Oneida Nation

Post Office Box 365

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

BC Meeting Materials <u>April 26, 2017</u>

Open Session

CERTIFICATION

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the following 333 pages are the Open Session meeting materials presented at a meeting duly called, noticed and held on the 26th day of April, 2017.

Lisa Summers, Tribal Secretary
Oneida Business Committee

Oneida Business Committee

Executive Session
8:30 a.m. Tuesday, April 25, 2017
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
8:30 a.m. Wednesday, April 26, 2017
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 Service – Seventeen (17) Oneida Nation employees *pp. 9-11*
Sponsor: Geraldine Danforth, Area Manager/Human Resources

III. ADOPT THE AGENDA *pp. 1-8*

IV. OATHS OF OFFICE

A. Oneida Election Board Alternates – Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore *pp. 12-13*

B. Oneida Child Protective Board – Beverly Anderson and Dale Powless *pp. 14-15*

V. MINUTES

A. Approve April 12, 2017, regular meeting minutes *pp. 16-30*
Sponsor: Lisa Summers, Tribal Secretary

VI. RESOLUTIONS

A. Adopt resolution entitled Older Americans Month 2017 *pp. 31-33*
Sponsor: George Skenandore, Division Director/Governmental Services

B. Adopt resolution entitled Revenue Allocation Plan FY 2017 *pp. 34-48*
Sponsor: Jo Anne House, Chief Counsel

C. Adopt resolution entitled Emergency Amendments Reflecting Voting Age Change in Election Law for 2017 General Election *pp. 49-82*
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

VII. STANDING COMMITTEES

A. Legislative Operating Committee
Chair: Brandon Stevens, Councilman

1. Accept April 5, 2017, Legislative Operating Committee meeting minutes *pp. 83-86*

B. Finance Committee
Chair: Trish King, Tribal Treasurer

1. Approve April 17, 2017, Finance Committee meeting minutes *pp. 87-92*

VIII. APPOINTMENTS

A. Approve recommendation to appoint Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore as alternates to Oneida Election Board *pp. 93-95*
Chair: Racquel Hill
Liaison: Melinda J. Danforth

B. Approve recommendation to appoint Isaiah Skenandore and Albert Manders to Environmental Resources Board *pp. 96-98*
Sponsor: Tina Danforth, Tribal Chairwoman

C. Approve recommendation to appoint Carol Silva and Benjamin Skenandore to Oneida Nation Veterans Affairs Committee *pp. 99-101*
Sponsor: Tina Danforth, Tribal Chairwoman

D. Approve request to reconsider appointment to Oneida Child Protective Board *pp. 102-112*
Chair: Dale Powless
Liaison: Lisa Summers, Tribal Secretary

IX. NEW BUSINESS

A. Review request regarding FY '17 Trade Back for Cash *pp. 113-119*
Sponsor: Geraldine Danforth, Area Manager/Human Resources

B. Accept memorandum regarding Executive Director position of the Great Lakes Inter-Tribal Council, Inc. (GLITC) as information *pp. 120-122*
Sponsor: Tina Danforth, Tribal Chairwoman

C. Approve revised OBC Standard Operating Procedure entitled Complaint Process for Direct Reports to the Business Committee *pp. 123-144*
Sponsor: Lisa Summers, Tribal Secretary

D. Direct Housing Authority Executive Director to provide update on process to exceed FY 2016 IHP acquisition/rehabilitation limit at the May 10, 2017, regular Business Committee meeting *p. 145*
Sponsor: Lisa Summers, Tribal Secretary

X. TRAVEL

A. TRAVEL REPORTS

1. **Accept travel report – Councilmembers Fawn Billie and Jennifer Webster – Midwest Alliance of Sovereign Tribes (MAST) Impact Week – Washington D.C. – March 21-24, 2017** *pp. 146-148*

2. **Accept travel report – Councilwoman Fawn Billie – Association of Community Tribal Schools, Inc. meeting – Washington D.C. – April 2-4, 2017** *pp. 149-151*

3. **Accept travel report – Councilman Tehassi Hill – 2017 Tribal Environmental Program Management conference – Chicago, IL – April 3-5, 2017** *pp. 152-156*

B. TRAVEL REQUESTS

1. **Approve travel request – Six (6) Oneida Election Board members, one (1) Oneida Police Department officer, and one (1) Enrollments Department staff – 2017 Oneida Nation primary & general elections – Milwaukee, WI – May 5-7, 2017 & July 7-9, 2017** *pp. 157-158*

2. **Approve travel request – Secretary Lisa Summers & two (2) additional OBC members – National Congress of American Indians (NCAI) mid-year conference – Uncasville, CT – June 11-15, 2017** *pp. 159-172*

3. **Approve travel request – Vice-Chairwoman Melinda J. Danforth & Councilwoman Jennifer Webster – WI Dept. of Health Services (DHS) state/tribal consultation session – Hayward, WI – May 9-10, 2017** *p. 173*

4. **Approve travel request – Vice-Chairwoman Melinda J. Danforth & Councilwoman Jennifer Webster – Region 5 U.S. Dept. of Health & Human Service (HHS) & Midwest Association of Sovereign Tribes (MAST) consultation session – New Buffalo, MI – June 14-16, 2017** *pp. 174-175*

5. **Enter E-Poll results into the record in accordance with OBC SOP Conducting Electronic Voting:**
   Sponsor: Lisa Summers, Tribal Secretary

   a. **Approved travel request – Councilman David Jordan – Republican Congressional Luncheon – Washington D.C. – April 25-27, 2017** *pp. 176-184*

   b. **Approved travel request – Secretary Lisa Summers, Councilman Tehassi Hill, and Councilwoman Jennifer Webster – Oneida Total Integrated Enterprises (OTIE) Welcome and Orientation – Milwaukee, WI – April 20-21, 2017** *pp. 185-189*

XI. OPERATIONAL REPORTS *(Please Note: Scheduled times are approximate and subject to change)*

A. Accept Comprehensive Health Division FY '17 2nd quarter report *pp. 190-220*
(1:30 p.m.-1:50 p.m.)
Sponsors: Debra Danforth, Division Director/Comprehensive Health Operations; Dr. Ravinder Vir, Medical Director/Medical Operations

B. Accept Development Division FY '17 2nd quarter report *pp. 221-245*
(1:50 p.m.-2:10 p.m.)
Sponsors: Troy Parr, Interim Assistant Division Director/Development; Jacque Boyle, Interim Assistant Division Director/Development Operations

C. Accept Governmental Services Division FY '17 2nd quarter report *pp. 246-280*
(2:10 p.m.-2:30 p.m.)
Sponsor: George Skenandore, Division Director/Governmental Services

XII. GENERAL TRIBAL COUNCIL *(To obtain a copy of Members Only materials, visit the BC Support Office, 2nd floor, Norbert Hill Center and present Tribal I.D. card or go to https://goo.gl/uLp2jE)*

A. Petitioner Sherrole Benton: Request to change pre-employment drug testing for marijuana

*EXCERPT FROM APRIL 12, 2017: **(1)** Motion by David Jordan to accept the legal analysis, seconded by Jennifer Webster. Motion carried unanimously. **(2)** Motion by Lisa Summers to defer the financial analysis to the April 26, 2017, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.*
*EXCERPT FROM MARCH 22, 2017: **(1)** Motion by David Jordan to accept the legislative analysis, seconded by Tehassi Hill. Motion carried unanimously. **(2)** Motion by Tehassi Hill to defer the legal analysis to the April 12, 2017, regular Business Committee meeting, seconded by Lisa Summers. Motion carried unanimously. **(3)** Motion by David Jordan to defer the financial analysis to the April 12, 2017, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.*
*EXCERPT FROM MARCH 8, 2017: **(1)** Motion by Brandon Stevens to accept the progress report regarding legislative analysis, seconded by Tehassi Hill. Motion carried unanimously. **(2)** Motion by Jennifer Webster to accept the progress report regarding the legal analysis, seconded by Fawn Billie. Motion carried unanimously. **(3)** Motion by Jennifer Webster to accept the progress report regarding the financial analysis, seconded by Brandon Stevens. Motion carried unanimously.*
*EXCERPT FROM JANUARY 11, 2017: **(1)** Motion by Lisa Summers to accept the verified petition from Sherrole Benton regarding a request to change pre-employment drug testing for marijuana use; 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; and to direct the Law, Finance, and Legislative Reference Offices to submit their analyses to the Tribal Secretary's Office within sixty (60) days, and that a progress report be submitted in forty-five (45) days, seconded by Fawn Billie. Motion carried unanimously*

1. Defer financial analysis to May 10, 2017, regular Business Committee meeting *pp. 281-283*
Sponsor: Larry Barton, Chief Financial Officer

B. Approve June 20, 2017, special GTC meeting materials *pp. 284-344*
Sponsor: Lisa Summers, Tribal Secretary

XIII. EXECUTIVE SESSION *(Please Note: Scheduled times are approximate and subject to change)*

A. REPORTS

1. **Accept Chief Counsel report –** Jo Anne House, Chief Counsel *pp. 345-348*

   a. **Approve limited waiver of sovereign immunity – Home Depot Commercial Account Application – contract # 2017-0341** *pp. 349-360*

2. **Accept Intergovernmental Affairs & Communications report –** Nathan King, Director *pp. 361-370*

3. **Accept Bay Bancorporation, Inc. FY '17 2nd quarter report** *pp. 371-383*
   (8:30 a.m.-9:00 a.m.)
   President: Jeff Bowman
   Liaison: Tina Danforth, Tribal Chairwoman

4. **Accept Oneida ESC Group, LLC. FY '17 2nd quarter report** *pp. 384-389*
   (9:00 a.m.-9:30 a.m.)
   Chair: Jackie Zalim
   Liaison: Tehassi Hill, Councilman

5. **Accept Oneida Total Integrated Enterprises, LLC. FY '17 2nd quarter report** *pp. 390-397*
   (9:30 a.m.-10:00 a.m.)
   Managing Principal: Jeff House
   Liaison: Tehassi Hill, Councilman

(Break scheduled from 10:00 a.m.-10:15 a.m.)

6. **Accept Oneida Seven Generations Corporation FY '17 2nd quarter report** *pp. 398-404*
   (10:15 a.m.-10:45 a.m.)
   Agent: Pete King III
   Liaison: Tina Danforth, Tribal Chairwoman

   a. **Review Oneida Seven Generations Corporation agent fees** *pp. 405-427*

7. **Accept Oneida Airport Hotel Corporation FY '17 2nd quarter report** *pp. 428-464*
   (10:45 a.m.-11:15 a.m.)
   Agent: Janice Hirth-Skenandore
   Liaison: Trish King, Tribal Treasurer

8. **Accept Oneida Golf Enterprise FY '17 2nd quarter report** *pp. 465-473*
   (11:15 a.m.-11:30 a.m.)
   Agent: Janice Hirth-Skenandore
   Liaison: Trish King, Tribal Treasurer

B. STANDING ITEMS

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

2. **Oneida Golf Enterprise – Ladies Professional Golf Association update** *pp. 474-484*
   (11:30 a.m.-11:45 a.m.)
   Sponsor: Trish King, Tribal Treasurer

C. AUDIT COMMITTEE

1. Accept Audit Committee FY '17 2nd quarter report ***(11:45 a.m.-12:00 p.m.)*** *pp. 485-489*

D. UNFINISHED BUSINESS

1. Accept final report regarding Surveillance System Replacement Project *pp. 490-500*
(This item is scheduled to begin at 1:30 p.m.)
Sponsor: Joanie Buckley, Division Director/Internal Services

EXCERPT FROM JANUARY 25, 2017: Motion by Melinda J. Danforth to accept the transition plan update regarding the Surveillance System Replacement Project with the next update provided at the April 26, 2017, regular Business Committee meeting, seconded by Lisa Summers. Motion carried unanimously.
*EXCERPT FROM JULY 13, 2016: **(1)** Motion by Lisa Summers to accept the transition plan from Internal Services/MIS Department regarding Surveillance System Replacement Project, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Lisa Summers to direct that an internal team be established from a minimum of MIS Department, Oneida Police Department, Gaming Commission and Security, and Purchasing Department to develop a full transition plan for the Operations based on the recommendations provided in the report; and to request an update on the progress be brought back to a regular Business Committee meeting in six (6) months which would be January of 2017, seconded by Jennifer Webster. Motion carried unanimously.*
EXCERPT FROM APRIL 27, 2016: Motion by David Jordan to accept the update from the Gaming Commission, Retail, Finance, and Gaming regarding Surveillance System Replacement Project and to request that the agreed upon action plan be placed in writing and signed by all affected parties, seconded by Tehassi Hill. Motion carried unanimously.
*EXCERPT FROM APRIL 13, 2016: **(1)** Motion by Lisa Summers to request that the team working on this item meet and collaborate on how to proceed and bring back this item to the April 27, 2016, regular Business Committee meeting for an update, seconded by Jennifer Webster. Motion carried unanimously. **(2)** Motion by Lisa Summers to defer a policy development on this issue to the Internal Services/MIS Department to bring back a recommendation on a transition plan which moves the Nation towards a long-term systems alignment and for this draft plan to be brought back to the July 13, 2016, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously. **(3)** Motion by David Jordan to request all the teams that were to be brought together and put under one team for a RFP to be vetted out and be transparent, seconded by Lisa Summers. Motion carried unanimously.*

2. Approve job reassignment for Direct Report # 03 *pp. 501-511*
Sponsor: Trish King, Tribal Treasurer

EXCERPT FROM APRIL 27, 2016: Motion by Tehassi Hill to approve the subcommittee's recommendations in the memo dated April 19, 2016, regarding the Interim Assistant Development Division Director position for a one year period, seconded by Trish King. Motion carried with one abstention.

3. Defer update regarding strategic land purchase to May 10, 2017, regular Business Committee meeting *pp. 512-513*
Sponsor: Michele Doxtator, Area Manager/Retail Profits

EXCERPT FROM JANUARY 25, 2017: Motion by Lisa Summers to accept the update; and to request a follow-up report be brought back in approximately sixty (60) days for the April 26, 2017, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.

4. **Accept verbal update regarding Culture & Language reorganization; and request update be brought back in ninety (90) days** *pp. 514-518*
   Sponsors: Tehassi Hill, Councilman; Brandon Stevens, Councilman; Jennifer Webster, Councilwoman

   *EXCERPT FROM FEBRUARY 8, 2017: **(1)** Motion by Lisa Summers to accept the verbal update and information; and to ask the Governmental Services Division Director to continue working with the area, and the Business Committee sub-team assigned to this topic, on an action plan to be brought back in sixty (60) days, seconded by Fawn Billie. Motion carried unanimously. **(2)** Motion by Lisa Summers to request that any reorganization of the Governmental Services Division be placed on hold until the Governmental Services Director brings back a plan for Business Committee review, seconded by Jennifer Webster. Motion carried unanimously.*

5. **Defer report regarding contract # 2017-0088 for sixty (60) days** *pp. 517-518*
   Sponsors: Lisa Summers, Tribal Secretary; Jennifer Webster, Councilwoman

   EXCERPT FROM FEBRUARY 8, 2017: Motion by Lisa Summers to direct Liaisons Councilwoman Jennifer Webster and Secretary Lisa Summers to work with the Law Office on a contract item that was brought forward; and to bring back a report to the Business Committee within sixty (60) days, seconded by Trish King. Motion carried unanimously.

6. **Defer final recommendations regarding Tsyunhehkwa to May 10, 2017, regular Business Committee meeting** *pp. 519-521*
   Sponsor: Joanie Buckley, Division Director/Internal Services

   EXCERPT FROM MARCH 22, 2017: Motion by Tehassi Hill to accept the Tsyunhehkwa report; and to request the Internal Services Division Director to bring back final recommendations for the April 26, 2017, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.

E. NEW BUSINESS

1. **Review request regarding Oneida Nation School System food service employees** *pp. 522-530*
   (This item is scheduled to begin at 2:00 p.m.)
   Chair: Debra Danforth
   Liaison: Fawn Billie, Councilwoman

2. **Discuss request to reconsider appointment to Oneida Child Protective Board** *pp. 531-629*
   (This item is scheduled to begin at 2:20 p.m.)
   Chair: Dale Powless
   Liaison: Lisa Summers, Tribal Secretary

3. **Review complaint # 2017-DR08-02** ***(This item is scheduled to begin at 2:40 p.m.)*** *pp. 630-637*
   Sponsor: Lisa Summers, Tribal Secretary

4. **Review complaint # 2017-DR08-03** ***(This item is scheduled to begin at 3:00 p.m.)*** *pp. 638-641*
   Sponsor: Lisa Summers, Tribal Secretary

5. **Review complaint # 2017-DR08-04** ***(This item is scheduled to begin at 3:20 p.m.)*** *pp. 642-644*
   Sponsor: Lisa Summers, Tribal Secretary

6. **Review community concern # 2017-CC-05** ***(This item is scheduled to begin at 3:40 p.m.)*** *pp. 645-649*
   Sponsor: Lisa Summers, Tribal Secretary

7. **Review board applications for Oneida ESC, LLC.** *pp. 650-692*
   Sponsor: Lisa Summers, Tribal Secretary

XIV. ADJOURN

Posted on the Oneida Nation's official website, www.oneida-nsn.gov, at 2:00 p.m., Friday, April 21, 2017, 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: https://oneida-nsn.gov/government/business-committee/agendas-packets/

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

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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 seventeen (17) employees by their immediate supervisor along with the Business Committee.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. List of employees to be recognized
2.
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 Geraldine R. Danforth

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.

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

2ND QUARTER 2017 | **April 26th Meeting**

Name	Supervisor Name	ADOH	Years	RESPONSE
TRYBA,LINDA M	LARSON,DAVID L	Jan 6, 1992	25	
SUMMERS,CURTISS L	WILLIAMS,TRACY M	Jan 13, 1992	25	
SMITH,FRANK M	BRAATEN,BLAIR A	Jan 26, 1992	25	
DENNY,BRIAN	EMERSON,DAVID L	Jan 30, 1992	25	
LILLY,CARLA D	LALUZERNE,KIM A	Feb 5, 1992	25	
HILL,JULIE A	LALUZERNE,KIM A	Feb 26, 1992	25	
COTTRELL,KEVIN E	HOUSE,SUSAN M	Mar 2, 1992	25	
SAUNDERS,SHERI	RASMUSSEN,FAWNE M	Mar 2, 1992	25	
HILL,MICHAEL R	MOORE,ALEX K	Mar 12, 1992	25	
MELCHERT,LAURIE A	SOMMERFELDT,JAMES M	Mar 18, 1992	25	
ROMMEL,NICOLE A	PELKY,PATRICK J	Mar 18, 1992	25	
BAIN,INAGAIL M	JORDAN,JUDITH J	Mar 25, 1992	25	
COUNARD,RICK H	LALUZERNE,KIM A	Mar 30, 1992	25	
HOUSE,JAMES M	HERNANDEZ,PENELOPE	Jan 2, 1987	30	
HILL,TAMI J	HILL,GERALD L	Jan 12, 1987	30	
CHRISTJOHN,GWENDOLYN	PEGUERO,YVETTE M	Mar 20, 1987	30	
STEVENS,SANDRA K	DENNY,JACK E	Mar 5, 1982	35	
DENNY,DONALD J	DOXTATOR,MICHELE M	Mar 12, 1982	35	

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Oaths of Office

☐ Accept as Information only

☒ Action - please describe:

Administer the Oath of Office for five (5) Election Board Alternates for the 2017 Elections:
Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. 3.

2. 4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

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

Additional Requestor: Racquel Hill, Election Board Chairperson
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
The Oneida Election Board has submitted a recommendation to the Oneida Business Committee for the appointment of five (5) Election Board Alternates for the 2017 Elections.

This request to administer the oath of office is submitting in conjunction with the recommendation for appointment.

In accordance with 102.4-10.(a) of the Election Law, Election Board Alternates will be dismissed when their election day duties are complete. Due to potential recounts and challenges, the "term ending" for the alternates must be listed "upon the declaration of the official election results".

REQUESTED ACTION
Administer Oath of Office five (5) Election Board Alternates for the 2017 Elections:
Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore.

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: 04 / 26 / 17

2. General Information:

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

Agenda Header: Oaths of Office

☐ Accept as Information only

☒ Action - please describe:

Administer Oath of Office to Dale Powless and Beverly Anderson to the Oneida Child Protective Board

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. 3.

2. 4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

The posting was in the January 5, 2017 issue of the Kalihwisaks for (3) of vacancies on the Oneida Child Protective Board for a (4) year term with the deadline of February 3, 2017. There were (5) applicants for the (3) vacancies on the Oneida Child Protective Board. The appointment was made on the April 12, 2017 BC Agenda.

The third appointee, Carmelita Escamea, is scheduled to take her oath of office at the May 10, 2017, BC meeting.

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

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

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

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Minutes

☐ Accept as Information only

☒ Action - please describe:

Approve April 12, 2017, regular meeting minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. April 12, 2017, 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. Spec./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
8:30 a.m. Tuesday, April 11, 2017
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
8:30 a.m. Wednesday, April 12, 2017
BC Conference Room, 2nd floor, Norbert Hill Center

Minutes - DRAFT

EXECUTIVE SESSION
Present: Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Secretary Lisa Summers, Council members: Tehassi Hill, David Jordan, Jennifer Webster;
Not Present: Chairwoman Tina Danforth, Councilwoman Fawn Billie, Councilman Brandon Stevens;
Arrived at: ;
Others present: Jo Anne House, Larry Barton, Nathan King, Tana Aguirre, Geraldine Danforth;

REGULAR MEETING
Present: Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Secretary Lisa Summers, Council members: Fawn Billie, Tehassi Hill, David Jordan (excused at 2:30 p.m.), Brandon Stevens, Jennifer Webster;
Not Present: Chairwoman Tina Danforth, Councilwoman Fawn Billie, Councilman Brandon Stevens;
Arrived at: ;
Others present: Brad Graham, Bill Graham, Jo Anne House, Heather Heuer, Jen Falck, Clorissa Santiago, Marlene Garvey, Bonnie Pigman, Debbie Danforth, Leyne Orosco, Wes Martin Jr., Chris Johnson, Robert Collins, Cathy Metoxen, Geraldine Danforth, Larry Barton, Ed Delgado, Richard Elm-Hill, Lora Skenandore, Dale Wheelock, James Petitjean, Cathy Bachhuber, Bill Graham, George Skenandore, Paul Witek;

I. CALL TO ORDER AND ROLL CALL by Vice-Chairwoman Melinda J. Danforth at 8:30 a.m.

For the record: Chairwoman Tina Danforth is out of the office on personal time. Councilwoman Fawn Billie and Councilman Brandon Stevens are away on approved travel to attend the National Indian Gaming Association tradeshow & convention in San Diego, CA.

