in Norway, Dave Cluckey and Cheryl Stevens will act on my behalf.

Select the Date you will be returning to work

Aug 17, 2016

BC Officers Scanned to D 6-2-16

Add or Change Punch	Date	Time In	AM/PM	Time Out	AM/PM

Additional Information for time off or punch change

Although I've indicated "Vacation Time" to be used for these days off, please feel free to divide the time off between Personal and Vacation if necessary.

Supervisor's Name (Typed or Signed):

☒ Approved ☐ Denied

Denial Reason:

Date:

6-2-15/mam

Print Form

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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:

Approval of mandatory quarterly report to 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.

Oneida Business Committee Agenda Request

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

Attached is the ONCOA FY2016 Q3 Report. This is a mandatory requirement for ONCOA to provide a quarterly report to the OBC.

Thank you

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

ONCOA QUARTER 3 REPORT TO OBC
AUGUST 2016
Period: April, May, June 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 April, May, June 2016		
April 11 April 26	May 9 May 24	June 14 June 28

PROJECTS/TRAINING/EDUCATION

Tribal Budget Planning – FY2017, FY2018, FY2019

- 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.
- In May the ONCOA FY2015 Budget packet (Proposed Budget, Program Alignment Summary, Budget Narratives) was submitted to the Assistant CFO.
- The first budget roll-up meeting occurred in June with the goal to reach a balance budget for FY2017.

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 cottages are unique with materials, varied layout, and are in a park-like setting with ample green space surrounding the homes. There is a trail connection to other Oneida areas like Site I, Turtle School, and eventually Site II. The Elder Village homes will meet the minimum ADA standards.

ONCOA QUARTER 3 REPORT TO OBC
AUGUST 2016
Period: April, May, June 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.
- **Current Status:** The renting of the units is near completion by the Oneida Housing Authority. The Project Team is meeting to design the next 8-10 cottages. It is expected that the cottage plans will be ready to bid out in February 2017.

Adult Day Services

- 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.
- ONCOA will start researching adult day care programs.
- **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.

Tribal Elder Apartment Garages

- 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 continues to be for health and safety issues. Because the existing building is located on top of a hill, it can be extremely windy with harsh weather conditions. Elders are especially susceptible to health problems caused by these conditions and it can be very difficult for elders to get to and from their vehicles in inclement weather.
  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 and there have been several meetings held to move this project forward.

Solar Deployment in Oneida Community

- ONCOA has been identified as a project champion of solar deployment in Oneida and to serve as a conduit for getting out the message and generating grassroots support.
- The Oneida Nation is taking advantage of federal grants and incentives, as well as private financing, to install solar panel on nine tribal buildings at no up-front cost to the tribe. These projects will protect and preserve the environment for future generations.
- In the near future Elder Independent Apartments, Turtle School, IMAC, Gaming Warehouse, Oneida Health Center will be fitted with solar panels.

- Solar Energy Planners will be featured in the August 26, 2016 Fourth Annual Elder Expo at the Radisson.

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 dementias 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.
- ONCOA held a 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.
- In April a memory screening date was held at the AJRCCC Mealsite. The AD8 screening tool was administered to attended the event. The AD8 is a simple tool utilized to help discover very early dementias. This was not a diagnostic tool. At another April date the Madison Research group was available to administer a full memory test. Medical resources were provided to the volunteer after the test.
- **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.
- **ONCOA** members attended a one-day Alzheimer's conference in Keshena in April.

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.
- 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.

ONCOA QUARTER 3 REPORT TO OBC
AUGUST 2016
Period: April, May, June 2016

- **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.

Wisconsin Aging Conference - June 7 & 8, 2016

- To support ONCOA efforts to do more with less, Marlene Summers, ONCOA Secretary was able to secure three scholarships to attend this conference.
- **Supported Decision-Making**: The number of older adults under guardianship is on the rise. Undue guardianship can negatively affect a person's quality of life. Supported decision-making, which provides the individual with decision-making assistance, is a less restrictive alternative to guardianship as the individual remains the primary decision-maker. (More research into this type of arrangement is needed.)
- **National Trends:** Baby Boomer are entering LTC arena and demand a different approach to managed care; More interest in consumer directed care; Nursing homes are not the default setting for older persons needing assistance; $520 Billion is the economic value of unpaid caregiving.

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. Currently no revised date has been determined. 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) and are eligible for the COP program. The COP program will be expire in December 2017 and those services will then come through managed care. We need to

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.