II. OPENING by Councilman Tehassi Hill

D R A F T

III. ADOPT THE AGENDA (00:03:57)

Motion by Lisa Summers to adopt the agenda with the following changes: [Delete Open Session – Unfinished Business item X.A. "Reconsider, review, and hear testimony from Kory Wesaw regarding application to Oneida Police Commission"; delete Executive Session – Unfinished Business item XIV.E.01. "Approve limited waiver of sovereign immunity – Independent Care Health Plan-iCare Provider Service Agreement – contract # 2016-0357"; delete Executive Session – New Business item XIV.F.06. "Review information regarding Electrical Department"; add-on Executive Session – New Business item XIV.F.09. "Comprehensive Housing update"; and add-on Executive Session – New Business item XIV.F.10 "Aimbridge Hospitality request"], seconded by Jennifer Webster. Motion carried unanimously:

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

IV. OATHS OF OFFICE (00:05:39) by Secretary Lisa Summers

A. Environmental Resources Board – Marlene Garvey

B. Oneida Nation Veterans Affairs Committee – Arthur Cornelius ***(Not Present)***

V. MINUTES

A. Approve March 22, 2017, regular meeting minutes (00:08:25)
Sponsor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to approve the March 22, 2017, regular meeting minutes with the following change: [Under item XIV.D.10. the complaint # in the motion should reflect the agenda item complaint # of "2017-DR06-07" instead of "2017-DR06-08"], seconded by Tehassi Hill. Motion carried unanimously:

Secretary Lisa Summers departs at 8:41 a.m. before voting occurs.

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

VI. RESOLUTIONS

A. Adopt resolution entitled Implementing Per Capita Plan Adopted by General Tribal Council on June 13, 2016 (00:12:33)
Sponsor: Trish King, Tribal Treasurer

Motion by Jennifer Webster to adopt resolution # 04-12-17-A Implementing Per Capita Plan Adopted by General Tribal Council on June 13, 2016, seconded by David Jordan. Motion carried unanimously:

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

Secretary Lisa Summers returns at 8:50 a.m.

D R A F T

B. Adopt resolution entitled Extending the Effective Date of the Community Support Fund Law (00:18:06)
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

Motion by David Jordan to adopt resolution # 04-12-17-B Extending the Effective Date of the Community Support Fund Law, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

C. Adopt resolution entitled Conflict of Interest Emergency Amendments (00:26:04)
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

Motion by Lisa Summers to delete this item from the agenda, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

D. Adopt resolution entitled Drug and Alcohol Free Workplace Law Amendments (00:26:45)
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

Motion by David Jordan to adopt resolution # 04-12-17-C Drug and Alcohol Free Workplace Law Amendments, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

E. Adopt resolution entitled Endowments Law Amendments (00:27:46)
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

Motion by Lisa Summers to adopt resolution # 04-12-17-D Endowments Law Amendments, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

Councilman Tehassi Hill departs at 9:26 a.m.
Councilman Tehassi Hill returns at 9:29 a.m.

VII. STANDING COMMITTEES

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

1. Accept March 15, 2017, Legislative Operating Committee meeting minutes (1:09:49)

Motion by Jennifer Webster to accept the March 15, 2017, Legislative Operating Committee meeting minutes, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

Treasurer Trish King departs at 9:33 a.m.

D R A F T

2. **Request Oneida Personnel Commission to submit input regarding Employment Law (1:02:10)**

Motion by Lisa Summers to approve Legislative Operating Committee request; and to delegate the Tribal Secretary the responsibility of sending the formal correspondence, seconded by Tehassi Hill. Motion carried unanimously:

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

Treasurer Trish King returns at 9:35 a.m.
Councilman David Jordan departs at 9:35 a.m.
Councilman David Jordan returns at 9:49 a.m.

3. **Review Landlord-Tenant Rule # 2: Income Based Rental Program; Landlord-Tenant Rule # 3: Elder Rental Program; and Eviction & Termination Rule # 1: Disposal of Abandoned Personal Property (1:04:18)**

Motion by Lisa Summers to note the Business Committee has reviewed Landlord-Tenant Rule # 2: Income Based Rental Program; Landlord-Tenant Rule # 3: Elder Rental Program; and Eviction & Termination Rule # 1: Disposal of Abandoned Personal Property, in accordance with section 106.7-3 of the Administrative Rulemaking, seconded by Tehassi Hill. Motion carried unanimously:

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

Motion by Lisa Summers to defer the questions and concerns that were identified today from the public to the respective entities to review so that they can take note of them and see if there are any adjustments they want to make in the future, seconded by David Jordan. Motion carried unanimously:

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

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

1. **Approve April 3, 2017, Finance Committee meeting minutes (1:36:30)**

Motion by David Jordan to approve the April 3, 2017, Finance Committee meeting minutes, seconded by Trish King. Motion carried with one abstained:

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

VIII. APPOINTMENTS

A. Approve recommendation to appoint Beverly Anderson, Dale Powless, and Carmelita Escamea to Oneida Child Protection Board (1:36:34)
Sponsor: Tina Danforth, Tribal Chairwoman

Motion by David Jordan to appoint Beverly Anderson, Dale Powless, and Carmelita Escamea to Oneida Child Protection Board, seconded by Lisa Summers. Motion carried with one abstention:

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

D R A F T

IX. STANDING ITEMS

Secretary Lisa Summers departs at 10:12 a.m.
Secretary Lisa Summers returns at 10:16 a.m.

A. Accept quarterly report regarding work plan for Cemetery Improvements Project # 14-002 (1:39:38)
Sponsor: James Petitjean, Interim Assistant Division Director/Development-Development

Motion by Lisa Summers to accept the quarterly report regarding work plan for Cemetery Improvements Project # 14-002, seconded by Jennifer Webster. Motion carried unanimously:

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

B. Approve Constitutional Amendments Implementation Team close-out report; and four (4) additional requested actions (2:06:46)
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Lisa Summers to formally disband the Constitutional Amendments Implementation team as their work is complete; to direct Chairwoman Tina Danforth to provide copies of the signed letter to the Oneida of the Thames and Oneida Indian Nation to the Tribal Secretary's Office for record keeping purposes; to direct the Legislative Operating Committee to ensure the Election Law amendments are completed to come into compliance with the Constitution; and to direct the Tribal Secretary's Office to present the petition forms and necessary standard operating procedures to the Business Committee work meeting in May 2017 for finalization, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

X. UNFINISHED BUSINESS

~~**A. Reconsider, review, and hear testimony from Kory Wesaw regarding application to Oneida Police Commission**~~
~~Sponsor: Tina Danforth, Tribal Chairwoman~~

~~*EXCERPT FROM FEBRUARY 8, 2017: **(1)** Motion by Jennifer Webster to approve the recommendation to appoint Kory Wesaw to the Oneida Police Commission, seconded by David Jordan. Motion fails due to lack of support. **(2)** Motion by Melinda J. Danforth to request Chairwoman Tina Danforth to reconsider the other applicants in the pool in accordance with the Comprehensive Policy Governing Boards, Committees, and Commissions, seconded by Brandon Stevens. Motion carried unanimously.*~~

Item deleted at the adoption of the agenda.

XI. NEW BUSINESS

A. Approve activation of $250,000 from FY 2017 CIP budget for CIP # 14-012 Oneida Farms Barn & Manure Pit (2:25:55)
Sponsor: James Petitjean, Interim Assistant Division Director/Development-Development

Motion by Lisa Summers to approve the activation of $250,000 from FY 2017 CIP budget for CIP # 14-012 Oneida Farms Barn & Manure Pit, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster

D R A F T

Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

B. Approve activation of $393,000 from FY 2017 CIP budget for CIP # 15-003 Norbert Hill Center Remodeling-Phase VIII (2:26:50)
Sponsor: James Petitjean, Interim Assistant Division Director/Development-Development

Motion by Lisa Summers to approve the activation of $393,000 from FY 2017 CIP budget for CIP # 15-003 Norbert Hill Center Remodeling-Phase VIII, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

Treasurer Trish King departs at 11:02 a.m.
Treasurer Trish King returns at 11:06 a.m.
Councilman Tehassi Hill departs at 11:07 a.m.
Councilman Tehassi Hill returns at 11:09 a.m.

C. Approve update regarding Noncompliance: Organizational Conflicts of Interest Finding in Final Monitoring Report Letter from U.S. Dept. of Housing & Urban Development (2:27:16)
(This item corresponds with item VI.C. of the agenda)
Sponsor: Tina Danforth, Tribal Chairwoman

Motion by Lisa Summers to accept this item as information, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

Councilwoman Jennifer Webster departs at 11:14 a.m.
Councilwoman Jennifer Webster returns at 11:17 a.m.

D. Reconsider request to approve reorganization of five (5) Elder Services positions to Comprehensive Health Division (2:40:18) & (3:29:31)
Sponsor: George Skenandore, Division Director/Governmental Services

Motion by Lisa Summers to defer this item to after discussion is held with the Division Director of Governmental Services scheduled at 3:00 p.m., seconded by Trish King. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

Motion by Lisa Summers to approve the reconsideration request; and to make an exception to the Business Committee standing motion for this particular item to approve the reorganization of five (5) Elder Services positions to Comprehensive Health Division as identified in the materials provided, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, David Jordan, Brandon Stevens

E. Enter E-Poll results into the record in accordance with BC SOP Conducting Electronic Voting:
Sponsor: Lisa Summers, Tribal Secretary

1. Failed request for reorganization of five (5) Elder Services positions to Comprehensive Health Division (2:55:41)
Sponsor: George Skenandore, Division Director/Governmental Services

D R A F T

Motion by David Jordan to enter the E-Poll results into the record for the failed request for reorganization of five (5) Elder Services positions to Comprehensive Health Division, seconded by Jennifer Webster. Motion carried unanimously:

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

XII. TRAVEL

A. TRAVEL REPORTS

1. Accept travel report – Councilwoman Fawn Billie – Tribal Action Plan Development Workshop – Columbia, SC – January 25-27, 2017 (2:56:33)

Motion by Trish King to accept the travel report – Councilwoman Fawn Billie – Tribal Action Plan Development Workshop – Columbia, SC – January 25-27, 2017, seconded by David Jordan. Motion carried unanimously:

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

2. Accept travel report – Secretary Lisa Summers – National Congress of American Indians (NCAI) Executive Council Winter Session – Washington D.C. – February 14-16, 2017 (2:56:56)

Motion by Jennifer Webster to accept the travel report – Secretary Lisa Summers – National Congress of American Indians (NCAI) Executive Council Winter Session – Washington D.C. – February 14-16, 2017, seconded by David Jordan. Motion carried unanimously:

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

3. Accept travel report – Secretary Lisa Summers – PL280 Subcommittee, Tribal Caucus, and Intertribal Criminal Justice Council meeting – Hayward, WI – March 22-24, 2017 (2:57:27)

Motion by Jennifer Webster to accept the travel report – Secretary Lisa Summers – PL280 Subcommittee, Tribal Caucus, and Intertribal Criminal Justice Council meeting – Hayward, WI – March 22-24, 2017, noting that Secretary Lisa Summers did not attend, seconded by Tehassi Hill. Motion carried unanimously:

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

B. TRAVEL REQUESTS

1. Approve travel request – Secretary Lisa Summers – State-Tribal Consultation with WI Department of Corrections – Hayward, WI – May 8-9, 2017 (2:58:57)

Motion by Trish King to approve the travel request – Secretary Lisa Summers – State-Tribal Consultation with WI Department of Corrections – Hayward, WI – May 8-9, 2017, seconded by David Jordan. Motion carried unanimously:

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

D R A F T

XIII. GENERAL TRIBAL COUNCIL *(To obtain a copy of Members Only materials, visit the BC Support Office, 2nd floor, Norbert Hill Center and present Tribal I.D. card or go to https://goo.gl/uLp2jE)*

A. Petitioner Sherrole Benton: Request to change pre-employment drug testing for marijuana

*EXCERPT FROM MARCH 22, 2017: **(1)** Motion by David Jordan to accept the legislative analysis, seconded by Tehassi Hill. Motion carried unanimously. **(2)** Motion by Tehassi Hill to defer the legal analysis to the April 12, 2017, regular Business Committee meeting, seconded by Lisa Summers. Motion carried unanimously. **(3)** Motion by David Jordan to defer the financial analysis to the April 12, 2017, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.*
*EXCERPT FROM MARCH 8, 2017: **(1)** Motion by Brandon Stevens to accept the progress report regarding legislative analysis, seconded by Tehassi Hill. Motion carried unanimously. **(2)** Motion by Jennifer Webster to accept the progress report regarding the legal analysis, seconded by Fawn Billie. Motion carried unanimously. **(3)** Motion by Jennifer Webster to accept the progress report regarding the financial analysis, seconded by Brandon Stevens. Motion carried unanimously. EXCERPT FROM JANUARY 11, 2017: **(1)** Motion by Lisa Summers to accept the verified petition from Sherrole Benton regarding a request to change pre-employment drug testing for marijuana use; 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; and to direct the Law, Finance, and Legislative Reference Offices to submit their analyses to the Tribal Secretary's Office within sixty (60) days, and that a progress report be submitted in forty-five (45) days, seconded by Fawn Billie. Motion carried unanimously.*

1. Accept legal analysis (2:59:22)
Sponsor: Jo Anne House, Chief Counsel

Motion by David Jordan to accept the legal analysis, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

2. Defer financial analysis to April 26, 2017, regular Business Committee meeting (3:00:00)
Sponsor: Larry Barton, Chief Financial Officer

Motion by Lisa Summers to defer the financial analysis to the April 26, 2017, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

B. Approve May 16, 2017, reconvened special GTC meeting mail-out notice (3:00:29)
Sponsor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to approve the May 16, 2017, reconvened special GTC meeting mail-out notice, seconded by David Jordan. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

D R A F T

C. Enter E-Poll results into the record In accordance with BC SOP Conducting Electronic Voting:
Sponsor: Lisa Summers, Tribal Secretary

1. Approved request to schedule special GTC meeting on Tuesday, May 16, 2017, at 6:00 p.m. as directed at the March 19, 2017, special GTC meeting (3:01:02)
Requestor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to enter the E-Poll results into the record for the approved request to schedule special GTC meeting on Tuesday, May 16, 2017, at 6:00 p.m. as directed at the March 19, 2017, special GTC meeting, seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

2. Approved request to reschedule April 7, 2017, reconvened Annual GTC meeting to Sunday, April 23, 2017, at 1:00 p.m., due to identified safety concerns (3:01:35)
Requestor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to enter the E-Poll results into the record approved the request to reschedule April 7, 2017, reconvened Annual GTC meeting to Sunday, April 23, 2017, at 1:00 p.m., due to identified safety concerns, seconded by Trish King. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

XIV. EXECUTIVE SESSION

Motion by Lisa Summers to go into executive session at 11:33 a.m., seconded by Jennifer Webster. Motion carried unanimously:
Ayes: Tehassi Hill, David Jordan, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, Brandon Stevens

Meeting recessed at 12:00 p.m. until 1:30 p.m.

Councilman David Jordan departs at 2:30 p.m.

Motion by Lisa Summers to come out of executive session at 2:41 p.m., seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, David Jordan, Brandon Stevens

A. REPORTS

1. Accept Chief Counsel report – Jo Anne House, Chief Counsel **(3:04:50)**

Motion by Lisa Summers to accept the Chief Counsel report dated April 11, 2017, seconded by Tehassi Hill. Motion carried unanimously:
Ayes: Tehassi Hill, Trish King, Lisa Summers, Jennifer Webster
Not Present: Tina Danforth, Fawn Billie, David Jordan, Brandon Stevens

D R A F T

a. Approve limited waiver of sovereign immunity – LexisNexis-Time Matters Annual Maintenance Agreement – contract # 2017-0280 (3:05:23)

Motion by Jennifer Webster to approve the limited waiver of sovereign immunity – LexisNexis-Time Matters Annual Maintenance Agreement – contract # 2017-0280, seconded by Trish King. Motion carried unanimously:

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

b. Approve attorney engagement letters (3:05:50)

Motion by Lisa Summers to approve the attorney engagement letters for Hogan Adams PLLC./Hansen Reynolds LLC., seconded by Jennifer Webster. Motion carried unanimously:

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

2. Accept Chief Financial Officer report – Larry Barton, Chief Financial Officer **(3:06:21)**

Motion by Lisa Summers to accept the Chief Financial Officer report dated April 11, 2017, seconded by Jennifer Webster. Motion carried unanimously:

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

3. Accept Intergovernmental Affairs & Communications report – Nathan King, Director **(3:06:54)**

Motion by Lisa Summers to accept the Intergovernmental Affairs & Communications update, noting the follow-up is being conducted on the following two (2) items: the Back 40 Mine issue and a request to coordinate a government-to-government meeting with Ho-Chunk Nation, seconded by Tehassi Hill. Motion carried unanimously:

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

Motion by Lisa Summers to accept the Oneida Village budget update, including the authorization of the 15% contingency fund request, seconded by Jennifer Webster. Motion carried unanimously:

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

B. STANDING ITEMS

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

C. AUDIT COMMITTEE

Chair: Tehassi Hill, Councilman

1. Accept February 9, 2017, Audit Committee meeting minutes (3:08:08)

Motion by Tehassi Hill to accept the February 9, 2017, Audit Committee meeting minutes, seconded by Jennifer Webster. Motion carried unanimously:

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

D R A F T

2. **Accept Oneida Police Department Performance Assurance audit and lift confidentiality requirement to allow Tribal Members to view the audit (3:08:30)**

Motion by Tehassi Hill to accept the Oneida Police Department Performance Assurance audit; and to lift the confidentiality requirement to allow Tribal Members to view the audit, seconded by Jennifer Webster. Motion carried unanimously:

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

D. TABLED BUSINESS

1. **Adopt resolution entitled Resolution to Adopt the Second Amendment to the Public Safety Officer Pension Plan (3:08:53)**
Sponsor: Larry Barton, Chief Financial Officer

EXCERPT FROM MARCH 22, 2017: Motion by David Jordan to table this item until the end of the agenda, seconded by Tehassi Hill. Motion carried unanimously.

Motion by Lisa Summers to take this item from the table, seconded by Tehassi Hill. Motion carried unanimously:

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

Motion by Lisa Summers to delete from the agenda, noting that it was completed via E-Poll for which the results are on this agenda as item XIV.F.08.b., seconded by Jennifer Webster. Motion carried unanimously:

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

E. UNFINISHED BUSINESS

~~1. **Approve limited waiver of sovereign immunity – Independent Care Health Plan-iCare Provider Service Agreement – contract # 2016-0357**~~
~~Sponsor: Debra Danforth, Division Director/Comprehensive Health Operations~~

~~*EXCERPT FROM MARCH 22, 2017: Motion by Lisa Summers to defer this item to the April 12, 2017, regular Business Committee meeting to request clarification on approval, seconded by David Jordan. Motion carried unanimously.*~~

Item deleted at adoption of the agenda.

F. NEW BUSINESS

1. **Approve limited waiver of sovereign immunity – Wells Fargo Merchant Services-Merchant Processing Application – contract # 2017-0244 (3:10:05)**
Sponsor: Larry Barton, Chief Financial Officer

Motion by Lisa Summers to deny the request for the limited waiver of sovereign immunity – Wells Fargo Merchant Services-Merchant Processing Application – contract # 2017-0244; and to direct the Chief Financial Officer to seek an alternate vendor to provide this service to the Arts program and other entities of the Nation to be completed within six (6) months, seconded by Tehassi Hill. Motion carried unanimously:

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

D R A F T

2. **Adopt resolution entitled Adoption of Second Amendment and the Amended and Restated Credit Note of the Oneida Nation (3:10:49)**
   Sponsor: Larry Barton, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution # 04-12-17-E Adoption of Second Amendment and the Amended and Restated Credit Note of the Oneida Nation[1], seconded by Lisa Summers. Motion carried unanimously:

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

3. **Review complaint # 2017-DR16-01 (3:11:37)**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to accept complaint # 2017-DR16-01 as having merit; and to assign Councilmembers Jennifer Webster, Brandon Stevens, and Fawn Billie to complete the process and any follow-up, seconded by Tehassi Hill. Motion carried unanimously:

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

4. **Review request regarding wage adjustment procedures (3:12:14)**
   Sponsor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to assign the Human Resources Area Manager and an Oneida Business Committee sub-team consisting of the Offices of Secretary Lisa Summers, Vice-Chairwoman Melinda J. Danforth, and Treasurer Trish King to work together to bring forward a revised policy which achieves preservation of managerial decision-making and checks-and-balances relating to budget requirements for any type of wage adjustment, raises, bonuses, etc., seconded by Jennifer Webster. Motion carried unanimously:

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

Motion by Lisa Summers for the Oneida Business Committee sub-team and Human Resources to bring back a status update to the May 24, 2017, regular Business Committee meeting agenda in executive session, seconded by Jennifer Webster. Motion carried unanimously:

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

5. **Review request regarding wage adjustment plan for FY 2018 budget planning (3:14:13)**
   Sponsor: Trish King, Tribal Treasurer

Motion by Lisa Summers to accept the Treasurer's draft memorandum dated April 4, 2017; and to accept items for this request as identified in numbers 1-6, 1) being a yes; 2) being a yes, 3) being a no, but to plan for FY 2019; 4) being a yes, 5) being a yes, noting that it will also have to comply with the policies and procedures, and 6) being a yes, seconded by Tehassi Hill. Motion carried unanimously:

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

~~**6. Accept information regarding Electrical Department**~~
~~Sponsor: Tina Danforth, Tribal Chairwoman~~

Item deleted at adoption of the agenda.

---

[1] Vice-Chairwoman Melinda J. Danforth noted the Officer signatures for resolution # 04-12-17-E need to be completed by April 15, 2017.