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
- Elder Gardens – Landscaping project as memorial garden for elders

Meeting Requirements

ONCOA meets on the second and fourth Tuesday of each month at 1:00 p.m. in the Elder Services, Conference Room. 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
Anna John RCCC Board
GLNAEA – Elder Abuse Task Force
National Indian Council on Aging (NICOA)
Oneida Personnel Commission
Oneida Child Protective Board
Veterans of Foreign Wars (VFW) Auxiliary
Oneida Police Commission
Great Lakes Native American Elders Association, members & Board of Directors
National Indian Child Welfare Association
Greater Wisconsin Agency on Aging Resources (GWAAR), Board of Directors

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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: Liaison: Melinda J. Danforth, Tribal Vice-Chairwoman

Primary Requestor/Submitter: Vicki Cornelius 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
April - June 2016
July 18, 2016

Report Submitted By: Vicki L. Cornelius, Interim Chairperson
Election_Board@oneidanation.org

Board Members: Vicki L. Cornelius, Interim Chairperson
Lori Elm, Interim Vice Chairperson
Melinda K. Danforth, Secretary
Constance Danforth
Sunshine Wheelock
Candace House (Appointed)
Patricia Moore (Appointed)

BC Liaison: Melinda J. Danforth, Vice Chairwoman
Alternate Lisa Summers, Tribal Secretary

Meetings:

	Regular Meeting	Special Meeting	GTC Meeting
April	1	0	1
May	3	2 (1 Caucus)	
June	2	0	1

Highlights for the quarter:

Preparation of the 2016 Special Elections held on July 9, 2016 which includes, but not limited to: review of applications, determining number of Alternates needed and alternate selection, notification to candidates who may be deemed ineligible, possible hearings, drafting notices, memos and ballots, ordering all necessary materials, conducting travel arrangements for Milwaukee polling site, etc.

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 more regular meetings in May to prepare for the 2016 Special Election held on July 9, 2016.

Due to the request of two (2) Election Board Member recusals the Board requested to post for more Alternates/GTC Officials. The 2016 Special Election recommendation date of July 9, 2016 was approved by the Business Committee on March 30, 2016. The focus of the Election Board has been the special election.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 10 / 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 the OGC 3rd Qtr Report

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. 3rd 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., Chairman, Oneida Gaming Commission
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

As required a copy of the Gaming Commission's current quarterly report for April, May & June (3rd Qtr) is being submitted for approval.

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 GAMING COMMISSION QUARTERLY REPORT

FY 2016 Third Quarter: April, May, and June

Prepared on August 2, 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-six (36) Surveillance personnel. Currently, the OGC is short staffed by two (2) positions in the Surveillance area.

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

April	04/04/16 Regular
	04/18/16 Regular
May	05/02/16 Regular
	05/16/16 Regular
June	06/13/16 Regular
	06/27/16 Regular

Security Joint Meetings

April	04/11/16
May	05/09/16
June	CNX

Gaming Joint Meetings

April	CNX
May	05/03/16
June	CNX

Employee Investigations and Vendor Licensing

	License Investigations	Temporary Licenses (Work Permits) Approvals/Denials	New Employee Orientation & Spectra	Vendor Work Permits
April	14	88/16 Denials	16/0	19/0 Denials
May	38	93/16 Denials	29/0	22/0 Denials
June	23	78/15 Denials	20/0	19/0 Denials

Employee Licensing and Hearings

	Employees Licensed	Hearings
April	88	0
May	93	2
June	78	0

Surveillance Reports

	# of Reports
April	39
May	59
June	36

April

- Operational Review and Planning Meetings
- Work Force Level Assessment Meetings
- Department Budget Meetings
- Retail Surveillance Meetings with MIS, Retail, OPD & Security
- Surveillance Assessment and Interviews conducted by Commissioners

May

- Department Budget Meetings
- NIGC Compliance Training 05/09/16 - 05/13/16 in Nebara, NE
- Gaming Management presented Gaming's Strategic Plan 05/16/16
- OGC Relocation Meeting with DPW 05/24/16
- Meeting with External Auditors 05/24/16

June

- Cash Handling & Asset Protection Meeting with Retail 06/10/16
- Active Shooter Training 06/14, 06/20 and 06/21/16
- Wisconsin Gaming Regulator Meeting 06/15/16 - 06/17/16 in Danbury, WI
- 3rd Quarter Payment to NIGC 06/30/16
- Annual Payment to the State 06/30/16

HANDOUT

MARRIAGE LAW
Rule #1 – Marriage License Fee Schedule

1.1 Purpose, Authority and Effective Date
1.2 Adoption
1.3 Definitions
1.4 Fees

1.1 Purpose, Authority and Effective Date

1.1-1. *Purpose.* The purpose of this rule is to establish a fee schedule for marriage licenses under the Marriage Law.

1.1-2. *Authority.* The Marriage Law delegates rulemaking authority to the Department pursuant to the Administrative Rulemaking law.

1.1-3. *Effective Date*. This rule shall become effective on August 18, 2016.

1.2. Adoption

1.2-1. This rule was adopted by the Department in accordance with the procedures of the Administrative Rulemaking law.

1.2-2. This rule may be amended or repealed by the Department and/or the Oneida Business Committee pursuant to the procedures set out in the Administrative Rulemaking law.

1.2-3. Should a provision of this rule or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this rule which are considered to have legal force without the invalid portions.

1.2-4. In the event of a conflict between a provision of this rule and a provision of another rule, internal policy, procedure, or other regulation; the provisions of this rule shall control.

1.2-5. This rule supersedes all prior rules, regulations, internal policies or other requirements relating to Marriage licensing fees.

1.3. Definitions

1.3-1. This section shall govern the definitions of words and phrases used within this rule. All words not defined herein shall be used in their ordinary and everyday sense.

(a) "Department" means the Oneida Licensing Department.

1.4. Fees

1.4-1. The following list identifies the various fees that are, or may be, applicable to acquiring a marriage license:

(a) *Filing fee.* A standard filing fee for a marriage license. This fee amount shall be one hundred dollars ($100).

(b) *Waiver fee.* A fee for the waiver of the initial waiting period. This fee amount shall be twenty-five dollars ($25).

(c) *Correction fee.* A fee for correcting a marriage license application after it has been submitted to the Department. This fee amount shall be ten dollars ($10).

1.4-2. All fees shall be paid to the Department.

End.

Original effective date: August 18, 2016 (Certified by LOC on 8/3/16)

MARRIAGE LAW
Rule #2 – Marriage Law Fine Schedule

2.1 Purpose, Authority and Effective Date
2.2 Adoption
2.3 Definitions
2.4 Fines

2.1 Purpose, Authority and Effective Date
2.1-1. *Purpose.* The purpose of this rule is to establish the fines for violations of the Marriage Law.
2.1-2. *Authority.* The Marriage Law delegates rulemaking authority to the Department pursuant to the Administrative Rulemaking law.
2.1-3. *Effective Date*. This rule shall become effective on August 18, 2016.

1.2. Adoption
2.2-1. This rule was adopted by the Department in accordance with the procedures of the Administrative Rulemaking law.
2.2-2. This rule may be amended or repealed by the Department and/or the Oneida Business Committee pursuant to the procedures set out in the Administrative Rulemaking law.
2.2-3. Should a provision of this rule or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this rule which are considered to have legal force without the invalid portions.
2.2-4. In the event of a conflict between a provision of this rule and a provision of another rule, internal policy, procedure, or other regulation; the provisions of this rule shall control.
2.2-5. This rule supersedes all prior rules, regulations, internal policies or other requirements relating to fines for violations of the Marriage Law.

2.3. Definitions
2.3-1. This section shall govern the definitions of words and phrases used within this rule. All words not defined herein shall be used in their ordinary and everyday sense.

(a) "Department" means the Oneida Licensing Department.

(b) "Officiating person" means the person or persons who perform the marriage ceremony.

2.4. Fines
2.4-1. A person who knowingly violates the Marriage Law shall be penalized as follows:

(a) Any person who swears to a false statement to obtain a marriage license or to help another obtain a marriage license shall be fined no less than five hundred dollars ($500.00).

(b) Any person who is not an officiating person under the Marriage Law who solemnizes a marriage ceremony shall be fined no less than one hundred dollars ($100.00).

(c) The parties to a marriage and/or the officiating person(s) of a marriage conducted without a valid marriage license or without the presence of two (2) competent adult witnesses shall be fined no less than one hundred dollars ($100.00).

(d) Any person who goes to another jurisdiction to avoid this law and contracts a marriage prohibited under this law shall be fined no less than five hundred dollars ($500.00).

(e) Any person who violates any other provision of this law shall be fined no less than one hundred dollars ($100.00).

2.4-2. All fines shall be paid to the Department.

End.

Original effective date: August 18, 2016 (Certified by the LOC on 8/3/16)

Business Committee Meeting
9:00 a.m. Wednesday, August 10, 2016
Thank you for printing clearly

Bud Graham
Bill Graham
Barb Erickson
Geraldine Danforth
Janet Danforth
Yotsi Danforth
SHEILA HUNTINGTON
KURT JORDAN
DAVID DANFORTH
Shakelsa Danforth
Kato Miller
DAVE BISCHOFF
ROBIN DOXTATER
Henri Cornelius
Bill Stempsey
Anna Denke
Kathy Danforth
Norbert Hill
Sue Doxtator

Joan Christ
[illegible]
Transville Fang
Paul Merritt
Jed Schacht
Doreen Perrote
Marsha Danforth
Syna Cornelius
Tona Webster
Cloe Powless
Ken [illegible]
Christopher [illegible]
Apache Danforth
C. L. [illegible]
[illegible]
Tom Danforth
Dawn Mren-Kopetsky
LaLinda Nuhanmo
Lisa Liggins
Jennifer Berg-Hargan

Business Committee Meeting
9:00 a.m. Wednesday, August 10, 2016
Thank you for printing clearly

Nicolas A. Reynolds
Sarah E. Wunderlich
Josh Cottrell
MARK Powless
Dianne McLester-Heim
Lois Strong
Tom Danforth
Matt Denny
Lois Powless