D R A F T

Motion by Tehassi Hill to go into executive session at 3:05 p.m., seconded by Jennifer Webster. Motion carried unanimously:

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

Motion by Tehassi Hill to come out of executive session at 5:19 p.m., seconded by Lisa Summers. Motion carried unanimously:

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

7. Discuss and set performance expectations for Direct Report – DR06 (3:30:45)
Sponsor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to set performance expectations for Direct Report – DR06 sent via e-mail, seconded by Jennifer Webster. Motion carried unanimously:

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

8. Enter E-Poll results into the record In accordance with BC SOP Conducting Electronic Voting:
Sponsor: Lisa Summers, Tribal Secretary

a. Approved request of two (2) actions regarding Limited Term Employee Agreement (3:26:15)
Requestor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to enter the E-Poll results into the record for the approved request of two (2) actions regarding Limited Term Employee Agreement, seconded by Tehassi Hill. Motion carried unanimously:

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

b. Adoption of resolution # 04-03-17-A Adoption of the Second Amendment to the Public Safety Officer Pension Plan (3:26:52)
Requestors: Larry Barton, Chief Financial Officer; Jo Anne House, Chief Counsel

Motion by Jennifer Webster to enter the E-Poll results into the record for the adoption of resolution # 04-03-17-A Adoption of the Second Amendment to the Public Safety Officer Pension Plan, seconded by Lisa Summers. Motion carried unanimously:

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

9. Comprehensive Housing update *(Add-on item)* (3:27:34)
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Lisa Summers to accept the update provided on April 11, 2017, seconded by Tehassi Hill. Motion carried unanimously:

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

D R A F T

10. Aimbridge Hospitality request ***(Add-on item)*** **(3:27:55)**
Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to accept the request as information; and assign the liaisons Treasurer Trish King and Councilwoman Fawn Billie to complete the additional follow-up identified, seconded by Lisa Summers. Motion carried unanimously:

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

XV. ADJOURN

Motion by Lisa Summers to adjourn at 5:22 p.m., seconded by Jennifer Webster. Motion carried unanimously:

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

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

_____
Lisa Summers, Secretary
ONEIDA BUSINESS COMMITTEE

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

2. General Information:

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

Resolution for Older Americans Month May, 2017

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approve resolution for Older Americans Month in May, 2017

3. Supporting Materials

☐ Report ☒ Resolution ☐ Contract

☐ Other:

1. Resolution
2.
3.
4.

☒ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: George Skenandore, Division Director/GSD 4/7/17

Primary Requestor/Submitter: Tsyoshaaht C. Delgado, Elder Services Program Manager 4/5/17
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:

Older Americans Month 2017: Age Out Loud
Getting older doesn't mean what it used to. For many aging Americans, it is a phase of life where interests, goals, and dreams can get a new or second start. Today, aging is about eliminating outdated perceptions and living the way that suits you best.

Since 1963, OAM has been a time to celebrate older Americans, their stories, and their contributions. Led by the Administration for Community Living (ACL), the annual observance offers a special opportunity to learn about, support, and recognize our nation's older citizens. This year's theme, "Age Out Loud," emphasizes the ways older adults are living their lives with boldness, confidence, and passion while serving as an inspiration to people of all ages.

Oneida Elder Services will use OAM 2017 to focus on how older adults in our community are redefining aging—through work or family interests, by taking charge of their health and staying independent for as long as possible, and through their community and advocacy efforts. We can also use this opportunity to learn how we can best support and learn from our community's older members.

Throughout the month, Elder Services will conduct activities and share information designed to highlight local programs, resources, stories, etc. We encourage you to get involved with the activities which are all held at the Congregate Meal Site and listed below:

1st, 11:30 - Snap Chat - Youth from Oneida High School teaching elders snap chat
4th, 11:00 - Planting Presentation and give away a couple of raised garden boxes
8th, 1:00 - Elder Fashion Show - Elders walk the runway with what they have made
9th, 11:00 - Storytelling by Brian Doxtator
10th, 9:30 - Dementia Awareness by our Dementia Specialist
11th , 12:00 - Medicare Improvements for Patients and Providers Act (MIPPA) presentation
12th, 1:00 - Elder Dance - Classic Memories Band
23rd, 12:15 - Music of our Culture (MOC) Performance
24th, 9:30 - Memory Screens by our Dementia Specialist

Join us as we speak up for #OAM17 and #AgeOutLoud this May!

Here is the link for more information on Older Americans Month https://oam.acl.gov/index.html

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

Post Office Box 365

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

BC Resolution # __-__-__-_
Older Americans Month 2017

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

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

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

WHEREAS, the Oneida community includes older Americans who richly contribute to our community; and

WHEREAS, the Oneida Nation is committed to supporting Oneida Elders as they take charge of their health, explore new opportunities and focus on independence; and

WHEREAS, the Oneida Nation is committed to providing enrichment opportunities for Oneida people of all ages; and

NOW THEREFORE BE IT RESOLVED, that the Oneida Nation does hereby proclaim May 2017 to be older Americans month.

BE IT FINALLY RESOLVED, that all Oneida Nation members are encouraged to take time during this month to acknowledge the ongoing contributions made by Oneida elders to the history and future of the Oneida Nation.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

2. General Information:

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

Agenda Header: Resolutions

☐ Accept as Information only

☒ Action - please describe:

Approve Resolution adopting Revenue Allocation Plan for FY 2017 per capita payment.

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: Jo Anne House, Chief Counsel

Primary Requestor/Submitter: Robert J. Collins, II, Attorney, Law Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation
Post Office Box 365

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

BC Resolution # __-__-__-_
Revenue Allocation Plan FY 2017

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 BC Resolution #04-12-17-A which approved a per capita payment of $1,300.00 to every enrolled member of the Oneida Nation f/k/a Oneida Tribe of Indians of Wisconsin, in accordance with the Nation's Per Capita law, for Fiscal Years 2017, 2018, 2019, 2020 and 2021; and

WHEREAS, the General Tribal Council adopted Resolution #08-11-97-A which approved a per capita payment of $2,000.00 to each enrolled elder over the age of 62, in accordance with the Per Capita law, to begin in Fiscal Year 1998; and

WHEREAS, the General Tribal Council adopted Resolution #06-30-90-A which approved a per capita payment of $500.00 to each enrolled elder over the age of 65 in accordance with the Per Capita law, to begin in November 1994; and

WHEREAS, the Oneida Trust Enrollment Committee is delegated responsibility to manage trust accounts in accordance with the Per Capita law; and

WHEREAS, the Oneida Trust Enrollment Committee approved the attached Revenue Allocation Plan for Fiscal Year 2017 by motion on April 24, 2017; and

WHEREAS, the Indian Gaming Regulatory Act states that net revenues from any Class II and III gaming activities conducted or licensed by any tribe may be used to make per capita payments to members of the tribe only if (1) the tribe has prepared a Plan to allocate revenues for authorized uses and (2) the Plan is approved by the United States Assistant Secretary of the Interior as adequate; and

WHEREAS, the Revenue Allocation Plan for Fiscal Year 2017 ensures that not more than fifty percent (50%) of the net gaming revenues shall be used for per capita payments to members; and

WHEREAS, the attached Revenue Allocation Plan for Fiscal Year 2017 is in compliance with the Indian Gaming Regulatory Act, 25 U.S.C. 2701, *et seq.* as the Plan demonstrates that the Oneida Nation is dedicating a significant source of net gaming revenue for economic and governmental purposes; and

NOW THEREFORE BE IT RESOLVED, that the Oneida Business Committee hereby approves and adopts the attached Revenue Allocation Plan for Fiscal Year 2017.

BE IT FURTHER RESOLVED that upon adoption by the Oneida Business Committee, the attached Revenue Allocation Plan for Fiscal Year 2017 and this resolution shall be presented to the United States Assistant Secretary of the Interior for review and approval according to the Indian Gaming Regulatory Act.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54155-0365
Oneida-nsn.gov

Statement of Effect
Revenue Allocation Plan FY 2017

Summary

This resolution approves and adopts the Revenue Allocation Plan for Fiscal Year 2017 and directs that it be presented to the United States Assistant Secretary of the Interior for review and approval in accordance with the Indian Gaming Regulatory Act.

Submitted by: Clorissa Santiago, Staff Attorney, Legislative Reference Office

Analysis by the Legislative Reference Office

This resolution adopts a document which sets forth the allocation of tribal revenues for the payment of general membership and elder per capita. These per capita payments were adopted by the General Tribal Council through GTC Resolutions #06-30-90-A, #08-11-97-A, and #04-12-17-A.

In accordance with the Indian Gaming Regulatory Act, gaming revenues must be used for specific purposes and gaming revenues used to make per capita payments must meet certain criteria. This Statement of Effect does not review the Revenue Allocation Plan for Fiscal Year 2017. That document has received review by an attorney during the drafting stages and for the final document.

The resolution identifies that a specified sum of money will be utilized for a per capita payment at the direction of the General Tribal Council. This budgeted impact has been assessed by the General Tribal Council through the budgeting process of the Oneida Nation. Thus, the Oneida Business Committee has been authorized to take the above action affecting the budget.

The action within this resolution is within the authority of the Oneida Business Committee. The document being forwarded has received attorney review which is not included as a part of this Statement of Effect.

Conclusion

There are no legal issues which would prohibit adoption of this resolution.

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

ONEIDA NATION

Revenue Allocation Plan
Fiscal Year 2017

Section I. Resolution and Repeal of Inconsistent Legislation

This Revenue Allocation Plan ("Plan") was adopted pursuant to Oneida Business Committee Resolution No. 04-26-17-A. With the exception of the Constitution of the Oneida Nation f/k/a Oneida Tribe of Indians of Wisconsin (ANation@) and the Gaming Compact of 1991 and its applicable amendments entered into by the Nation and State of Wisconsin, this Plan shall govern the allocation of available net revenues from the Nation's gaming enterprises including per capita distributions to qualified members of the Nation.

Section II. Policy and Legislative History

This Plan is in compliance with the Indian Gaming Regulatory Act of 1988 [25 U.S.C. '2701, specifically, '2710(b)(3)A-D] ("IGRA") and all other applicable federal law. The Nation shall use revenues generated by its gaming establishments primarily to strengthen the Nation's government, its self-sufficiency and to support its economic development. The Nation shall ensure that its governmental operations and programs and its economic development shall receive the necessary financial support from net gaming revenues prior to distributing such revenues for other purposes.

The Nation is committed to providing for its long range security and its members. Accordingly, the Nation shall ensure that net gaming revenues are allocated toward investments, programs and projects that impact not only present needs, but also anticipate future needs. In addition, the Nation shall ensure that investments, programs and projects funded by net gaming revenues are aimed toward improving national conditions and the life opportunities of its members for the next seven generations.

The Nation retains the inherent sovereign right to determine the best interests of its minor members by providing for their future welfare by placing monies into trust for the benefit of those minor members. The Nation shall provide for the future of minors while encouraging parents to provide for the immediate living needs of their children as is their responsibility.

The Nation is committed to the education of its children. Specifically, the Nation seeks to increase the high school graduation rates of its members, and encourage its members to pursue degrees in colleges, universities or vocational schools. Currently, the Nation offers financial assistance to every eligible member for educational purposes.

Pursuant to Oneida Business Committee Resolution #04-12-17-A, a per capita payment in the amount of $1,300.00 will be distributed to every enrolled member of the Oneida Nation for Fiscal Years 2017 through 2021. The per capita distribution will be referred to as the APer Capita Payment.@

Pursuant to General Tribal Council Resolution #08-11-97A, a per capita payment in the amount of $2,000.00 will be distributed to every enrolled elder aged 62 and over to begin in Fiscal Year 1998. Pursuant to General Tribal Council Resolution #6-30-90-A, "To begin in November 1994 to make a per capita payment of $500 once each year, with 5% inflation built into the schedule, to all living persons over the age of 65 by 10/31 of that year." The 5% inflationary increase began in fiscal year 2003 and was added every odd year thereafter, in addition to the $2,000 authorized by Resolution #08-11-97A. The Oneida Trust Committee took action pursuant to Oneida Trust Committee Resolution 6-25-13 to modify the 5% inflationary increase so that it will now be applied every three years beginning in 2014. The 5% inflationary increase will be applied every third year thereafter until such time as the Oneida Trust Committee designates a new schedule of payment. Both elderly per capita distributions will be referred to as the AElderly Per Capita Payment.@ The aged 65 and over elderly per capita distribution pursuant to Resolution #6-30-90-A for fiscal year 2017 will be $703.54.

The Per Capita Payment and Elderly Per Capita Payment are being made to offer financial assistance to all members of the Nation regardless of their employment with the Nation.

The Oneida Business Committee, acting in its capacity as the delegated governmental body of the Nation, is adopting this allocation plan in order to implement the above-referenced General Tribal Council Resolutions. Copies of these resolutions and motion are attached.

Section III. Use of Net Gaming Revenues; Nation's Governmental Operations and Programs

A. The Nation hereby allocates **26.61%** of net gaming revenues in order to provide for supplemental funding for governmental operations and programs. If it deems it necessary, the Oneida Business Committee acting at the direction of the General Tribal Council shall have the authority to revise and increase the percentage of net gaming revenues allocated to funding for its governmental operations and programs.

B. Governmental operations and programs to be supplementarily funded by net gaming revenues under this Section shall include, but shall not be limited to, the following: the Nation's administration, capital improvements to its offices, public works program, planning program, enrollment program, community health representative, health services, Indian Health Services clinic, its Indian Child Welfare Act program, clean-up program, education program, school food service programs, parenting

program, summer youth workers' program, library, recreation program, elderly program, veterans' symposium, arts and crafts program, and its cultural programs.

C. The Oneida Business Committee forwarded the Fiscal Year 2017 budget to the General Tribal Council with delegation of budget revision authority to the Oneida Business Committee. Prior to the commencement of this fiscal year, the Oneida Business Committee received budget reports and requests from each governmental operation and program listed in Section III.B. The budget reports detailed: Past fiscal year revenues, projected revenues, revenue sources, including the amount of net revenues derived from gaming enterprises, past fiscal year expenditures and projected expenditures, together with a detailed accounting for expenditures. The budget reports also included budget requests including requests for supplemental funding from net gaming revenues allocated to funding for the Nation's governmental operations and programs.

D. The Oneida Business Committee, after receiving all budget reports and requests under this Section, allocated those funds designated for its governmental operations and programs. This allocation occurred with the adoption of the Nation's fiscal year budget. The Oneida Business Committee shall be the sole decision making body to any actions taken upon budget reports and requests and as to the allocation of funds designated for its governmental operations and programs as delegated by the General Tribal Council.

E. The Oneida Business Committee disbursed those monies allocated to its governmental operations and programs in accordance with the Nation's fiscal year budget referenced in paragraph D above. Any disbursements made hereunder by the receiving governmental operation or program shall be handled in a manner consistent with the operation's or program's generally accepted accounting methods.

F. Prior to the adoption of the Oneida Nation's fiscal year budget, the Oneida Business Committee reviewed the budget reports and requests required in Paragraph C above for the prior fiscal year, and any other reports prepared in accordance with generally accepted accounting methods, to determine the actual amount of monies expended on its governmental operations and programs in the prior fiscal year together with the percentage of total net gaming revenues allocated to its governmental operations and programs in the prior fiscal year. Such review was reported to the General Tribal Council through Treasurer's Reports.

Section IV. Use of Net Gaming Revenues; General Welfare of the Oneida Nation and its Members

A. The Nation hereby allocates **40.23%** of net gaming revenues in order to provide supplemental funding for the general welfare of the Nation and its members. If it deems it necessary, the Oneida Business Committee acting at the direction of the General Tribal Council shall have the authority to revise and increase the percentage

of net gaming revenues allocated to funding for the general welfare of the Nation and its members.

B. The Oneida Business Committee shall meet with their delegate or designee for its social services to consider the social service and general welfare needs of its members and to receive needs assessments and budget reports and requests of any of the Nation's social service program not included in Section III. These general welfare programs shall include, but shall not be limited to, utility assistance program, funeral assistance program, the Nation's housing assistance program, higher education program, elderly services, social services programs, health services and the food distribution program. The needs assessments and budget reports and requests shall be prepared in accordance with the requirements set forth in Section III.C., D., E. and F. above, except that the General Tribal Council or the Oneida Business Committee may waive the requirements set forth in Section III.F. above.

Section V. Use of Net Gaming Revenues; Oneida Nation's Economic Development

A. The Nation hereby allocates **6.30%** of net gaming revenues in order to provide funding for its economic development.

1. If it deems it necessary, the Oneida Business Committee acting at the direction of the General Tribal Council shall have the authority to revise and increase the percentage of net gaming revenues allocated to funding for its economic development.

2. The General Tribal Council or the Oneida Business Committee acting at the direction of the General Tribal Council, may, in its discretion, allocate net gaming revenues allocated to funding for its governmental operations and programs, funding for the general welfare of the Nation and its members, donations to charitable organizations, and funding of local government operations that have not been expended as of the last date of this fiscal year to the purposes set forth in this Section.

B. "Nation's economic development" shall include investment of net gaming revenues. Investments of net gaming revenues allocated to its economic development shall be made pursuant to an annual budget allocation for business development and pursuant to an investment policy to be adopted by resolution of the General Tribal Council or the Oneida Business Committee. At a minimum, this investment policy shall provide:

1. That the net gaming revenues allocated to investment pursuant to Section V of the Revenue Allocation Plan shall be weighted toward investments that provide for the long term security of the Oneida Nation and its members.

2. A description of the types of investments made;

3. A percentage allocation of equities and bonds;

4. Investment objectives to be reviewed on a quarterly basis by the Oneida Business Committee; and

5. A list of investments that shall be excluded due to their lack of safety and liquidity.

C. Investments of net gaming revenues allocated to its economic development shall be made with nationally recognized, reputable, and safe investment companies in accordance with the Nation's goal toward the long term economic security of itself and its members. The Oneida Business Committee, in its discretion, may allocate the interest earned on investments made pursuant to this Section in accordance with the provisions of the Nation's laws, IGRA or any other applicable federal law.

D. The Oneida Business Committee acting at the direction of the General Tribal Council shall have the authority to appropriate and expend net gaming revenues allocated to its economic development to fund proposed economic development projects. The Nation's economic development proposals shall be considered in accordance with existing procedures. The Oneida Business Committee acting at the direction of the General Tribal Council shall thereafter allocate those net gaming revenues designated for its economic development to the proposed economic development project as it deems necessary and feasible.

E. The Oneida Business Committee acting at the direction of the General Tribal Council shall have the authority to appropriate and expend net gaming revenues allocated to its economic development to supplement funding for ongoing economic development enterprises. Requests for supplemental funding for the Nation's ongoing businesses and enterprises shall be considered in accordance with existing procedures. The Oneida Business Committee acting at the direction of the General Tribal Council shall thereafter allocate those net gaming revenues designated for its economic development to the ongoing business or enterprise as it deems necessary and feasible.

Section VI. Use of Net Gaming Revenues; Donations to Charitable Organizations

A. The Nation hereby allocates **0%** of net gaming revenues to provide funding for donations to charitable organizations.

B. The Oneida Business Committee acting at the direction of the General Tribal Council shall consider requests for charitable donations under this Section. The Oneida Business Committee acting at the direction of the General Tribal Council may show a preference to such charitable donation requests that benefit the Nation's members or Indian people generally.

Section VII. Use of Net Gaming Revenues; Funding of Local Government Operations

A. The Nation hereby allocates **6.83%** of net gaming revenues to provide supplemental funding for local government operations.

B. The Oneida Business Committee acting at the direction of the General Tribal Council shall have the authority to utilize the net gaming revenues allocated to funding of local government operations to assist local city and county governments in projects and programs that affect the Nation. The Oneida Business Committee may show a preference for such local government projects or programs that benefit its members or Indian people generally. The Oneida Business Committee shall receive or initiate proposals for projects or programs with local city or county governments and negotiate the terms of such projects or programs in light of funds available under this Section. To the extent that the local government projects or programs contributed to under this section benefit non-Indians, the Oneida Business Committee may require the local government to provide matching funds.

Section VIII. Use of Net Gaming Revenues; APer Capita Payment@ and AElderly Per Capita Payment@

A. In order to advance the personal health, safety and welfare of qualified members, the Nation hereby allocates **20.03%** to be paid to qualified members. Pursuant to Oneida Business Committee Resolution #04-12-17-A, a per capita payment in the amount of $1,300.00 will be distributed to or contributed in trust (as applicable) on behalf of every enrolled member for fiscal years 2017 through 2021.

Pursuant to General Tribal Council Resolution #08-11-97A, a per capita payment in the amount of $2,000.00 will be distributed to every enrolled elder aged 62 and over to begin in Fiscal Year 1998. Pursuant to General Tribal Council Resolution #6-30-90-A, a per capita payment in the amount of $500.00 will also be distributed to every enrolled elder aged 65 and over. As authorized by Resolution #6-30-90-A, an additional 5% may be built into the $500 per capita payment made to qualifying elders, as was done in fiscal years 2003-2011. The Oneida Trust Committee took action pursuant to Trust Committee Resolution 6-25-13 to modify the 5% inflationary increase so that it will now be applied every three years beginning in 2014. The 5% inflationary increase will be applied every third year thereafter until such time as the Oneida Trust Committee designates a new schedule of payment. The aged 65 and over elderly per capita distribution for fiscal year 2017 is $703.54.

In accordance with the United States Department of Interior's Rules and Regulations, Part 290-Tribal Revenue Allocation Plan, Vol. 65, No. 53 Fed. Reg. 14467**,** (March 17, 2000), and for purposes of this Plan, "per capita payment" shall mean those payments made or distributed to all of the Nation’s members, or, to identified groups of members, which are paid directly from the net revenues of any gaming activity; no other commonly accepted or used definition of the term "per capita payment" affects the use of the term herein**.**

1. Per capita payments to the Nation's qualified members shall be made no later than September 30, 2017, for the FY 2017 payment, or as soon thereafter as is legally practicable based on the submission date to allow for the minimum time for regulatory review of the Revenue Allocation Plan.

2. The Elderly Per Capita Payment shall be made not later than September 30, 2017, for the FY 2017 payment, or as soon thereafter as is legally practicable based on the submission date to allow for the minimum time for regulatory review of the Revenue Allocation Plan.

3. Upon approval of this Plan, all net revenue designated for distribution as per capita payments shall be deposited into a low-risk interest bearing account with a federally insured financial institution prior to distribution. Interest earned prior to distribution on net gaming revenues deposited in this account shall be deposited into the Nation's General Fund for future use at the discretion of the Oneida Business Committee as delegated by the General Tribal Council.

B. The Nation's "qualified members" for purposes of the "Per Capita Payment" shall mean those individuals who are duly enrolled in the Oneida Nation f/k/a Oneida Tribe of Indians of Wisconsin pursuant to Article II of the Oneida Nation's Constitution and the Oneida Membership Ordinance established by General Tribal Council Resolution #7-2-84-A. Pursuant to the Nation's Per Capita law, an individual who is not a Tribal member shall file a new enrollment application with the Trust Enrollment Department no later than the close of business on January 31st in order to be considered eligible for the following per capita payment. An individual is considered enrolled for the purposes of a per capita payment if the individual has been approved for enrollment by a vote of the Oneida Business Committee by March 31st. The "Nation's qualified members" who have attained the age of 62 for the $2,000 payment or 65 for the additional $703.54 payment as of December 31 of the year in which the payment is made are eligible for the Elderly Per Capita Payment.

1. The Nation shall place into trust the per capita payments, or any portion or percentage thereof, of any individual who is declared incompetent by the Oneida Judiciary or another court of competent jurisdiction. The Oneida Trust Enrollment Committee shall invest said funds pursuant to an Investment Policy adopted by the Oneida Trust Enrollment Committee taking into account the goals and purpose of the trust, appropriate time horizons for investment, and liquidity needs of the trust.

2. The Oneida Trust Enrollment Committee or its appointed agent shall have the authority to order the disbursement of funds held in trust on behalf of any individual who has been declared legally incompetent upon the petition of the guardian of such individual. The Oneida Trust Enrollment Committee may

require the petitioning guardian to submit receipts of expenditures made from funds disbursed hereunder before any future disbursements are made. The establishment of a regular monthly allowance for any individual declared legally incompetent from the proceeds of any per capita payment placed into trust under this Section shall be at the discretion of the Oneida Trust Enrollment Committee or its appointed agent.

C. In order to provide for the future safety and well-being of the children of the Nation, the General Tribal Council authorized that per capita payments designated for minor beneficiaries shall be deposited into a "Minors Trust Fund" established and invested by the Oneida Trust Enrollment Committee pursuant to an Investment Policy adopted by the Oneida Trust Enrollment Committee taking into account the goals and purposes of the trust, appropriate time horizons for investment, and liquidity needs of the trust.

1. A "minor beneficiary" means an individual who is a qualified member of the Nation as defined in Section VIII.B., except that he or she has not reached the age of eighteen (18) as of September 1 of the year in which the per capita payment is made.

2. Payments into the "Minors Trust Fund" shall be deposited into the respective trust account of the minor beneficiaries. Account market value statements shall be available to the participant, parent, parents or legal guardian of the minor qualified member.

3. Except for those accounts subject to a deferred election as set forth in Section VIII.C.5., each beneficiary shall receive one trust account maturity payment of the monies accumulated in the "Minors Trust Fund," including interest, for that particular beneficiary on such dates declared by the Oneida Trust Enrollment Committee for the distribution of trust benefits, at least annually, when the beneficiary has reached eighteen (18) years of age as of September 1st of the year in which the per capita payment is made and is eligible to claim the trust account. In order for the request to be granted, the beneficiary must submit a Trust Payment/Deferral Form to the Trust Enrollment Department by July 1 requesting to receive all or a portion of the distribution and either (1) provide the Trust Enrollment Department with an original or notarized copy of his/her high school diploma, a high school equivalency diploma or a general equivalency diploma on or before September 1 or (2) request his/her school or academic institution provide proof of education directly to the Trust Enrollment Department. It is the beneficiary's responsibility to make all arrangements with his/her school or academic institution to ensure proof of education is received by the Trust Enrollment Department no later than September 1st. Individuals who have reached twenty-one (21) years of age as of September 1st of the year in which the per capita payment is made and beneficiaries who have documentation of learning or other disabilities from a

professional qualified to make such a diagnosis and who are able to present a certificate of attendance showing twelve (12) years of school attendance are exempt from the requirement to provide proof of the receipt of a high school diploma or its equivalent in order to be eligible for a Minors Trust Fund distribution. Additionally, funds for an adult declared legally incompetent shall be put into a trust account for a legally incompetent adult. If the foregoing requirements are not met within the prescribed time frames, the trust funds shall not be eligible for disbursement until the next annual Uniform Distribution Date the beneficiary qualifies for, unless the beneficiary meets the requirements for a health, education or welfare distribution due to an unforeseeable emergency in accordance with Section VIII.C.4. and the Per Capita Trust Agreement.

4. The Oneida Trust Enrollment Committee shall have the authority to order early distributions of any funds placed into the "Minors Trust Fund" on behalf of a minor beneficiary prior to the age of twenty-one (21) upon proper petition provided that the Oneida Trust Enrollment Committee determines that (1) the distributed funds will be used solely for the health, education or welfare of the beneficiary and (2) the distribution is a result of an unforeseeable emergency. Any petition for such emergency distribution shall include: a detailed budget of monies necessary for the beneficiary's health, education or welfare; a detailed justification for the need to expend trust funds to meet the beneficiary's health, education or welfare needs, including other possible sources of funds or the lack thereof; a showing that the request is for an unforeseeable emergency; and a showing that all other resources, including federal, state, local, and tribal assistance, have been exhausted. The Oneida Trust Enrollment Committee may also require that petitioners submit receipts of expenditures made from funds disbursed hereunder before any future disbursements are made. Request for a distribution under this section for a beneficiary under the age of age eighteen (18) must be signed by the beneficiary's parent or legal guardian. Requests upon reaching age eighteen (18) may be signed solely by the majority age beneficiary.

5. Notwithstanding the regular maturity payments rules set forth above, the Oneida Trust Enrollment Committee may, at its option, implement optional deferral elections whereby trust beneficiaries (joined by a parent or guardian as appropriate) may defer payment to a later date or dates; provided that the Oneida Trust Committee may implement procedures and restrictions designed to comply with IRS deferral requirements including, without limitation, constructive receipt and economic benefit.

D. A newly enrolled Tribal member is eligible only for per capita payments authorized to be distributed following the effective date of his or her enrollment; he or she is not eligible to receive any per capita payments that were distributed prior to the effective date of his or her enrollment.

E. A Tribal member who is dually enrolled with another Indian tribe is not eligible for a per capita payment unless his or her relinquishment from the other tribe has been processed and written verification that the member is no longer enrolled with that tribe has been received by the Trust Enrollment Department by September 1st.

F. The Oneida Business Committee or its appointed agent shall insure that notification of the application of federal and/or applicable state tax laws to per capita payments be made when such payments are made. The Oneida Business Committee or its appointed agent shall also implement a procedure by which qualified members who receive per capita payments can have applicable taxes automatically deducted from per capita payments. The Oneida Business Committee or its appointed agent shall include in the notice of the application of federal tax laws, a notice of the existence of the withholding procedure.

G. If any dispute arises out of the distribution of this per capita payment, all such matters shall be resolved according to the procedures set forth in the Judiciary Law adopted pursuant to General Tribal Council Resolution # 01-07-13-B.

Section IX. Revision of Allocated Percentages

Any revision of the allocated percentages as set forth in Sections III through VIII shall be documented by an Oneida General Tribal Council or Oneida Business Committee resolution, a copy of which shall be provided to the Secretary of the Interior. Any revision under this section is subject to Secretarial approval as required by the Indian Gaming Regulatory Act (IGRA).

Section X. Severability

If any section, or any part thereof, of this Plan or the application thereof to any party, person, or entity or, in any circumstances, shall be held invalid for any reason whatsoever by a court of competent jurisdiction, or by the Department of the Interior, the remainder of the section, part or Plan shall not be affected thereby and shall remain in full force and effect as though no section, or part thereof, has been declared to be invalid.

Section XI. No Waiver of Sovereign Immunity.

Nothing in this Plan shall provide or be interpreted to provide a waiver of the Nation's or any of its governmental officers' and/or agents' sovereign immunity from suit.

Section XII. Amendment or Repeal of Plan

This Plan, and any section, part, and word thereof, may be amended or repealed only by an Oneida Business Committee or Oneida General Tribal Council Resolution which requires a two-thirds vote of the Oneida Business Committee or the Oneida General Tribal Council

respectively. Any resolution adopted by the Oneida General Tribal Council or Oneida Business Committee repealing the Plan will be forwarded to the Department of Interior. Any resolution adopted by the Oneida General Tribal Council or Oneida Business Committee which approves of amendments to the Plan will be forwarded to the Department of Interior along with the subject amendments. Any repeal or amendment of the Plan under this section is subject to Secretarial approval as required by the Indian Gaming Regulatory Act (IGRA).

Section XIII. Readoption is not Automatic if no Plan for Subsequent Fiscal Year.

If no Revenue Allocation Plan is prepared for the subsequent fiscal year, the terms of this Plan shall not be automatically adopted, without any further General Tribal Council or Oneida Business Committee action, to govern the allocation of net gaming revenues for the subsequent fiscal year.

Section XIV. Effective Date

This Plan governs the distribution of any and all net gaming revenues occurring in fiscal year 2017 which began on October 1, 2016, and will end on September 30, 2017. This Plan becomes effective upon adoption by the Oneida Business Committee of Resolution 04-26-17-A and approval by the Area Director of the Bureau of Indian Affairs in accordance with the United States Department of Interior's Rules and Regulations, Part 290-Tribal Revenue Allocation Plan, Vol. 65, No. 53 Fed. Reg. 14467, (March 17, 2000), IGRA, and all other applicable federal law. Accordingly, this Plan is effective on the 26th day of April, 2017.

The following items were deleted at the adoption of the agenda and/or during the course of the meeting:

VI. RESOLUTIONS

C. Adopt resolution entitled Emergency Amendments Reflecting Voting Age Change in Election Law for 2017 General Election
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

XIII. EXECUTIVE SESSION

D. <u>UNFINISHED BUSINESS</u>

4. Accept verbal update regarding Culture & Language reorganization; and request update be brought back in ninety (90) days
Sponsors: Tehassi Hill, Councilman; Brandon Stevens, Councilman; Jennifer Webster, Councilwoman

E. <u>NEW BUSINESS</u>

2. Discuss request to reconsider appointment to Oneida Child Protective Board
Chair: Dale Powless
Liaison: Lisa Summers, Tribal Secretary

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

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:

Approve the April 5, 2017 LOC Meeting Minutes

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. April 5, 2017 LOC Meeting 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, LOC Chair

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 Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54155-0365
Oneida-nsn.gov

LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES

Business Committee Conference Room-2nd Floor Norbert Hill Center
April 5, 2017 9:00 a.m.

Present: Brandon Stevens, David P. Jordan, Jennifer Webster
Excused: Fawn Billie, Tehassi Hill
Others Present: Tani Thurner, Jennifer Falck, Candice Skenandore, Clorissa Santiago, Maureen Perkins, Rae Skenandore, Krystal John, Robert Collins, Brad Graham, Norbert Hill Jr., Nancy Barton, Bonnie Pigman, Gina Buenrostro, Ed Delgado, Danelle Wilson, Jeanette Ninham, Dale Powless, Cathy Bachhuber, Jessica Wallenfang, Trish King

I. Call to Order and Approval of the Agenda

Brandon Stevens called the April 5, 2017 Legislative Operating Committee meeting to order at 9:02 a.m.

Motion by David P. Jordan to approve the agenda, removing the Business Committee Meetings law and forwarding it to a work meeting, and moving Children's Code to the end of the agenda; seconded by Jennifer Webster. Motion carried unanimously.

II. Minutes to be approved

1. **March 15, 2017 LOC Meeting Minutes**
   Motion by David P. Jordan to approve the March 15, 2017 LOC meeting minutes; seconded by Jennifer Webster. Motion carried unanimously.

III. Current Business

1. **Endowment Fund Amendments** *(01:23-12:36)*
   Motion by Jennifer Webster to approve the adoption packet and forward the Endowment Fund Amendments to the Oneida Business Committee for consideration; seconded by David P. Jordan. Motion carried unanimously.

2. **Children's Code** *(01:01:15-02:07:47)*
   Motion by David P. Jordan to approve the public meeting packet with the noted change and forward the Child Welfare law to a public meeting to be held on May 4, 2017; seconded by Jennifer Webster. Motion carried unanimously.

Noted Change:
708.5-3. *Jurisdiction over other Matters Relating to Children*. If ~~personal~~ jurisdiction ~~over the child~~ has been established under section 708.5-1 and section 708.5-2 the Court may:

(a) terminate parental rights to a child;
(b) appoint, revise, and/or remove a guardian; and
(c) hold adoption proceedings.

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

3. ~~**Business Committee Meetings Law**~~
   Item deleted at adoption of the agenda and deferred to a work meeting.

4. **Drug and Alcohol Free Workplace Amendments** *(12:50-15:03)*
   Motion by Jennifer Webster to accept the Drug and Alcohol Free Workplace Amendments public meeting comments; seconded by David P. Jordan. Motion carried unanimously.

   Motion by David P. Jordan to approve the adoption packet and forward the Drug and Alcohol Free Workplace Amendments to the Oneida Business Committee for consideration; seconded by Jennifer Webster. Motion carried unanimously.

5. **Employment Law** *(15:15-21:42)*
   Motion by Jennifer Webster to approve the memorandum requesting the Oneida Business Committee to direct the Oneida Personnel Commission to submit input regarding the Employment Law by May 17, 2017 and forward this memorandum to the Oneida Business Committee for consideration; seconded by David P. Jordan. Motion carried unanimously.

6. **Higher Education Scholarship** *(21:43-22:29)*
   Motion by Jennifer Webster to move the Higher Education Scholarship from high priority to medium priority; seconded by David P. Jordan. Motion carried unanimously.

7. **Community Support Fund Amendments** *(22:43-24:06)*
   Motion by Jennifer Webster to approve the BC resolution extending the effective date of the Community Support Fund Amendments and forward to the Oneida Business Committee for consideration; seconded by David P. Jordan. Motion carried unanimously.

   Please note the extension is for a 120 days or September 8, 2017

8. **Conflict of Interest Emergency Amendments** *(24:07-28:26)*
   Motion by Jennifer Webster to accept the Conflict of Interest Emergency Amendments draft and analysis and direct the Legislative Reference Office to prepare an adoption packet for an e-poll if HUD responds approving the draft prior to the April 12, 2017 Oneida Business Committee meeting; seconded by David P. Jordan. Motion carried unanimously.

IV. New Submissions

1. **Landlord-Tenant Rule No. 2 Certification – Income Based Rental Program** *(28:33-42:12)*
   Motion by Jennifer Webster to certify Landlord-Tenant Rule No. 2 Certification – Income Based Rental Program; seconded by David P. Jordan. Motion carried unanimously.

2. **Landlord-Tenant Rule No. 3 Certification – Elder Rental Program** *(42:13-42:49)*
   Motion by Jennifer Webster to certify Landlord-Tenant Rule No. 3 Certification – Elder Rental Program; seconded by David P. Jordan. Motion carried unanimously.

3. **Eviction and Termination Rule No. 1 Certification – Disposal of Abandoned Personal Property** *(42:51-48:15)*
   Motion by David P. Jordan to certify Eviction and Termination Rule No. 1 Certification – Disposal of Abandoned Personal Property; seconded by Jennifer Webster. Motion carried unanimously.

4. **Professional Conduct for Attorneys and Advocates** *(48:18-53:32)*
   Motion by David P. Jordan to add the Professional Conduct for Attorneys and Advocates to the active files list as a high priority, with David P. Jordan as the sponsor; seconded by Jennifer Webster. Motion carried unanimously.

5. **Legal Resource Center (Emergency)** *(53:34-57:56)*
   Motion by Jennifer Webster to add the Legal Resource Center Emergency law to the active files list as a high priority with Brandon Stevens as the sponsor; seconded by David P. Jordan. Motion carried unanimously.

   Motion by Jennifer Webster to remove the GTC Legal Resource Center Governing Documents item from the active files list; seconded by David P. Jordan. Motion carried unanimously.

V. Additions

VI. Administrative Updates

1. **LOC Meeting SOP** *(58:04-59:38)*
   Motion by Jennifer Webster to accept the LOC Meetings SOP as information; seconded by David P. Jordan. Motion carried unanimously.

2. **FY17 Second Quarter Report** *(59:43-01:01:10)*
   Motion by David P. Jordan to approve the FY17 Second Quarter report and forward to the Oneida Business Committee; seconded by Jennifer Webster. Motion carried unanimously.

VII. Executive Session

VIII. Adjourn

Motion by David P. Jordan to adjourn the April 5, 2017 Legislative Operating Committee meeting at 11:18 a.m.; seconded by Jennifer Webster. Motion carried unanimously.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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 April 17, 2017

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. FC E-Poll approving 4/17/17 Minutes
2. FC Mtg Minutes of 4/17/17
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 NATION

P.O. Box 365 Oneida, WI 54115

MEMORANDUM

TO: Finance Committee
CC: Business Committee
FR: Denise Vigue, Executive Assistant
DT: April 18, 2017
RE: **E-Poll Results of: FC Meeting Minutes of April 17, 2017**

An E-Poll vote of the Finance Committee was conducted to approve the April 17, 2017 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 Wesley Martin, Jr., Jennifer Webster, Patrick Stensloff, Larry Barton, David Jordan and Chad Fuss to approve the April 17, 2017 Finance Committee Meeting Minutes.

The minutes will be placed on the next BC agenda of April 26, 2017 for approval and the next Finance Committee agenda of May 1, 2017 to ratify this E-Poll action.

Yaw^ko

---

* 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

ONEIDA FINANCE COMMITTEE

FC WORK MEETING
Apr. 17, 2017 – 9:00 A.M.
BC Conference Room

REGULAR MEETING
Apr. 17, 2017 – 10:00 A.M.
BC Executive Conference Room

REGULAR MEETING MINUTES

FC Work Meeting:
Patricia King, Treasurer/FC Chair
Patrick Stensloff, Purchasing Director
Larry Barton, CFO/FC Vice-Chair
Wesley Martin, Jr., Community Elder Member

Excused: David Jordan, BC Council Member, Jennifer Webster, BC Council Member and Chad Fuss, Gaming AGM/FC Alternate

Others Present: and Denise Vigue, taking notes

FC Regular Meeting:
Patricia King, Treasurer/FC Chair
Jennifer 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: Tim Skenandore, Nate Villarreal, Tamara Van Schyndal, Joanie Buckley, James Sommerfeldt, Louise Cornelius, David Cluckey and Denise Vigue, taking minutes

I. Call to Order: The FC regular meeting was called to order by the FC Chair at 10:04 A.M.

II. Approval of Agenda: APRIL 17, 2017:

Motion by Wesley Martin, Jr. to approve the Finance Committee agenda for Apr. 17, 2017 with one ADD On under Follow Up #3. Seconded by Jennifer Webster. Motion carried unanimously.

III. Approval of Minutes: APRIL 3, 2017 (approved via FC E-Poll on 4/4/17):

Motion by Patrick Stensloff to ratify the FC E-Poll action of Apr. 4, 2017 approving the Finance Committee meeting minutes of Apr. 3, 2017. Seconded by David Jordan. Motion carried unanimously.

IV. Tabled Business: None

V. Capital Expenditures: No requests

VI. New Business:

1. Filtration Concepts Inc.
   Tim Skenandore, Gaming Facilities

Tim Skenandore was present to explain this request to increase the current Purchase Order in order to install a more efficient system for cleaner air at the Casinos; he discussed the ROI as well as specific use of cottonwood screens to cut down on area plant spores that cause allergies.

Motion by Larry Barton to approve the Filtration Concepts, Inc. Purchase Order increase to bring the total of PO to $150,000.00. Seconded by David Jordan. Motion carried unanimously.

2. Faith Technologies (non-budgeted)
   Nathanial Villarreal, Gaming MIS

A handout was provided and there was extensive discussion between the Finance Committee, MIS, OGC, and Gaming Management over the cost over the surveillance project including: the current OGC technical set aside already approved; issue of current cabling not up to building code

as well as possible remedies for location of funds in current FY17 budget, putting costs for cabling in future budget plans, or purchasing and utilizing analog encoders for a short term fix. This is a non-budgeted cost for cabling for $646,155.00. It was noted that the Gaming Expansion CIP was now complete and under budget and could partially fund this request as project is not closed out, but would possibly need to go to GTC to approve; another suggestion was to utilize the Bally Upgrade fund and current Surveillance budget set aside for the cabling; or budget in future budget of these expenses; if funds come from FY17 it will be noted that a procedural exception has to be made for use from other budget lines.

Motion by Larry Barton to utilize the Bally Upgrade Capital Expenditure line to fund $338,280 for this request and utilize the FY17 Surveillance Set Aside to fund $307,875 for this request; that Gaming close out the CIP Renovation Project; and priority is place on the technology set aside in FY18 for the unfunded balance for the Surveillance Project. Seconded by Chad Fuss. Motion carried unanimously.

VII. Executive Session: No requests

VIII. Donation Request:

1. Woodland Indian Art, Inc.- Art Show & Market
   Melissa Nuthals, WIA Board Treasurer

Loretta Webster was present to explain funds to be used to underwrite $5,000 of radio spots which has in the past been very successful; each year more and more people are participating and attending; show coincides with the Annual Oneida Powwow and this year the LPGA.

Motion by David Jordan to approve from the Finance Committee Donation Line $2,500 for use by the Woodland Indian Art, Inc. to benefit their June/July Show & Market. Seconded by Wesley Martin, Jr. Motion carried unanimously.

IX. Follow Up:

1. Global Market Advisors LLC
   Engineering Dept. & Gaming Administration

The 3 bid process was completed with six firms included, the top three and all the backup are in the FC packets.

Motion by David Jordan to approve this request for services from Global Market Advisors LLC in the amount of $85,000.00. Seconded by Jennifer Webster. Motion carried unanimously.

2. Cash Supply Advance-Powwow Judging
   Tonya Webster, PWC

Motion by David Jordan to accept the follow up memo from the Powwow Committee as FYI. Seconded by Wesley Martin, Jr. Motion carried unanimously.

3. ADD ON: Resolution-Creation of the Education Endowment in Accordance with the Endowment Law
   Patricia King, Treasurer

The Finance Committee has in their work meetings been reviewing various Endowments for activities related to Education and Language including this resolution; the next step in the process would be to move this along for further dialog with affected entities/areas including the Trust Committee, OBC, School Board and Governmental Services (Cultural Heritage).

Motion by Wesley Martin, Jr. to request the Treasurer move forward this resolution regarding the Creation of the Education Endowment in Accordance with the Endowment Law on to the respective areas affected to begin the discussion for agreement and or changes so it can move forward in the process for public input, notice and approval. Seconded by David Jordan. Motion carried unanimously.

X. Other:

1. Finance Committee's Second Quarter Report to the BC
   Larry Barton, CFO

Motion by Jennifer Webster to accept the Second Quarter Report of the Finance Committee. Seconded by David Jordan. Motion carried unanimously.

Motion by David Jordan to change the format of report summary list of the Community Fund in the Quarterly Reporting to remove the names of the children and having only the requestor (parent) name included. Seconded by Wesley Martin, Jr. Motion carried unanimously.

XI. FYI and /or Thank You: No items

XII. Adjourn: Motion by David Jordan to adjourn. Seconded by Wesley Martin, Jr. Motion carried unanimously. The regular Finance Committee meeting ended at 11:09 A.M.

Minutes taken & transcribed by:
Denise Vigue, Executive Assistant to the CFO
& Finance Committee Contact/Recording Secretary

Finance Committee- E-Poll Minutes Approval Date: April 18, 2017

Oneida Business Committee's FC Minutes Approval Date: _____

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Appointments

☐ Accept as Information only

☒ Action - please describe:

Accept the Oneida Election Board recommendation and appoint five (5) Oneida Election Board Alternates for the 2017 Elections:
Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☐ Other:

1. Memo dated 4/18/2017 from OEB Chair
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

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

Additional Requestor: Racquel Hill, Election Board Chairperson
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
At a regular meeting of the Oneida Election Board (OEB) on April 11, 2017, action was taken for the OEB Chair to contact the OBC Secretary to secure the necessary amount of alternates needed for the 2017 Elections.

For the 2017 Elections, one OEB member recused themselves, leaving eight (8) regular OEB members. The Election Law requires six (6) OEB members at each polling site.

POSTING AND APPLICANT INFORMATION
The OEB posted for eight (8) Election Board Alternates for the 2017 Elections. The OEB needed one (1) alternate to serve on the OEB due the recusal, four (4) alternates to assist with polling sites in Milwaukee and Oneida, and three (3) alternates to be on standby for emergency purposes only.

The posting closed at 4:30 p.m. on Wednesday, April 19, 2017. Five (5) applications were received. The applicants were: Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore.

The applications have been reviewed and all applicants are qualified. The OEB recommends the following applicants for the appointment: Melinda K. Danforth, Peril Huff, Shannon King, Rosa Laster, and Patricia Moore.

REQUESTED ACTION
Accept the Oneida Election Board recommendation and appoint five (5) Election Board Alternates for the 2017 Elections.

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 Election Board

MEMORANDUM

To: Business Committee

From: Racquel Hill, Election Board Chairperson RH

Date: April 18, 2017

Subject: Request for Alternates

At a regular meeting of the Election Board of April 11, 2017, formal action was taken for me as Chair to contact the BC Secretary's Office to secure the necessary amount of alternates needed for the 2017 primary and general election.

There was one Board member recusal due to a direct conflict of interest with an applicant. The Election Board has requested to have a total of eight (8) alternates available as five (5) are needed to assist with elections in Milwaukee and Oneida and three (3) will be utilized to have on standby for emergency purposes.

The Board has worked with the Secretary's Office and had a posting for a week so that the alternates will be able to be sworn in by the April 26th BC meeting as the primary is set to take place on May 6th.

Thank you for your time and consideration in regards to this matter.

PO Box 365 • Oneida, WI 54155-0365
oneida-nsn.gov

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Appointments

☐ Accept as Information only

☒ Action - please describe:

BC approval to appoint Isaiah Skenandore and Albert Manders to the Environmental Resource Board.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Memo
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

Primary Requestor/Submitter: Tammy M. Skenandore, Senior Policy Advisor
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:

See memo with all the information required.

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
PO Box 365 • Oneida, WI 54155-0365
oneida-nsn.gov

ONEIDA

TO: ONEIDA BUSINESS COMMITTEE

FROM: CHAIRWOMAN CRISTINA DANFORTH CSD

DATE: APRIL 18, 2017

RE: ONEIDA ENVIRONMENTAL RESOURCE BOARD

There are 3 applicants for 2 vacancies on the Oneida Environmental Resource Board. The applicants are:

Megan White
Isaiah Skenandore
Albert Manders

The candidates are qualified to serve. In accordance with the Article VI., Section 6-2 © of the Comprehensive Policy Governing Boards, Committees and Commissions, I recommend Isaiah Skenandore and Albert Manders to be appointed to serve on the Oneida Environmental Resource Board.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Appointments

☐ Accept as Information only

☒ Action - please describe:

BC approval to appoint Carol Silva and Benjamin Skenandore to the Oneida Nation Veterans Affairs Committee.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Memo
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

Primary Requestor/Submitter: Tammy M. Skenandore, Senior Policy Advisor
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:

See memo with all the information required.

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
PO Box 365 • Oneida, WI 54155-0365
oneida-nsn.gov

TO: ONEIDA BUSINESS COMMITTEE

FROM: CHAIRWOMAN CRISTINA DANFORTH

DATE: APRIL 18, 2017

RE: ONEIDA NATION VETERANS AFFAIRS COMMITTEE

There are 6 applicants for 2 vacancies on the Oneida Nation Veterans Affairs Committee. The applicants are:

Loretta Metoxen
Michael Hill
Carol Silva
Dale Webster
Robert Klitzka
Benjamin Skenandore

The candidates are qualified to serve. In accordance with the Article VI., Section 6-2 © of the Comprehensive Policy Governing Boards, Committees and Commissions, I recommend Carol Silva and Benjamin Skenandore to be appointed to serve on the Oneida Nation Veterans Affairs Committee.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

2. General Information:

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

Agenda Header: Oaths of Office

☐ Accept as Information only

☒ Action - please describe:

Reconsideration

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. OCPB By-Laws
2. Reconsideration Letter
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: Dale Powless, Chair Child Protective Board
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:

Requesting reconsideration for Lois Strong as an Oneida Child Protective Board Member, due to education, experience, and years of service.

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

Memo To: Oneida Business Committee

From: Dale Powless, Chair Oneida Child Protective Board

Date: 17 April 2017

Subj: Reconsideration of Selection

We request that you reconsider Lois Strong for an OCPB position. According to the OCPB Bylaws, the Board reviews each candidate and makes a selection based on a point system. The candidates selected are then sent to the OBC Chairperson for review. Attached is information from bylaws & process for scoring packet

Reasons for Reconsideration:

- We are aware previous selections by Chairperson have been changed before a person was sworn in.
- Served on the OCPB team with Tribal attorneys who developed the Oneida Children's Code which is being considered with the LOC
- Is a valuable tribal member to serve on committee to provide analysis on pending review of Oneida Children's Code.
- Is a tribal elder very familiar with family structures in Oneida and the role of the Elders.
- Knowledge of Oneida community since grass roots growth of Oneida to current years with influx of social and health services to community members and economic growth on the reservation.
- Has served on OCPB starting in 1984 for 10 years and more recently for past10 years
- Has demonstrated that she considers what is in the best interest of the child when making decisions
- Licensed Social Worker
- Complexity of the new laws are complex and Ms. Strong knowledgeable in this area
- Has a Bachelors and Master's degree in psychology, social work, social welfare community development.
- Has completed years of service in social work, social welfare community development field
- Is eligible to serve as a Qualified Expert Witness (QAW) in state court systems regarding children placed outside of the home.
- Valuable member of the Oneida community and is knowledgeable of tribal organizational structure
- Knowledgeable of resources available to meet the needs of children and families.

Please contact me as soon as possible at 920-445-1154 or 869-1059. Thank you for your consideration in this request.

ONEIDA CHILD PROTECTIVE BOARD
BYLAWS

Article I. Authority

Sec. 1-1. Name. The name of this board shall be the Oneida Child Protective Board, hereinafter referred to as the "Board".

Sec. 1-2. Authority.

A. Indian Child Welfare Act. By the authority of the Oneida Business Committee, the Board was established by the Oneida Child Protective Board Ordinance on September 25, 1981. This ordinance vests the Board with the authority over child custody and placement proceedings. All authorities and responsibilities subject to delegation conferred upon the Oneida Tribe of Indians of Wisconsin, hereinafter referred to as the "Tribe", by the Congress of the United States under the Indian Child Welfare Act are hereby delegated to the Board to be administered pursuant to the Indian Child Welfare Act and the rules and regulations promulgated thereunder. The Board stands in place of a tribal court and is a decision making body.

B. Child Care Providers. By the authority of the Oneida Business Committee, the Board shall also be the original hearing body for all challenges to certification decisions for child care providers made by the Oneida Child Care Department. The Board shall implement Tribal policies, resolutions, codes and ordinances regarding child welfare.

Section 1-3. Offices. The office of the Board shall be located within the exterior boundaries of the Oneida Reservation and its mailing address shall be Post Office Box 365, Oneida, WI 54155.

Section 1-4. Membership. The Board shall be composed of seven (7) members appointed by the Oneida Business Committee by resolution. Each member shall have one vote. The Chair shall vote when there is a tie. The Board shall act by a majority vote of the quorum present at any meeting.

A. Selection of Board Members.

1. Any Tribal member who is enrolled with the Tribe and is eligible to vote in the elections of the Tribe may apply to be on the Board.
2. Members must reside in Brown or Outagamie County.
3. Relevant experience or education considered for membership is listed in alphabetical order:
    a. Employment related to child protection matters.
    b. Foster parenting experiences.
    c. Guardian Ad Litem experiences.
    d. High School Diploma/ GED.
    e. Kinship/ family, care experiences i.e., grandchildren, nieces, nephews, and elders.
    f. Previous Oneida Child Protective Board experience.
    g. Post Secondary Training preferred.
4. An individual must obtain and file a complete application with the Tribal

Secretary's office. The Tribal Secretary's office shall forward copies of all applications under consideration to the Board. Within fifteen days, the Board shall return all applications and submit the name of a candidate whom they recommend. The candidate's name will be submitted, along with all other names of qualified applicants, to the Oneida Business Committee for final selection and approval in accordance with the Comprehensive Policy Governing Boards, Committees and Commissions.

5. Board terms shall be for four years.

B. Restrictions on Membership:

1. A member shall not have a previous record of child abuse, neglect, or abandonment for the past ten (10) years.

2. Employees of the Indian Child Welfare Department shall not serve as Board members.

3. Any member desiring to resign from the Board must submit their resignation in writing with a thirty (30) days notice, to the Board. The Board will send this resignation to the Oneida Business Committee.

4. Any member causing discredit to the Board, or violating the provisions of these By-Laws, will be required to resign by action of the Board. The Board will send this resignation to the Oneida Business Committee.

5. If a member fails to attend three (3) consecutive meetings without notification or justification, he/she shall be required to resign. The Board will send this resignation to the Oneida Business Committee.

6. In the event an Board member refuses to resign, the Board will refer to the Comprehensive Policy Governing Boards, Committees and Committees section 6-5.

7. When a resignation occurs, the procedures set forth in the selection of new members will be adhered to.

Sec. 1-5. Purpose. In accordance with the Indian Child Welfare Act, 25 U.S.C. 1901, et seq., the purpose of the Board is to protect the best interests of Oneida children and to promote the stability and security of Oneida families by the establishment of minimum standards for the removal of Oneida children from their families. When placements of such children in foster or adoptive homes or facilities are necessary, these homes must reflect the unique values of Indian culture. For this purpose, the Board may intervene in federal, state, and county courts concerning the following proceedings: foster care placement, termination of parental rights, pre-adoptive placement, adoption and out of home placement.

Sec.1-6. Duties. The functions of the Board include, but are not limited to, the following:

A. The Board is a decision making body which protects the best interests of Oneida children.

B. The exercise of the delegated authorities and responsibilities shall be under the jurisdiction of the Board, provided that the provisions of the Indian Child Welfare Act and the rules and regulations promulgated thereunder shall guide Board actions.

C. Individual Board members must adhere to all policies and procedures of the Board, must attend all meetings unless excused, must take part in discussion of all matters coming before the Board and are responsible for keeping informed on cases discussed.

D. All inquiries to the Board shall be submitted in writing to the Chair. No one individual Board member will respond on behalf of the Board unless directed to do so by the Board.
E. The Board shall serve as the original hearing body in matters concerning decisions by the Oneida Child Care Department regarding the issuance of child care provider certification. All hearings before the Board shall be conducted pursuant to the procedures contained in section 1.10-1. of the Oneida Administrative Procedures Act.
F. As stated in the Oneida Child Protective Board Ordinance enacted on September 25, 1981, the Oneida Business Committee is ready at all times to assist the Board in their relationships with state and tribal governments, agencies, and organizations, when called upon by the Board.

Article II. Officers

Sec. 2-1. The officer positions of the Board are Chair, Vice- Chair, and Secretary.

Sec. 2-2. Officers shall be elected by Board members at the end of each fiscal year.

Sec. 2-3. Officers shall have sign-off authority for Board approved expenditures up to $10,000.00 for budgeted items and up to $5,000.00 for unbudgeted or budgeted but sole source items.

Sec. 2-4. Chair Duties.
A. The Chair shall preside at meetings and oversee all activities.
B. The Chair shall be responsible for any issues requiring further discussion or planning.
C. The Chair shall oversee all duties and responsibilities of the Board.
D. The Chair shall serve as the official spokesperson for the Board.
E. All information and/or questions relating to the Board shall be referred to the Chair in written form.
F. The Chair shall schedule all Board meetings.

Sec. 2-5. Vice-Chair Duties.
A. The Vice-Chair shall preside over the Board in the absence of the Chair.
B. The Vice-Chair shall assist the Chair when called upon to do so.

Sec. 2-6. Secretary Duties.
A. The Secretary shall be responsible for all correspondence and shall keep accurate records of all formal actions taken at all Board meetings.
B. The Secretary shall maintain a confidential file system.
C. The Secretary shall properly and promptly record, complete, file and submit minutes for approval for all Board meetings.
D. The Secretary shall be responsible for follow-up cases with the Indian Child Welfare Department and the Oneida Law Office. All follow-up correspondence shall be submitted, in written form, at the next scheduled Board meeting.

Sec. 2-7. Personnel. If it is determined by a majority of the Board that support staff is needed to

help the Board carry out essential functions, then the Board may hire such support staff. All personnel shall be hired in accordance with the procedures of the Oneida Human Resources Department and shall be contingent upon funding allocations.

Article III. Meetings

Sec. 3-1. The Board shall hold weekly meetings. Dates and times shall be determined by the Board members.

Sec. 3-2. The Chair may call a Special meeting at any time.

Sec. 3-3. Four of the seven Board shall constitute a quorum.

Sec. 3-4. If a quorum is not present within fifteen (15) minutes of the scheduled meeting time, the meeting will be canceled.

Sec. 3-5. If a member cannot attend any meeting, an Board officer must be informed before the scheduled meeting. If there is no contact by the Board member before the scheduled meeting, the Board member will be recorded as unexcused for that meeting.

Sec. 3-6. All meetings shall be closed when a case is being deliberated or where the Board is acting in an administrative capacity which is directly related to a child custody and placement proceeding.

Sec. 3-7. Board motions/recommendations shall be signed by the designated Board officer at the Board meeting.

Article IV. Reporting

Sec. 4-1. Agenda. The items on the agenda at all regularly scheduled meetings shall be as follows:

A. Call to order.
B. Secretary shall be responsible for sign-in sheet.
C. Status Reports/Update.
D. Attorney Business.
E. Board Business.
F. Approval of minutes.
G. Adjournment.

Sec. 4-2. Minutes. The Secretary shall maintain the minutes of each Board meeting in chronological order.

Sec. 4-3. Other Materials. Handouts, reports, memoranda, and the like may be attached to the minutes and agenda, or may be kept separately, provided that all materials can be identified to the meeting in which they are presented. The Secretary shall provide a copy of these materials if such materials are not confidential in nature.

Sec. 4-4. Hearings. The Recording Clerk of the Board shall maintain and make available to the Appeals Commission when necessary all written opinions that the Board generates in resolving Child Care Providers disputes that come before the Board.

Sec. 4-5. Report to the Oneida Business Committee and the Oneida General Tribal Council. The Chair and his or her designee shall report directly to the Oneida Business Committee, and the General Tribal Council on behalf of the Board. The reports to General Tribal Council shall be made regularly, at times to be determined by the Oneida Business Committee.

Article V. Responsibilities

Sec. 5-1. Confidentiality. Confidentiality is of utmost importance to the Board and will be strictly adhered to, in accordance with the Privacy Act of 1974. All Board members and any person involved in a case will respect the confidentiality of all case material.

Sec. 5-2. Professionalism. All members of the Board will conduct themselves in a professional manner. Any person involved in a hearing/meeting will respect the opinions and views of others. No person under the influence of drugs or alcohol will be permitted to attend any Board meetings or hearings. No Board member under the influence of drugs or alcohol will be allowed to attend any Board meetings, hearings, or any other function when acting as a representative of the Board.

Sec. 5-3. Conflict of Interest. If the Board, by the majority vote, determines that a conflict of interest exists, the affected member shall be excluded from the Board discussion and decision on any related case.

Sec. 5-4. Review. It is the responsibility of each Board member to carefully and objectively review all information for each case presented to the Board, prior to the meeting.

Sec. 5-5. Training. Members of the Board shall be required to participate in continuing training including orientation, Board training, conferences and workshops pertinent to the Indian Child Welfare Act. Members of the Board will also receive and be familiar with the laws and regulations pertaining to child care providers and hearing procedures as set forth in section 1.10-1. of the Oneida Administrative Procedures Act. Each Board member will receive the By-Laws, Policies and Procedures, the Indian Child Welfare Act and other pertinent material.

Sec.5-6. Budget. It is the responsibility of the Board to develop and submit a fiscal year budget to the Oneida Business Committee within the time frame of the Tribe budgeting process.

Article VI. Challenges to Oneida Child Protective Board Actions Re: Indian Child Welfare

Sec. 6-1. The Board may conduct an Executive meeting to determine or modify any issue or recommendation affecting the welfare of a child determined to be eligible for services.

Sec. 6-2. The Board action may be taken at Regular or Special meeting if no testimony or dispute

is apparent concerning any matter of child welfare. However, any aggrieved person having a protected interest in the child may request an Executive meeting with the Board.

Sec. 6-3. Testimony and deliberations of the Board shall not be part of any public record, except that a synopsis of any contested matter shall be part of the case file.

Sec. 6-4. All grievances must be presented to the Chair in writing. The Board will review the grievance and respond in writing within thirty (30) days.

Sec. 6-5. Upon request of an Executive meeting by the complainant, the Board Chair shall notify the complainant of the Executive meeting date at least five (5) days in advance of the meeting date.

Sec. 6-6. Any parent or representative of a client has the right to appeal an action of the Board regarding an Indian Child Welfare matter to the Oneida Appeals Commission.

Article VII. Child Care Provider Certification Hearings

Sec. 7-1. All child care provider certification hearings before the Board shall be conducted pursuant to the procedures contained in section 1.10-1. of the Oneida Administrative Procedures Act.

Sec. 7-2. The Recording Clerk, who is a Board member and is designated by the Board for each hearing, shall notify all members of the Board and the petitioner and respondent of the time and place of all hearings that come before the Board no less than ten (10) business days in advance of the hearing date.

Sec. 7-3. All documents filed in connection with any matter set for hearing before the Board shall be filed with the Recording Clerk of the Board at least five (5) business days in advance of the hearing date. The Recording Clerk of the Board must submit all documents relevant to a hearing to every Board member who will be at the hearing no less than two (2) business days in advance of the hearing.

Sec.7-4. Each matter that receives a hearing before the Board shall be adjudicated in favor of the side that receives a majority vote of the Board members at the hearing. The Recording Clerk of the Board shall maintain records of all decisions of the Board.

Sec. 7-5. Three (3) members of the Board must be present at any Board hearing in order to constitute a quorum. If fewer than three (3) members attend, no official business may be undertaken and the hearing will be canceled and rescheduled. Once a quorum is established at a hearing, all official business undertaken is valid and binding. If at any time during the hearing fewer than a quorum of members are present, any votes or other actions requiring a quorum taken by the Board at that time are null and void.

Sec. 7-6. All decisions made by the Board shall be in writing and copies shall be made available to all parties at the hearing.

Sec. 7-7. The Board shall inform all parties of their right to appeal to the Oneida Appeals Commission.

Sec. 7-8. The Recording Clerk of the Board shall maintain and make available to the Oneida Appeals Commission when necessary all written opinions that the Board generates in resolving matters that come before the Board.

Article VIII. Committees

Sec. 8-1. A Special committee may be appointed by the Chair to carry out special assignments when deemed necessary by the Board.

Article IX. Compensation

Sec. 9-1. Stipends. Members of the Board shall be paid a stipend for each meeting which has established a quorum, provided that the quorum is established for a minimum of one hour, and provided further that any member(s) collecting a stipend be present for at least one hour. Stipend amounts shall be as follows, per BC Resolution # 12-20-03-A:

A. $75.00 for each Board member for attending each regularly scheduled, Special or Executive meeting; the Secretary shall receive an additional $25.00 per meeting;

B. Each Board member who participates in a child care provider hearing shall receive a $75.00 stipend; and the Recording Clerk shall receive an additional $25.00 for each child care provider hearing conducted pursuant to Article VII of the Protective Board Bylaws.

Article X. Amendments

Sec. 10-1. The Board, upon written notice, may at any meeting, by majority vote of the total voting members present adopt, amend or repeal any provisions of these Bylaws of the Board; provided that the amendment has been submitted in writing at the previous regular meeting of the Board. All such amendments approved by the Board are subject to subsequent approval by the Oneida Business Committee.

Sec.10-2. These Bylaws shall be reviewed and/or revised as needed at the beginning of each fiscal year by the Board.

These by-laws, as amended and revised, were adopted by the Oneida Child Protective Board at duly called meeting on the 4th day of Jan, 2007.

Jeanette Ninham
Jeanette Ninham
Chair, Oneida Child Protective Board

2-1-07
Date

And approved by the Oneida Business Committee at a duly called meeting held on the 31st day of January, 2007.

Patricia Hoeft

Patricia Hoeft
Tribal Secretary, Oneida Business Committee

1-31-07

Date

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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:

Make decision to approve based upon the fiscal assessment of the Tribe.

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Memo
2. Accrued Hours
3. Statement of Effect
4. Resolution

☐ 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: Geraldine R. Danforth, HR Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

Personnel Polices and Procedures state that the OBC shall analyze the fiscal conditions to determine whether employees may trade back personal and/or vacation hours for cash during the fiscal year and determine if the trade back will occur one time a year or on a quarterly basis.

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

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

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

ONEIDA TRIBE OF INDIANS OF WISCONSIN

Human Resource Department

Location:
909 Packerland
Green Bay, WI 54303

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

Phone: (920)496-7000
http://www.oneidan.nsn.gov

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

TO: Oneida Business Committee
FROM: Geraldine R. Danforth, HR Area Manager Geraldine
CC: Larry Barton, CFO
DATE: April 18, 2017
SUBJECT: FY '17 Trade Back for Cash

General Tribal Council Action:

Agenda item – Tabled items c: Personnel Policies and Procedures, Trade Back for Amendment. On May 23, 2011, General Tribal Council took action to amend the Personnel Policies and Procedures on Trade Back for Cash of Personal and Vacation Time. "*Motion by Trish King to adopt resolution: Amendments to the Personnel Policies on Trade Back for Cash of Personal and Vacation Time, seconded by Terry Cornelius.*" Motion carried by voice vote.

Personnel Policies and Procedures Section IV. A. Salary is as follows:

n. **Trade-back for Cash** Each fiscal year, the Oneida Business Committee shall analyze fiscal conditions to determine whether employees may trade back personal and/or vacation hours for cash that fiscal year.

1) If the Oneida Business Committee approves trade-back for cash, they shall also determine whether (a) and/or (b) applies:
   i) All employees will have the opportunity to trade-back hours one time that year.
      1) By August 15, each employee who has accumulated 24 hours or more of vacation and/or personal days may opt to trade in his/her hours for cash.
      2) Employees will receive their trade back on or before September 30 of that year.
   ii) Only those employees who are unable to utilize their personal and/or vacation time due to working conditions, such as a shortage in staffing, as determined by the HRD Manager or designee, will have the opportunity to trade back hours on a quarterly basis.
      1) Employees will receive their trade back within 60 days after opting to trade back hours.
2) When trade-back for cash is approved by the Oneida Business Committee, the following standards shall apply:
   a) Employees must decide which status (vacation or personal or both) from which their trade-back will be drawn.
   b) Employees may not trade for cash more than 80 hours in one year.

Action taken by the Oneida Business Committee Regular Meeting on November 25, 2016 states: XI. Tabled Business. A. Adopt Resolution title No Trade Back for Cash for Fiscal Year 2016.

Motion by David Jordan to direct the Human Resources Department and Division Directors to budget the Trade Back for Cash benefits to allow each eligible employee to trade back no more than 40 hours in Fiscal Year 2017, seconded by Lisa Summers. Motion carried unanimously.

The Chief Financial Officer has provided his recommendation.

ACTION REQUIRED BY ONEIDA BUSINESS COMMITTEE:

The options to consider are:

1 **Option A.** Allows employees to trade back for cash one time by August 15, 2017 or,
   a. **A report of the current accrued hours is attached for your review.**
2 **Option B.** Allows employees to trade back their vacation and/or personal hours on a quarterly basis based only for those employees who are unable to utilize their personal and/or vacation time due to working conditions; with the understanding that the employee cannot trade back more than 40 hours this year. Quarterly would be established for April, June and September or April and September.

Trade Back for Cash requires approval by the Oneida Business Committee. In prior years a resolution was adopted to deny Trade Back for Cash for a fiscal year. However, for FY2017, the Oneida Business Committee directed that Trade Back for Cash is budgeted at 40 hours. As a result, we have attached a resolution which is consistent with the November 25, 2015, motion directing that Trade Back for Cash be budgeted for FY2017.

Draft Motions

1. Motion to approve or deny Option A and Option B.

Upon approval or denial of the Annual Trade Back for Cash and the Quarterly Trade Back for Cash, the Human Resource Department will notify the employee base of the decision.

Attachments: Accrued Hours Report

Employee Vacation and Personal Time Accruals
For the Period of October 2016 to February 2017
FY 17

	Sep-14	Sep-15	Sep-16	Oct-16	Nov-16	Dec-16	Jan-17	Feb-17
Total EE's	2608	2623	2,639	2637	2643	2642	2622	2625
Total Hours	260,572	263,529	264,422	265,535	270,230	270,174	264,205	268,762
Total Payout	$5,271,854	$5,412,394	$5,793,148	$5,864,113	$5,966,136	$6,000,695	$5,861,991	$5,995,104
No. of EE's @ Max	29	30	42	42	53	47	29	47
280 Hours	$202,833	$261,496	$331,728	$318,928	$389,700	$416,802	$279,893	$268,762
No. of EE's @	395	397	394	407	423	446	435	*
200-279 Hours	$2,092,224	$2,092,612	$2,336,998	$2,457,169	$2,515,577	$2,597,035	$2,529,314	*
Avg Hours	99.91	100.47	100.2	100.7	102.62	102.26	100.76	102.39
Avg Payout	$2,021	$2,063	$2,195	$2,220	$2,257	$2,271	$2,236	$2,284
report run date	10/1/2014	10/1/2014	10/1/16	11/1/16	12/1/16	1/1/17	2/1/17	3/1/17

59.42% Of employees are at 0-99 range of hours
1.59% Are at the maximum no of hours
Total number of employees is down by 15 EE's; down by 11 for the year
The total number of EE's at Max has a increase of 3.
* No longer breaking out these numbers

Oneida Nation
Post Office Box 365
Phone: (920)869-2214 Oneida, WI 54155

BC Resolution # __-__-__-_
Authorization of 40 Hours of Trade Back For Cash for Fiscal Year 2017

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

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

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

WHEREAS, on November 25, 2015, as a part of development of the budget and providing direction for the Fiscal Year 2017 budget, the Oneida Business Committee adopted a motion that would allow for a Trade Back For Cash option up to 40 hours for eligible employees; and

WHEREAS, the Treasurer has presented a Fiscal Year 2017 budget that included the Trade Back for Cash option for eligible employees which was been approved by the Oneida Business Committee for recommendation for adoption by the General Tribal Council; and

WHEREAS, the General Tribal Council approved the budget for Fiscal Year 2017; and

WHEREAS, vacation and personal time is a liability managed by the Oneida Nation regarding the accrued hours, but is an added cash flow issue if paid out in addition to normal payroll expenses; and

WHEREAS, the Treasurer is recommending that the Oneida Business Committee authorize Trade Back For Cash of personal and vacation hours as identified in Section IV(A)(5)(n) of the Oneida Personnel Policies and Procedures; and

NOW THEREFORE BE IT RESOLVED, that the Oneida Business Committee declares that there shall be authorized a one-time Trade Back for Cash for Fiscal Year 2017 which shall be capped at 40 hours of personal and/or vacation time for eligible employees in accordance with Section IV(A)(5)(n) of the Oneida Personnel Policies and Procedures.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54155-0365
Oneida-nsn.gov

Statement of Effect

Authorization of 40 Hours of Trade Back for Cash for Fiscal Year 2017

Summary

This resolution authorizes a one-time Trade Back for Cash for Fiscal Year 2017 (FY17), to be capped at 40 hours of personal and/or vacation time for eligible employees, in accordance with the Personnel Policies and Procedures.

Submitted by: Tani Thurner, Staff Attorney, Legislative Reference Office

Analysis by the Legislative Reference Office

The Personnel Policies and Procedures require the Oneida Business Committee (OBC) to analyze fiscal conditions each year to determine whether employees may trade back personal and/or vacation hours for cash during that fiscal year. [*Personnel Policies and Procedures, section IV.A.5.n*] When the OBC approves trade back for cash during a particular fiscal year, they may select one of two options:

1. Approve all employees to do a one-time trade back of personal/vacation hours for cash, or
2. Only permit certain employees, who are unable to use their personal/vacation time due to working conditions (i.e. staffing shortages) to trade back hours for cash on a quarterly basis during that fiscal year.

By adopting this resolution, the OBC would be providing for the first option – allowing all employees to do a one-time trade back of personal/vacation hours for cash, during FY17.

Section 1V.5.n of the Personnel Policies and Procedures also sets out additional requirements for Trade Back for Cash, including for when that first option is selected. The relevant requirements include:

- By August 15, each employee who has accumulated at least 24 hours of vacation and/or personal days may opt to trade in those hours for cash. The employee must decide which status (vacation, personal or both) from which their trade back will be drawn.
- Employees may not trade back more than 80 hours of personal/vacation time for cash in one year.
- Employees will receive their trade-back (i.e. the cash) on or before September 30 of that year (*i.e.* the last day of that same fiscal year).

Conclusion

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

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

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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:

Accept as FYI the memo from President Chris McGeshick, GLITC Board of Directors.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Memo Attached
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

See attached memo and accept as information only.

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

DocuSign Envelope ID: 84B02214-83A5-458D-BB74-47C23A5BC5FE

GREAT LAKES INTER-TRIBAL COUNCIL, INC.
P.O. Box 9, Lac du Flambeau, Wisconsin 54538
Phone: 715-588-3324 Fax: 715-588-7900
Email: glitc@glitc.org

April 13, 2017

Memorandum for Record

Re: Notice of Change of Executive Director

Dear Partner in Service:

The Great Lakes Inter-Tribal Council, Inc. is announcing the departure of Mr. Michael Allen, Sr. from his post as Executive Director, effective immediately. A search for his permanent replacement will begin shortly, and the opening will be posted on the GLITC website along with other national career search websites.

Interim Executive Director Ryan Greendeer will be taking on all duties previously held by Mr. Allen. Please send any correspondence, concerns or questions to rgreendeer@glitc.org.

Sincerely,

DocuSigned by:
Chris McGeshick
3F07BA3D70B0427...
Chris McGeshick
President, Board of Directors
Great Lakes Inter-Tribal Council, Inc.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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 revised OBC Standard Operating Procedure entitled Complaint Process for Direct Reports to the Business Committee

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Revised Draft SOP
2. Redline to the Original SOP
3. Original SOP
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Secretary

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

BACKGROUND

The Oneida Business Committee (OBC) indicated a need to make revisions to the SOP. The requested revisions included making the responsible party for providing notifications to the complainant the Secretary instead of the OBC member who received the complaint. Also, a review of the number of notices provided to the complainant should be reviewed.

Those revisions were made an a draft was reviewed the OBC at the April 18, 2017, work meeting. At the work meeting, additional revisions were requested:

1) Provide the first notice to the complainant after the OBC determines merit.
2) Provide the ability for the OBC to assign a designee to investigate in the event there aren't enough OBC members to do so due to recusal.
3) Provide a requirement for the complainant to be offered the time to present their complaint to the OBC in executive session.
4) In addition, a definition of "designee" was required after #2 was added to the SOP.

Revisions 1-4 were made to the draft SOP. HRD was consulted on the language for the definition of "designee".

REQUESTED ACTION

Approve revised OBC Standard Operating Procedure entitled Complaint Process for Direct Reports to the 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 NATION	TITLE: Complaint Process for Direct Reports to the Business Committee	ORIGINATION DATE: 11/26/2012 REVISION DATE: 1/19/2015 9/23/2015 4/26/2017 EFFECTIVE DATE: Upon OBC approval
***DIVISION*:** **Non-Divisional**	APPROVED BY: *Oneida Business Committee* See Attached OBC Meeting Minutes	DATE:
***DEPARTMENT*:** **Oneida Business Committee**	APPROVED BY:	DATE:
REVISED: **Lisa Summers, Secretary**	REVISED BY:	DATE:
PAGE NO: 1 of 6 PRD # 1267: Assigned by PRO	REVIEWED BY: *Compliance Review Team*	DATE:

DRAFT

1.0 PURPOSE

To create a standardized process for handling complaints for employees who are direct reports to the Oneida Business Committee (OBC) and are not OBC staff, nor Political Appointees.

This procedure is in alignment with the Oneida Personnel Policies and Procedures, OBC Resolution # 11-26-14-C, and is a predecessor to the procedures "Disciplinary Process for Direct Reports to the Business Committee".

2.0 DEFINITIONS

2.1 Business Day: Monday through Friday from 8:00 a.m. to 4:30 p.m., excluding holidays, weekends, ½ days.

2.2 Designee: A person who has been assigned duties by the OBC.

2.3 Direct Reports: An Employee of the Oneida Nation who reports directly to the OBC as defined in resolution BC-11-26-14-C, "Correcting Resolution BC-10-22-14-A Setting Supervision and Management of Direct Reports to OBC."

2.4 Oneida Business Committee Officers: Shall mean the Chairperson, Vice Chairperson, Treasurer, and Secretary.

2.5 Political Appointee: A full or part-time employee of the Oneida Business Committee whose position was filled through the political appointment process.

3.0 PROCEDURES

Receiving a Complaint

3.1 All complaints must be written and addressed to the OBC.

3.2 Any member of the OBC may accept complaints.

3.3 All complaints must be delivered to the Secretary for processing.

3.4 Within two (2) business days, the Secretary shall:

- 3.4.1 Use stampers to acknowledge the receipt of the complaint:
  - 3.4.1.1. Stamp "confidential" on each page, at the top of the document.
  - 3.4.1.2. Stamp the month/day/year received on each page of the document.
- 3.4.2 Submit a copy of the complaint to each member of the OBC.
- 3.4.3 Create a master complaint file.
- 3.4.4 Submit the complaint to the master complaint file.

3.5 The Secretary shall add the complaint to the next OBC meeting agenda in Executive Session in order for the OBC to review the complaint and to determine if the complaint has merit.

- 3.5.1. The Secretary shall contact the complainant and provide them a date and time to meet with the OBC to discuss their complaint during the Executive Session discussion.

3.6 If the complaint is determined to have no merit, the OBC shall make a motion to reflect this decision.

- 3.6.1 Upon this decision, the complaint is considered closed.
- 3.6.2 The Secretary shall submit a copy of the meeting minutes with this motion to the master complaint file.
- 3.6.3 Within two (2) business days of the motion, the Secretary shall:
  - 3.6.3.1 Provide the complainant with written response indicating the complaint is closed.
  - 3.6.3.2. Submit a copy of the written response to the master complaint file.

3.7 If the complaint is determined to have merit, the OBC shall make a motion assigning three (3) OBC members to investigate the complaint.

- 3.7.1 The OBC may authorize a designee, or multiple designees. if needed due to recusal of OBC members from the investigation.
  - 3.7.1.1 If designee(s) are required, the OBC shall make a motion to reflect this decision.
- 3.7.2 The Secretary shall submit a copy of the meeting minutes with this motion to the master complaint file.
- 3.7.3 Within two (2) business days of the motion, the Secretary shall:

DRAFT

3.7.3.1 Provide the complainant with written notice that the complaint is under investigation.

3.7.3.2. Submit a copy of the written notice to the master complaint file.

Investigating a Complaint

3.8 The assigned OBC members, or designee(s), shall work together, in confidence, to investigate the complaint.

3.8.1 Review the complaint to gain a background on the issue(s) presented.

3.8.2 Determine what relevant information is still needed relating to the complaint.

3.8.3 Initiate the investigation based on additional information that is needed.

3.8.4 Develop and agree to a list of questions which must be answered.

3.8.5 Develop a list of people, including the complainant, to interview.

3.9 The assigned OBC members, or designee(s), shall make every attempt to conclude the investigation, within forty-five (45) calendar days.

3.9.1 If the investigation is not concluded in forty-five (45) days, the assigned OBC members will provide a status update to the OBC in Executive Session.

3.10 Upon the conclusion of the investigation, the assigned OBC members, or designee(s), shall submit a written report to the Secretary. The written report shall include:

3.10.1 a summary of the complaint,

3.10.2 investigation methodology,

3.10.3 results of the investigation, and

3.10.4 recommended action.

3.11 The Secretary shall submit the written report to the master complaint file.

3.12 The Secretary shall add the written report to the next OBC meeting agenda in Executive Session after conclusion of the investigation.

3.13 The OBC shall review the written report.

3.13.1 The OBC shall accept the written report.

3.13.1.1 Upon acceptance of the written report, the complaint shall be considered closed.

3.13.2 The OBC may:

3.13.2.1 approve the recommended action(s);

3.13.2.2 modify the recommended action(s); or,

3.13.2.3 reject the recommended action(s).

3.13.3 When appropriate, OBC Officer(s) will be designated to follow through on approved action(s) that are outlined in the OBC SOP entitled “Disciplinary Process for Direct Reports to the Business Committee”.

DRAFT

3.14 Within two (2) business days of the motion to accept the written report, the Secretary shall:

3.14.1 Provide the complainant with written response indicating the complaint is closed.

3.14.2 Submit a copy of the written response to the master complaint file.

Duties and Responsibilities for investigation

3.15 OBC members assigned to an investigation, their designee(s), shall:

3.15.1 Conduct themselves in accordance with the approved complaint process and may work with the Human Resource Department if additional assistance is required.

3.15.2 Recuse themselves if a real or perceived conflict of interest exists in accordance with the Conflict of Interest Policy and the Code of Ethics Law.

4.0 RECORDS

4.1 Record Maintenance

4.1.1 Complaint records shall be maintained by the Secretary.

4.1.2 Complaint records will be made available for OBC review within a reasonable amount of time, upon request.

4.1.3 Records shall be held in accordance with the Open Records and Open Meetings Law.

6.0 REFERENCES

6.1 Human Resources Memorandum dated 11-21-01

6.2 Human Resources Area Manager Interpretation dated 12-09-11

6.3 Personnel Policies & Procedures, Section V.D

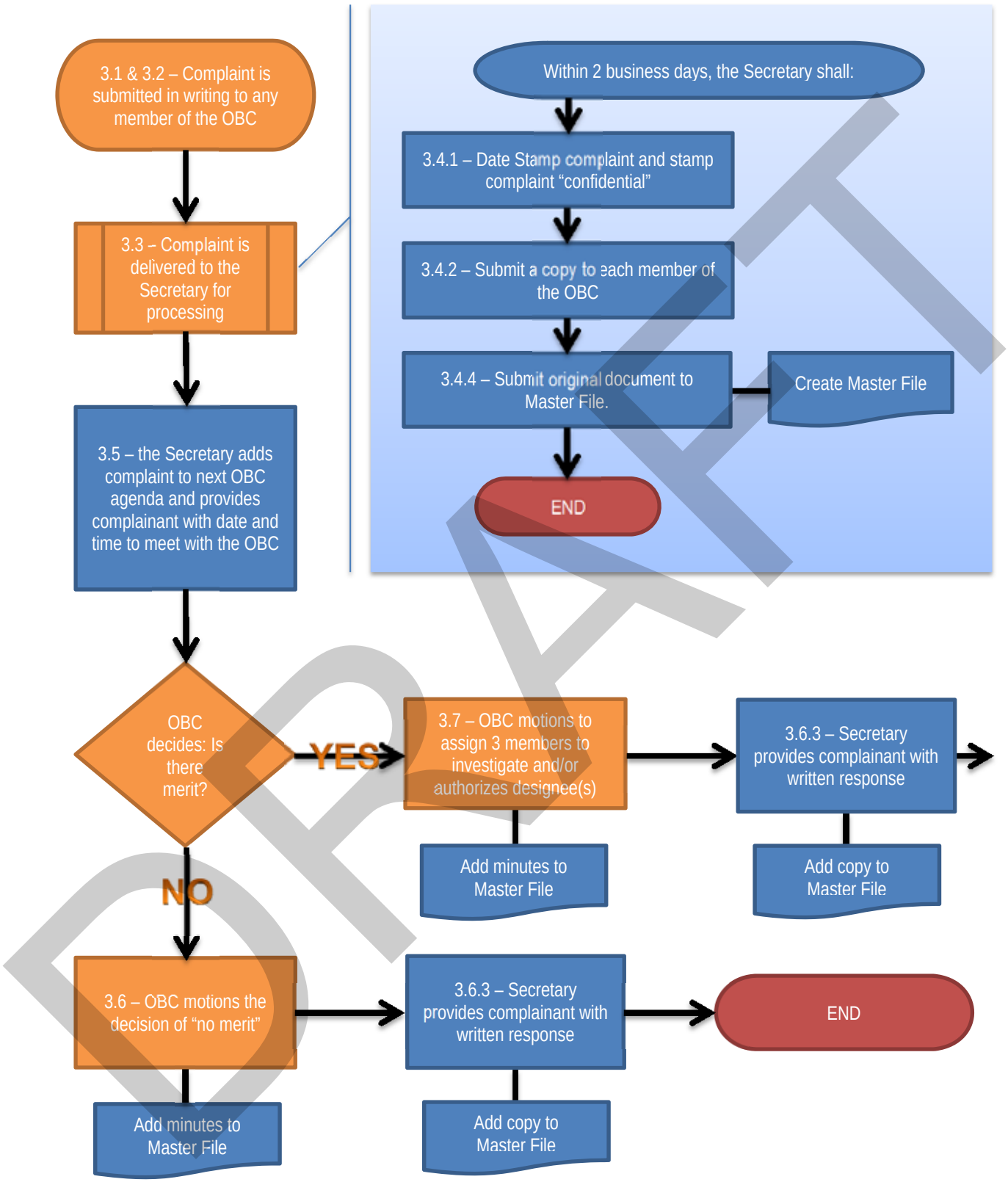
6.4 Resolution BC-11-26-14-C

6.5 OBC SOP - Disciplinary Process for Direct Reports of the Business Committee

7.0 FLOW CHART

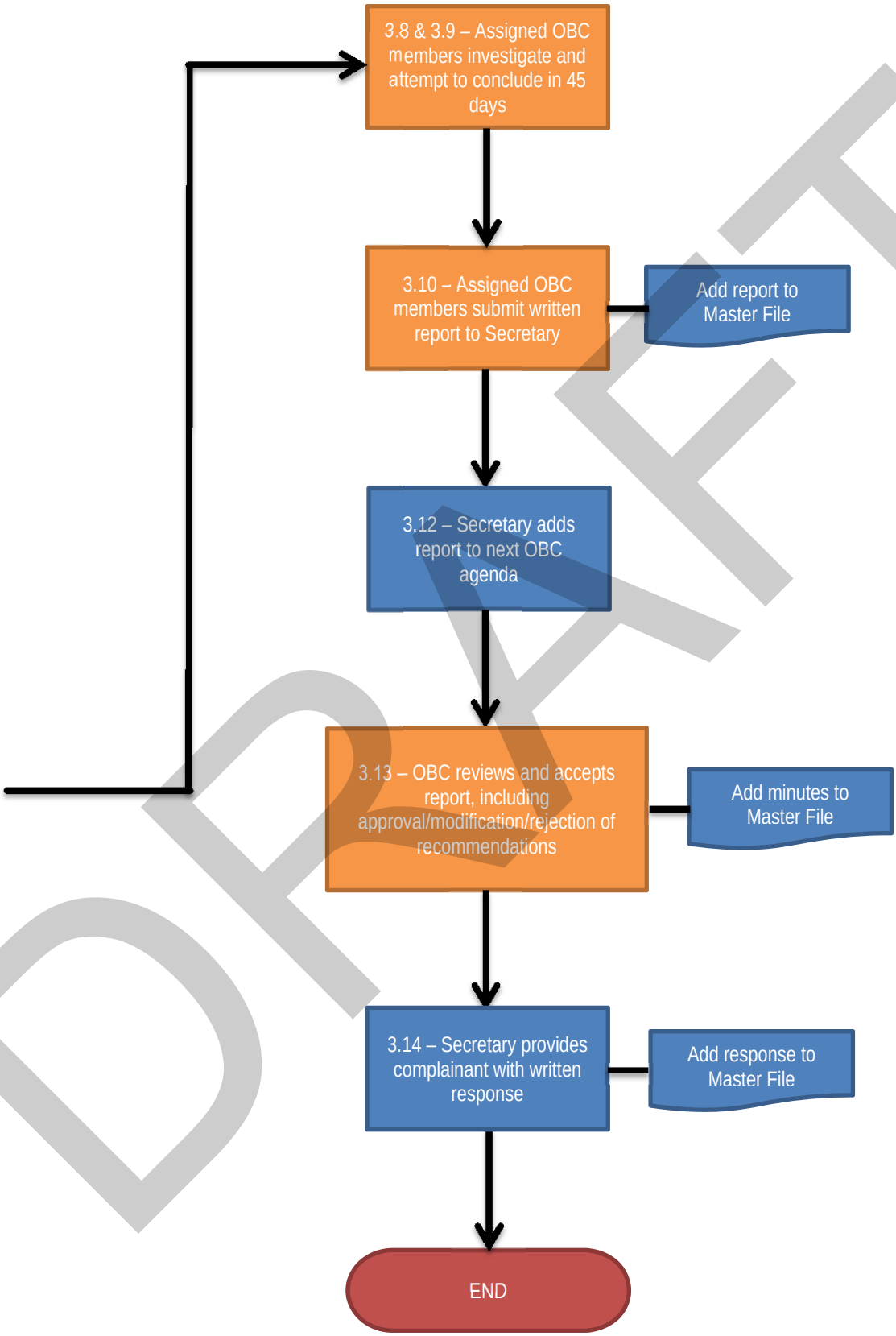
DRAFT

Complaint Process for Direct Reports to the Business Committee FLOWCHART



DRAFT

Complaint Process for Direct Reports to the Business Committee FLOWCHART



DRAFT

ONEIDA ~~TRIBE OF WISCONSIN~~NATION	TITLE: Complaint Process for Direct Reports to the Business Committee	ORIGINATION DATE: 11/26/2012 REVISION DATE: 1/19/2015 9/23/2015 4/26/2017 EFFECTIVE DATE: Upon OBC approval
***DIVISION*:** **Non-Divisional**	APPROVED BY: *Oneida Business Committee* See Attached OBC Meeting Minutes	DATE:
***DEPARTMENT*:** **Oneida Business Committee**	APPROVED BY:	DATE:
REVISED: **~~Melinda J. Danforth~~Lisa Summers, Secretary**	REVISED BY:	DATE:
PAGE NO: 1 of 7~~6~~6 PRD # 1267: Assigned by PRO	REVIEWED BY: *Compliance Review Team*	DATE:

1.0 PURPOSE

To create a standardized process for handling complaints for employees who are direct reports to the Oneida Business Committee (OBC) and are not OB~~usiness~~ C~~ommittee~~ staff, nor Political Appointees.

This procedure is in alignment with the Oneida Personnel Policies and Procedures, OBC Resolution # 1~~0~~1-~~22~~26-14-~~B~~C, and is a predecessor to the procedures "Disciplinary Process for Direct Reports to the Business Committee".

2.0 DEFINITIONS

2.1 Business Day: Monday through Friday from 8:00 a.m. to 4:30 p.m., excluding holidays, weekends, ½ days.

2.2 Designee: A person who has been assigned duties by the OBC.

2.3 Direct Reports: An Employee of the Oneida ~~Tribe~~ Nation who reports directly to the OB~~usiness~~ C~~ommittee~~ as defined in resolution BC-1~~0~~1-2~~2~~6-14-~~B~~C, "Correcting Resolution BC-10-22-14-A Setting Supervision and Management of Direct Reports to OBC."

2.~~2~~4 Oneida Business Committee Officers: Shall mean the Chairperson, Vice Chairperson, Treasurer, and Secretary.

2.5~~3~~ Political Appointee: A full or part-time employee of the Oneida Business Committee whose position was filled through the political appointment process.

~~2.4 Business Day: Monday through Friday from 8:00 a.m. to 4:30 p.m., excluding holidays, weekends, ½ days.~~

3.0 PROCEDURES

Receiving a Complaint

3.1 All complaints must be written and addressed to the O~~neida~~ B~~usiness~~ C~~ommittee~~.

3.2 Any member of the O~~neida~~ B~~usiness~~ C~~ommittee~~ may accept complaints.

3.3 All complaints must be delivered to the Secretary for processing.

3.4 Within two (2) business days, the ~~Oneida Business Committee member receiving a complaint~~ Secretary shall:

~~3.3~~3.4.1 Use stampers to acknowledge the receipt of the complaint:

~~3.3~~3.4.1.1. Stamp "confidential" on each page, at the top of the document.

~~3.3~~3.4.1.2. Stamp the month/day/year received on each page of the document.

~~3.3~~3.4.2 Submit a copy of the complaint to each member of the O~~neida~~ B~~usiness~~ C~~ommittee~~.

~~3.3~~3.4.3 Create a ~~Submit the original document to the Secretary for entry into the~~ master complaint file.

3.4.4 Submit the complaint to the master complaint file.

~~3.3.4 Provide the complainant with written acknowledgement that the complaint has been received.~~

~~3.3.4.1 Submit a copy of the written acknowledgement to the Secretary for entry into the master complaint file.~~

3.5~~4~~ The Secretary shall add the complaint to the next O~~neida~~ B~~usiness~~ C~~ommittee~~ meeting agenda in Executive Session in order for the OBC ~~agenda~~ to review the complaint and to determine if the complaint has merit.

3.5~~4~~.1. The Secretary shall contact the complainant and provide them a date and time to meet with the OBC to discuss their complaint during the Executive Session discussion.~~If there is no Oneida Business Committee Executive Session scheduled for 15 business days, the Secretary shall schedule a meeting with all Officers within ten (10) business days to review the complaint to determine if the complaint has merit.~~

3.6~~5~~ If the complaint is determined to have no merit, the OBC shall make a motion ~~shall be made~~ to reflect this decision.

3.~~5~~6.1 Upon this decision, the complaint is considered closed.
3.6~~5~~.2 The Secretary shall submit a copy of the meeting minutes with this motion ~~in~~to the master complaint file.
3.6~~5~~.3 Within two (2) business days of the motion, the ~~Oneida Business Committee member who received the complaint~~ Secretary shall:
3.~~5~~6.~~2~~3.1 Provide the complainant with written response indicating the complaint is closed.
3.6~~5~~.3~~2~~.2. Submit a copy of the written response ~~to the Secretary for entry in~~to the master complaint file.

3.7~~6~~ If the complaint is determined to have merit, the OBC shall make a motion ~~shall be made~~ assigning three (3) O~~neida~~ B~~usiness~~ C~~ommittee~~ members ~~wh~~to~~m~~ ~~will~~ investigate the complaint.
3.7.1 The OBC may authorize a designee, or multiple designees. if needed due to recusal of OBC members from the investigation.
3.7.1.1 If designee(s) are required, the OBC shall make a motion to reflect this decision.
3.7~~6~~.~~1~~2 The Secretary shall submit ~~enter~~ a copy of the meeting minutes with this motion ~~in~~to the master complaint file.
3.7~~6~~.3~~2~~ Within two (2) business days of the motion, the ~~Oneida Business Committee member who received the complaint~~Secretary shall:
3.7~~6~~.~~2~~3.1 Provide the complainant with written notice that the complaint is under investigation.
3.7~~6~~.~~2~~3.2. Submit a copy of the written notice ~~to the Secretary for entry in~~to the master complaint file.

Investigating a Complaint
3.~~7~~8 The assigned O~~neida~~ B~~usiness~~ C~~ommittee~~ members, or designee(s), shall work together, in confidence, to investigate the complaint.
3.8~~7~~.1 Review the complaint to gain a background on the issue(s) presented.
3.8~~7~~.2 Determine what relevant information is still needed relating to the complaint.
3.~~7~~8.3 Initiate the investigation based on additional information that is needed.
3.8~~7~~.4 Develop and agree to a list of questions which must be answered.
3.8~~7~~.5 Develop a list of people, including the complainant, to interview.

3.9~~8~~ ~~Within forty-five (45) calendar days, t~~The assigned O~~neida~~ B~~usiness~~ C~~ommittee~~ members, or designee(s), shall make every attempt to conclude the investigation, within forty-five (45) calendar days.~~.~~
3.9.1 If the investigation is not concluded in forty-five (45) days, the assigned OBC members will provide a status update to the OBC in Executive Session.

3.~~9~~10 Upon the conclusion of the investigation, the assigned O~~neida~~ B~~usiness~~ C~~ommittee~~ members, or designee(s), shall submit a written report to the Secretary ~~for entry into the master complain file~~. The written report shall include:

3.~~9~~10.1 a summary of the complaint,
3.~~9~~10.2 investigation methodology,
3.10~~9~~.3 results of the investigation, and
3.~~9~~10.4 recommended action.

3.11~~0~~ The Secretary shall submit the written report to the master complaint file.

3.12 The Secretary shall add the written report to the next O~~neida~~ B~~usiness~~ C~~ommittee~~ meeting agenda in Executive Session ~~agenda~~ after conclusion of the investigation.

3.13~~1~~ ~~At Executive Session, t~~The O~~neida~~ B~~usiness~~ C~~ommittee~~ shall review the written report.

3.13~~1~~.1 The O~~neida~~ B~~usiness~~ C~~ommittee~~ shall accept the written report.

3.13~~1~~.1.1 Upon acceptance of the written report, the complaint shall be considered closed.

3.1~~1~~3.2 The O~~neida~~ B~~usiness~~ C~~ommittee~~ may:

3.1~~1~~3.2.1 approve the recommended action(s);
3.13~~1~~.2.2 modify the recommended action(s); or,
3.13~~1~~.2.3 reject the recommended action(s).

3.13~~1~~.~~2~~3 When appropriate, OBC Officer(s) will be designated to follow through on approved action(s) that are outlined in the OBC SOP entitled~~–~~ "Disciplinary Process for Direct Reports to the Business Committee".

3.1~~2~~4 Within two (2) business days of the motion to accept the written report, the ~~Oneida Business Committee member who received the complaint~~ Secretary shall:

3.14~~2~~.1 Provide the complainant with written response indicating the complaint is closed.

3.14~~2~~.2 Submit a copy of the written response ~~to the Secretary for entry in~~to the master complaint file.

Duties and Responsibilities for investigation

3.1~~3~~5 O~~neida~~ B~~usiness~~ C~~ommittee~~ members assigned to an investigation, their designee(s), shall:

3.15~~3~~.1 Conduct themselves in accordance with the approved complaint process and may work with the Human Resource Department if additional assistance is required.

3.15~~3~~.2 Recuse themselves if a real or perceived conflict of interest exists in accordance with the Conflict of Interest Policy and the Code of Ethics Law.

4.0 RECORDS

4.1 Record Maintenance

4.1.1 Complaint records shall be maintained by the Secretary~~'s office~~.

4.1.2 Complaint records will be made available for OBC ~~members'~~ review within a reasonable amount of time, upon request.

4.1.3 Records shall be held in accordance with the ~~o~~Open ~~r~~Records and ~~m~~Open ~~e~~Meetings L~~l~~aw.

6.0 REFERENCES

6.1 Human Resources Memorandum d~~D~~ated 11-21-01

6.2 Human Resources Area Manager Interpretation dated 12-09-11

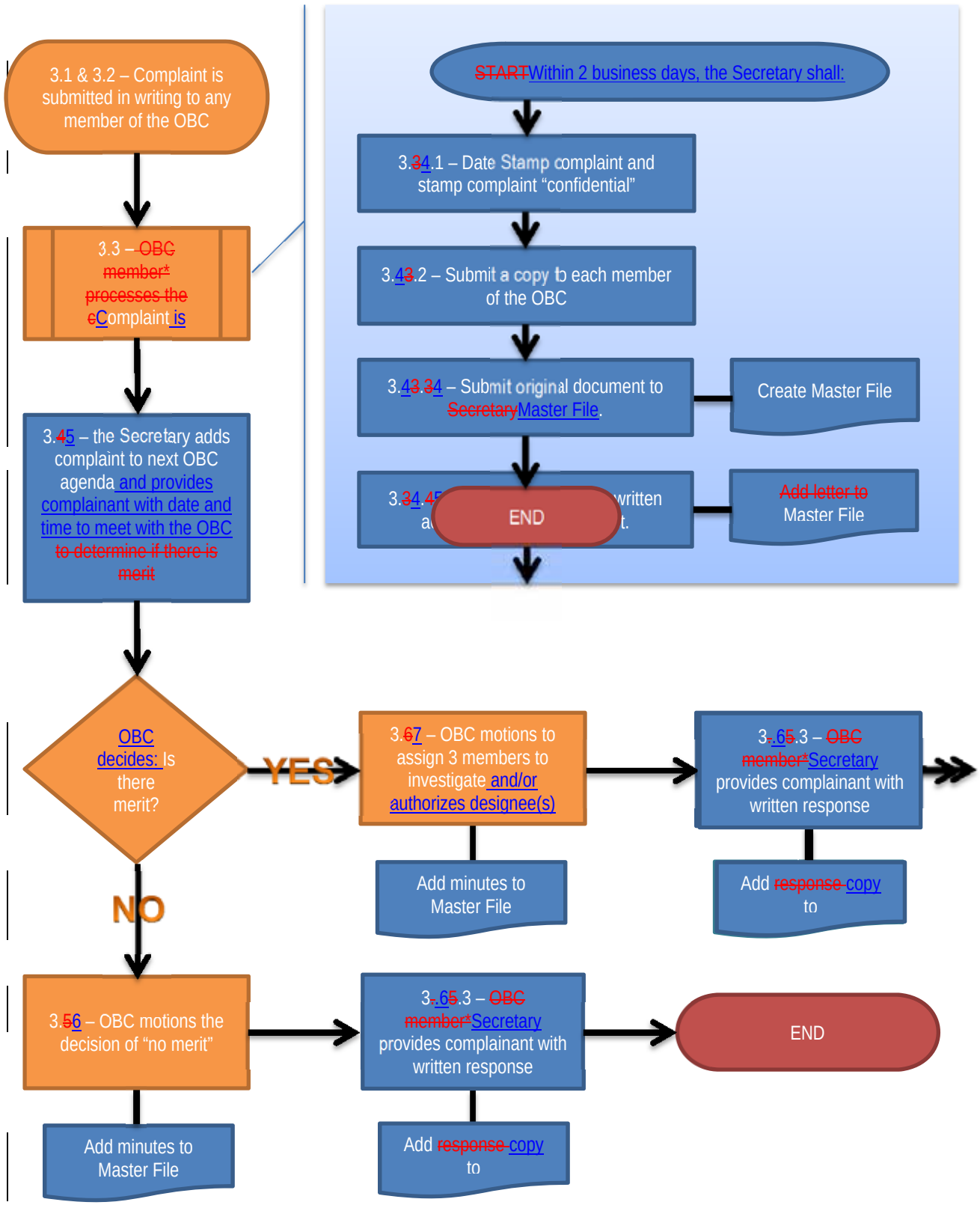
6.3 Personnel Policies & Procedures, Section V.D

6.4 Resolution BC-1~~0~~1-2~~2~~6-14-~~B~~C

6.5 OBC SOP - Disciplinary Process for Direct Reports of the Business Committee

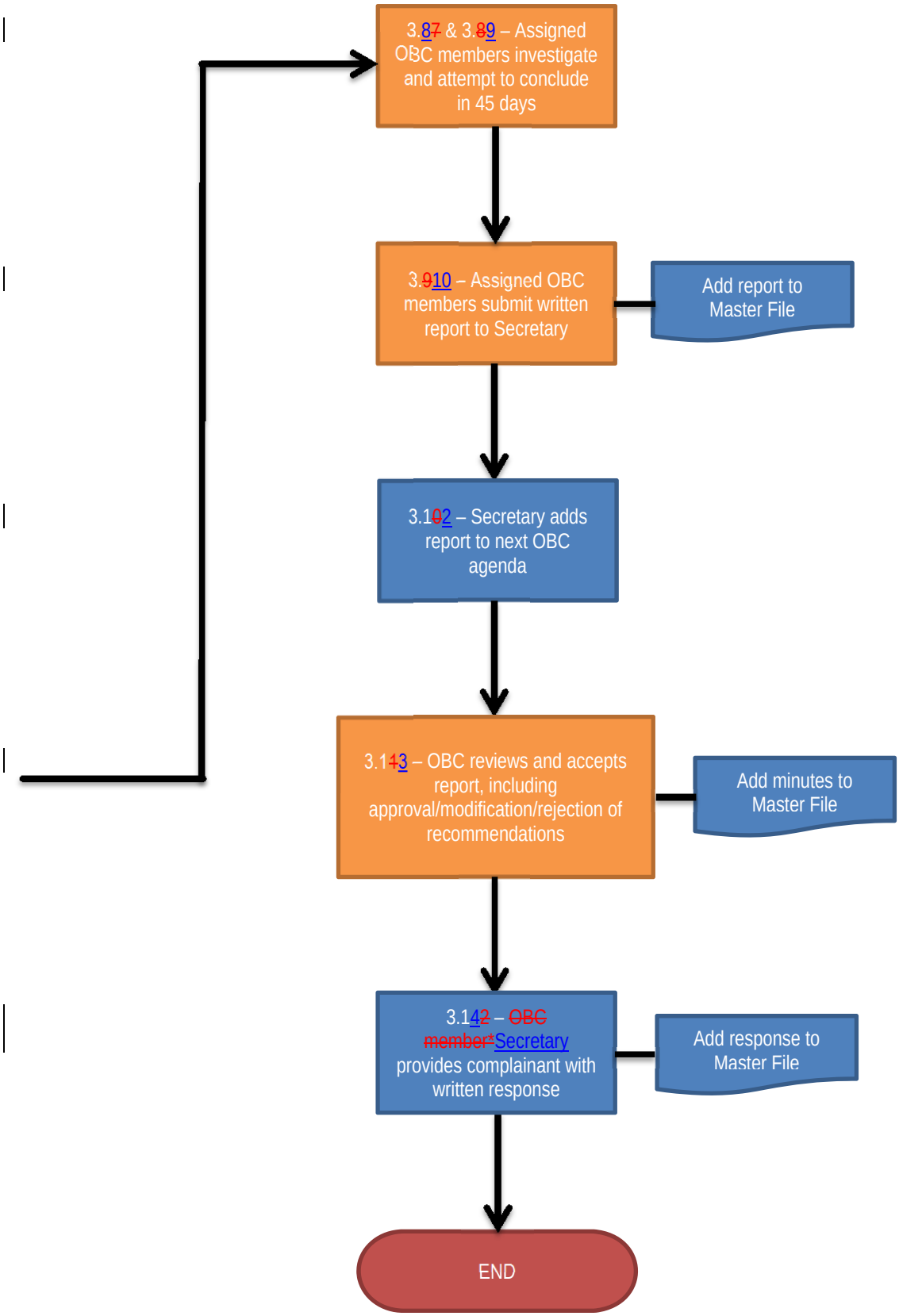
7.0 FLOW CHART

Complaint Process for Direct Reports to the Business Committee FLOWCHART



*OBC member who received the complaint

Complaint Process for Direct Reports to the Business Committee FLOWCHART



*OBC member who received the complaint

ONEIDA TRIBE OF WISCONSIN	TITLE: Complaint Process for Direct Reports to the Business Committee	ORIGINATION DATE: 11/26/2012 REVISION DATE: 1/19/2015 9/23/2015 EFFECTIVE DATE: Upon OBC approval
***DIVISION*: Non-Divisional**	APPROVED BY: *Oneida Business Committee* See Attached OBC Meeting Minutes	DATE:
***DEPARTMENT*: Oneida Business Committee**	APPROVED BY:	DATE: 10/16/15
***REVISED:* Melinda J. Danforth**	REVISED BY:	DATE:
PAGE NO: 1 of 6 PRD # 1267: Assigned by PRO	REVIEWED BY: *Compliance Review Team*	DATE: 10/13/15

1.0 PURPOSE

To create a standardized process for handling complaints for employees who are direct reports to the Oneida Business Committee (OBC) and are not Business Committee staff, nor Political Appointees.

This procedure is in alignment with the Oneida Personnel Policies and Procedures, OBC Resolution # 10-22-14-B and is a predecessor to the procedures "Disciplinary Process for Direct Reports to the Business Committee".

2.0 DEFINITIONS

2.1 Direct Reports: An Employee of the Oneida Tribe who reports directly to the Business Committee as defined in resolution BC-10-22-14-B, "Setting Supervision and Management of Direct Reports to OBC."

2.2 Oneida Business Committee Officers: Shall mean the Chairperson, Vice Chairperson, Treasurer, and Secretary.

2.3 Political Appointee: A full or part-time employee of the Oneida Business Committee whose position was filled through the political appointment process.

2.4 Business Day: Monday through Friday from 8:00 a.m. to 4:30 p.m., excluding holidays, weekends, ½ days.

3.0 PROCEDURES

Receiving a Complaint

3.1 All complaints must be written and addressed to the Oneida Business Committee.

3.2 Any member of the Oneida Business Committee may accept complaints.

3.3 Within two business days, the Oneida Business Committee member receiving a complaint shall:
- 3.3.1 Use stampers to acknowledge the receipt of the complaint:
  - 3.3.1.1. Stamp "confidential" on each page, at the top of the document.
  - 3.3.1.2. Stamp the month/day/year received on each page of the document.
- 3.3.2 Submit a copy to each member of the Oneida Business Committee.
- 3.3.3 Submit the original document to the Secretary for entry into the master complaint file.
- 3.3.4 Provide the complainant with written acknowledgement that the complaint has been received.
  - 3.3.4.1 Submit a copy of the written acknowledgement to the Secretary for entry into the master complaint file.

3.4 The Secretary shall add the complaint to the next Oneida Business Committee Executive Session agenda to review the complaint and to determine if the complaint has merit.
- 3.4.1. If there is no Oneida Business Committee Executive Session scheduled for 15 business days, the Secretary shall schedule a meeting with all Officers within ten (10) business days to review the complaint to determine if the complaint has merit.

3.5 If the complaint is determined to have no merit, a motion shall be made to reflect this decision.
- 3.5.1 Upon this decision, the complaint is considered closed.
- 3.5.2 The Secretary shall a copy of the meeting minutes with this motion into the master complaint file.
- 3.5.3 Within two business days of the motion, the Oneida Business Committee member who received the complaint shall:
  - 3.5.2.1 Provide the complainant with written response indicating the complaint is closed.
  - 3.5.2.2. Submit a copy of the written response to the Secretary for entry into the master complaint file.

3.6 If the complaint is determined to have merit, a motion shall be made assigning three (3) Oneida Business Committee members whom will investigate the complaint.
- 3.6.1 The Secretary shall enter a copy of the meeting minutes with this motion into the master complaint file.
- 3.6.2 Within two business days of the motion, the Oneida Business Committee member who received the complaint shall:

3.6.2.1 Provide the complainant with written notice that the complaint is under investigation.
3.6.2.2. Submit a copy of the written notice to the Secretary for entry into the master complaint file.

Investigating a Complaint

3.7 The assigned Oneida Business Committee members shall work together, in confidence, to investigate the complaint.
3.7.1 Review the complaint to gain a background on the issue(s) presented.
3.7.2 Determine what relevant information is still needed relating to the complaint.
3.7.3 Initiate the investigation based on additional information that is needed.
3.7.4 Develop and agree to a list of questions which must be answered.
3.7.5 Develop a list of people, including the complainant, to interview.

3.8 Within forty-five (45) calendar days, the assigned Oneida Business Committee members shall make every attempt to conclude the investigation.

3.9 Upon the conclusion of the investigation, the assigned Oneida Business Committee members shall submit a written report to the Secretary for entry into the master complain file. The written report shall include:
3.9.1 a summary of the complaint,
3.9.2 investigation methodology,
3.9.3 results of the investigation, and
3.9.4 recommended action.

3.10 The Secretary shall add the written report to the next Oneida Business Committee Executive Session agenda after conclusion of the investigation.

3.11 At Executive Session, the Oneida Business Committee shall review the written report.
3.11.1 The Oneida Business Committee shall accept the written report.
3.11.1.1 Upon acceptance of the written report, the complaint shall be considered closed.
3.11.2 The Oneida Business Committee may:
3.11.2.1 approve the recommended action(s);
3.11.2.2 modify the recommended action(s); or,
3.11.2.3 reject the recommended action(s).
3.11.2 When appropriate, Officer(s) will be designated to follow through on approved action(s) that are outlined in the SOP – "Disciplinary Process for Direct Reports to the Business Committee".

3.12 Within two business days of the motion to accept the written report, the Oneida Business Committee member who received the complaint shall:
3.12.1 Provide the complainant with written response indicating the complaint is closed.

3.12.2 Submit a copy of the written response to the Secretary for entry into the master complaint file.

Duties and Responsibilities for investigation

3.13 Oneida Business Committee members assigned to an investigation shall:

3.13.1 Conduct themselves in accordance with the approved complaint process and may work with the Human Resource Department if additional assistance is required.

3.13.2 Recuse themselves if a real or perceived conflict of interest exists in accordance with the Conflict of Interest Policy and the Code of Ethics Law.

4.0 RECORDS

4.1 Record Maintenance

4.1.1 Complaint records shall be maintained by the Secretary's office

4.1.2 Complaint records will be made available for OBC members' review within a reasonable amount of time, upon request.

4.1.3 Records shall be held in accordance with the open records and meetings law.

6.0 REFERENCES

6.1 Human Resources Memorandum Dated 11-21-01

6.2 Human Resources Area Manager Interpretation dated 12-09-11

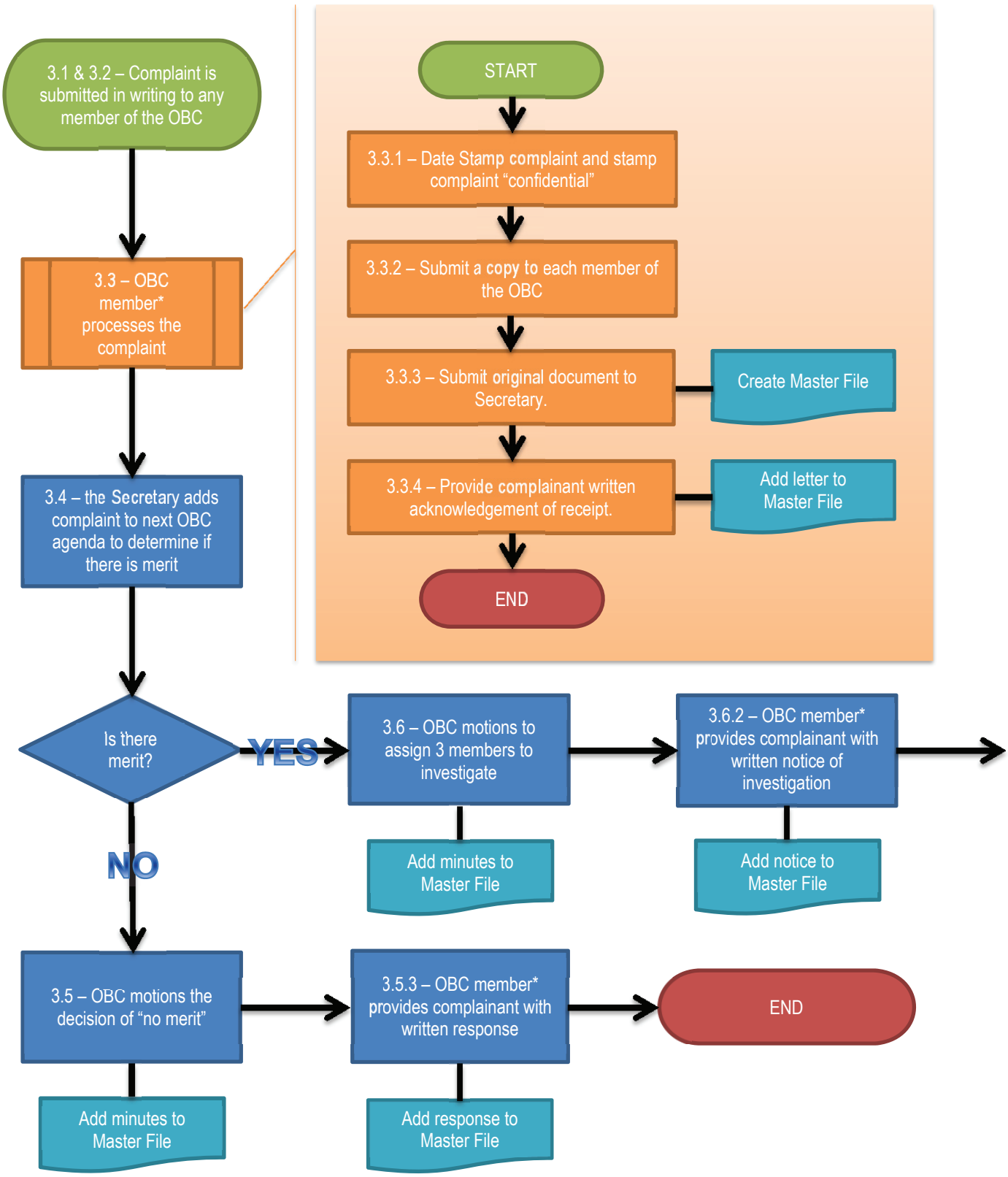
6.3 Personnel Policies & Procedures, Section V.D

6.4 Resolution 10-22-14-B

6.5 Disciplinary Process for Direct Reports of the Business Committee

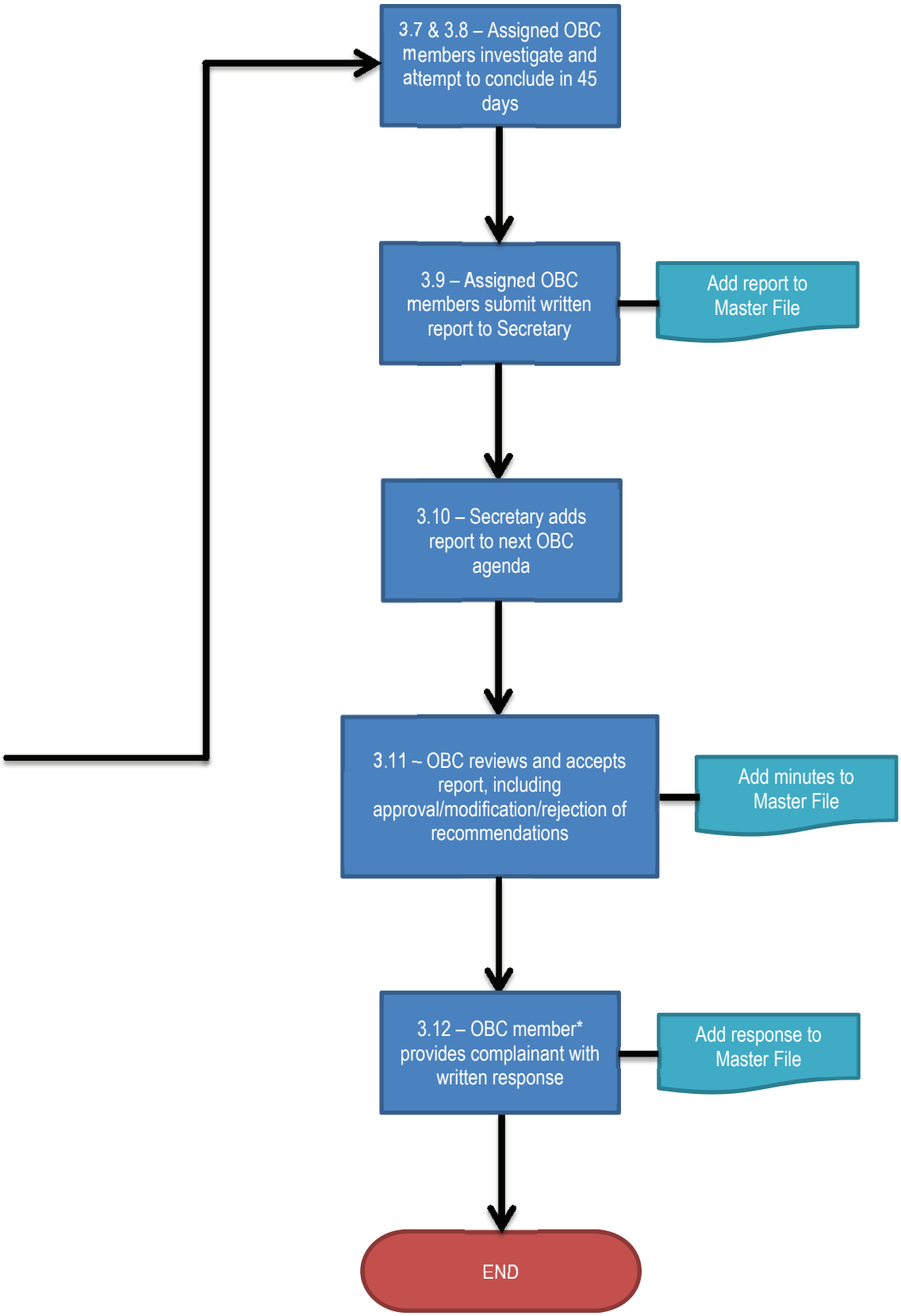
7.0 FLOW CHART

Complaint Process for Direct Reports to the Business Committee FLOWCHART



*OBC member who received the complaint

Complaint Process for Direct Reports to the Business Committee FLOWCHART



*OBC member who received the complaint

D. Adopt the revised Business Committee Standard Operating Procedure, entitled Complaint Process for Direct Reports to the Business Committee, and direct the Tribal Secretary to communicate this information to the Business Committee Direct Reports and Human Resources Department
Sponsor: Lisa Summers, Tribal Secretary

Motion by Lisa Summers to adopt the revised Business Committee Standard Operating Procedure, entitled Complaint Process for Direct Reports to the Business Committee, and direct the Tribal Secretary to communicate this information to the Business Committee Direct Reports and Human Resources Department, seconded by Trish King. Motion carried unanimously:

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

E. Approve request to post one (1) vacancy on the Oneida Gaming Commission and for the term to be carried out until August 22, 2017
Sponsor: Lisa Summers, Tribal Secretary

Motion by David Jordan to approve the request to post one (1) vacancy on the Oneida Gaming Commission and for the term to be carried out until August 22, 2017, seconded by Lisa Summers. Motion carried unanimously:

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

F. Accept Environmental Resource Board's updated prohibitions regarding violations of the Public Use of Tribal Land Law
1) Use of drugs or alcohol where prohibited
2) Camping where prohibited
3) Use of explosives where prohibited
4) Open fires where prohibited
5) Use of motorized vehicles where prohibited
6) Failure to abide by posted regulations
7) Disorderly conduct
Liaison: Tehassi Hill, Councilman

EXCERPT FROM SEPTEMBER 9, 2015: Motion by Tehassi Hill to defer this item to the Legislative Reference Office, seconded by Brandon Stevens. Motion carried unanimously.

Motion by Lisa Summers to accept the Environmental Resource Board's updated prohibitions regarding violations of the Public Use of Tribal Land Law, seconded by Brandon Stevens. Motion carried with one opposed:

Ayes: Fawn Billie, David Jordan, Trish King, Lisa Summers
Opposed: Brandon Stevens
Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster
For the record: Brandon Stevens stated I oppose the motion because there's no substantive complaint here. It's just "I don't like it". So, if there was more of something the Environmental Resource Board can really say that you don't like about it and is it too much, you know those types of things? I would just like more in a complaint so the Environmental Resource Board doesn't get...we (the Business Committee) received the complaint. I would like a little more to the complaint and that is why I oppose.

Motion by Lisa Summers to request the Environmental Resource Board Liaison to notify the Environmental Resource Board about the community concerns regarding the citation schedule, seconded by Fawn Billie. Motion carried unanimously:

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

Treasurer Trish King departs at 3:40 p.m.
Treasurer Trish King returns at 3:46 p.m.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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:

Direct the Housing Authority Executive Director to provide an update on process to exceed the FY 2016 IHP acquisition/rehabilitation limit at the May 10, 2017, regular Business Committee meeting.

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Handout will be provided at the meeting
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

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:

Motion to accept travel report from Fawn Billie and Jennifer Webster for MAST Impact Week in Washington D.C. March 21-24, 2017.

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. BC Travel Report
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Fawn Billie, Council Member

Primary Requestor/Submitter: Cathy Bachhuber, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Jennifer Webster, Council Member
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

BUSINESS COMMITTEE TRAVEL REPORT

Travel Report for: Fawn Billie Jennifer Webster

Travel Event: MAST Impact Week Meeting

Travel Location: Washington D.C.

Departure Date: 03/21/2017 **Return Date:** 03/24/2017

Projected Cost: 1925.58 FB 1885.50 JW **Actual Cost:** 1870.41 FB 1892.90 JW

Date Travel was Approved by OBC: 01/11/2017

Narrative/Background:

Councilwoman Webster and I attended MAST Impact Week meeting.

Day one, we attended the Native American Coalition Meet and Greet of Congress and ended with NRCC with keynote President Trump and Speaker Ryan.

Day 2 was spent in assembly at the National Indian Gaming Association facility with a tribal leaders roundtable. Also in attendance were, Acting Assistant Secretary Indian Affairs Mike Black-BIA, Congress members: Betty McCullom (MN 4th), Frank Palone (NJ 6th), John Moolenaar (MI 4th), and Senator Tammy Baldwin. Items discussed were: NIHB update, National Museum of American Indian update, and seeking a new Vets memorial. We had one-on-one meetings with Congress members: Mike Gallagher and Sean Duffy, NRCC Native American Coalition Majority Leader Kevin McCarthy. Addressed Skinny budget, Trumpcare, Great Lakes restoration, Back 40 mine, and housing.

Day 3 was spent in assembly in the am with Congressman Mike Gallagher, Congressman Dan Kildee (MI 5th), and Aurene Martin-Spirit Rock. Items addressed were: NARF update, Tribal Labor Sovereignty Act, Great Lakes region environmental, ICW, and prep for hill visits to meet with members of Congress.

Day 4 was a debrief of hill visits at a tribal leaders roundtable, upcoming MAST meeting in June, and an overview by Tribal Govt Affairs Dept Homeland Security Director, David T. Munro who would like to visit Oneida.

Item(s) Requiring Attention:
Monitor Trumpcare and budget approximately mid May.

Requested Action:
Motion to approve travel report.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

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:

Motion to accept travel report for Association of Community Tribal Schools in Washington D.C. April 2-4, 2017.

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. BC Travel Report
3.
2.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Fawn Billie, Council Member

Primary Requestor/Submitter: Cathy Bachhuber, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

BUSINESS COMMITTEE TRAVEL REPORT

Travel Report for: Fawn Billie

Travel Event: Association of Community Tribal Schools

Travel Location: Washington D.C.

Departure Date: 04/02/2017 **Return Date:** 04/05/2017

Projected Cost: 2,056.31 **Actual Cost:** 2,055.66

Date Travel was Approved by OBC: 03/15/2017

Narrative/Background:
I attended the Association of Community Tribal Schools meeting. I met and reviewed documents, planned discussed strategy for meetings at the Hill and DOI. Met with BIE Director, Tony Dearman, Office of Congresswoman Gwen Moore, Office of Senator Tammy Baldwin, Office of Senator Ron Johnson, Office of Representative Jim Sensensbrenner, Office of Mike Gallagher, and Office of Mark Pocan advocating for tribes and tribal organization to use local control of education for their learners to foster self-sufficiency, self-determination and sovereignty. Communicate that tribal schools are becoming successful on their own terms. Technical services to inform schools, tribes, states and Congress/Senate of specific authorization and appropriation needs of tribally controlled schools. We requested that Congress use the House numbers for the FY17 Appropriations. We also requested a 2% increase for the five accounts in the FY18 appropriations and future years. (Indian School Equalization Program, student transportation, facility operations, facility maintenance, tribal grant support costs). Concerns of expanding to a full center based 3-5 year early childhood program and rise in students every year. Sharing success stories of our tribal schools such as farm-to-table initiatives, using local produce, aquaponics education, and alternative education program.

Item(s) Requiring Attention:
Association of Community Tribal Schools seek to be placed on regional agendas with tribal leadership. Share success stories with House of Representatives/Senate.

Requested Action:
Motion to approve travel report.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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:

Accept travel report and request Intergovernmental Affairs and Communications work with Planning Department to look into the relevance of adding story maps to their communication outreach to the community.

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. 3.

2. 4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Tehassi Hill, Council Member

Primary Requestor/Submitter: Danelle Wilson, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

BUSINESS COMMITTEE TRAVEL REPORT

Travel Report for: Tehassi Hill

Travel Event: 2017 Tribal Environmental Program Management Conference

Travel Location: Chicago, Il

Departure Date: 04/03/2017 **Return Date:** 04/05/2017

Projected Cost: 0 (grant funded) **Actual Cost:** 0 (grant funded)

Date Travel was Approved by OBC: 01/25/2017

Narrative/Background:
There were several different break out sessions over the course of two days and are summarized below.

Back 40 Mine and Pipelines- There was lengthy discussions between Tribes and EPA staff about current process for permitting, regulation, abandonments, pipeline useful life expectancy, historic sites, and trust responsibility. I spoke to the fact that there is no Environmental Impact Study for all the cumulative impacts that are already permitted in our region. EPA and States permit project by project and no one knowing what could happen if something catastrophic happens in our region, causing multiple safeguards to fail. What would happen to the Great Lakes watershed? It is everyone's responsibility to assure that all people and all creation has access to clean water, clean food, safe environment, and clean air.

RTOC Caucus-
Speaker: RTOC co-chair, Mark Parish, Secretary of Pokagon Band in Michigan and Indiana.
Items discussed: NTOC- possible changes to charter for term length and or serving for two consecutive terms. EPA budget- or the lack of a budget that could be shared with tribes. EPA/tribal liaison- discussed the potential that liaisons could be tribal employees who are funded by EPA. Self-governance- Looking into 638 contracts to

assure that tribes can have flexibility in reprograming funds to assure dollars are meeting the needs of the program.

Trace Levels of Pharmaceuticals in Surface Water on Menominee Reservation-
Speaker: Jason Pyaskowit, Menominee Tribe.
Analyzed by AXYS in Vancouver, BC. One of only two labs in North America that test to the level requested, $2,500 per sample. Even undeveloped lakes have been impacted. Detected at five sample sites: Anhydrochiortetracycline (ACTC), Anhydrotetracycline(ATC), Epianhydrochlortetracycline(EACTC), Epianhydrotetracycline(EATC), Minocycline, Clinafloxacin, Anhydrochlorotetracycline, Lomefloxacin, Zidovudine, Digoxigenin, Norfloxacin, Busulfan, Melphalan, Prednisolone, DEET, Lopamidol, Amitriptyline, and Metoprolo. Although these drugs were detected in trace amounts, it is not known what the long term exposure to these drugs will have on people, fish, wildlife, and the environment.

Bed Bugs on Tribal Lands-
Speakers: Don Baumgartner, LCD, EPA and Kathleen Brosemer, Sault Ste. Marie Tribe.
14 page packet available, which covered several topics about bed bugs. TPPC improved website for resources on bed bugs. They can live a year without feeding and 120 degree heat treatment will kill bed bugs. Dogs can be used to detect bed bugs. Housekeeping staff should be trained to find bed bugs and proper records for treatment should be kept, such as fact sheet and quiz for staff and room by room record keeping for treatment.

Using Technology To Advance Invasive Species Management –
Speaker: Mike Arce, Oneida.
28 acres treated in 2013. Several boot scrubbers built to help minimize the spread of invasive species. 2014, 60 acres treated, with more appropriate sized equipment. Received a grant to cover the purchase of a drone in 2015. In 2016, 73 acres treated. Received a grant to purchase software for 3D imaging with the drone.

North Liberty Wetlands Property Restoration-
Speakers: Grant Poole and Jennifer Kanine, Pokagon Band Potawatomi.
A 500,000 acre marsh reduced to 6,000 acres. There is a documentary called Everglades of the North, that tells the story of this very important wetland complex. Pokagon's restoration project is similar to Oneida's projects. 365 acres of open prairie, 426 acres emergent wetland the total property is 1,400 acres. 63 bird species, three of which are Endangered/Threatened Species.

Tribal Natural Resources Department and Tribal College Collaboration: Assessing Sacred Fish Habitats-
Speaker: Andrew T. Kozich, Ph.D., Keweenaw Bay Ojibwa Community College.
Managing tribal natural resources, many layers of complexity compared to non-tribal natural resource management. College has 100 students. School started in 1975. Preliminary outcomes serves disadvantaged people to attain education and experience.

Story maps-
Speaker: Angela Waupochick, Stockbridge-Munsee community.
Story maps are to educate and gather community input through social media. Story maps used to show updates on wetland projects for non-technical audiences. Use ArcGIS online for templates. Key Considerations; What is your message (story)? Or is it stories? Audience? Multiple audiences? Simplify and organize into essential elements. Narratives should be clear and concise to convey the story.
*Would be a good idea for Oneida to make these Story Maps and place them on our website and social media.

Engaging and Educating Students through the Community Learning Center After school program-
Speakers: Celeste Hockings and Patricia Moran,LDF.
Focused on Natural Sciences. Activities are interactive based learning. Identifying lakes, fish, and animal tracks. Children attended the Mining alternative summit. Challenges: No structure or basic classroom management, trying to create hands on activities, different learning styles, seasonality, time management, limited areas for students to go. Successes: provided structure with a schedule, provided classroom etiquette with rules, through time, came respect, classroom size changes, engage students with current events in LDF, bringing in the culture helped with students thought processes, had students come back, saw positive changes in the students.

Environmental Justice in Region 5-
Speaker: Alan Walt, Office of Environment and Compliance, EPA Region 5.
Goal 1- deepen Enivronmental Justice in EPA programs. Goal 2- Work with partners. Goal 3- Demonstrate measurable progress. By the end of 2017, EPA will have identified tribes and indigenous peoples organizations interested in working with EPA to address their environmental justice concerns. By 2018, EPA will have developed and implemented a set of indicators to tract EPA's efforts to address Environmental Justice concerns of tribes.

Going Organic-
Speakers: Carol Staniec, Region 5 Land and Chemical Division. Kyle Boone, Pokagon. Stan Ellison, Shakopee Mdewakanton Sioux Community.
Why go organic? Pokagon band member life expectancy is 60 years. Diet contributes to overall health and life expectancy. Member purchase garden plot, they do not garden themselves, the organic gardener grows the food, and the member gets the produce grown on their plot. Four farms came together to put a bid in to farm all the 1,040 acres for Pokagon, which includes the transitioning fields to organic. Pokagon signed up their fields with Fieldwatch. Other related initiatives, solid waste reduction, composting, food wastes, leaves and grass clippings, Community gardens, raised beds for youth and elders.
Stan- Composting and organic gardening. There are no federal regulations about composting, except for municipal sanitary sewer solids. Composting needs to reach 130 degrees and be rotated 5 times in 15 days to be considered compost. Conducted a

Bioassay that show the potential for herbicides to survive other commercially produced compost. Shakopee runs a 20 acre composting facility. Compost from their facility does allow plants to germinate and leaf out. Compost is used for the 40 acre organic farm, and is sold commercially.

Regional Climate change monitoring strategy/network-
Speaker: Shane Bowe, Red Cliff.
Work shop June 12-15 Fond du Lac. Document revision, Hands on training. Travel stipends available $500. Funding for phenocams.

Item(s) Requiring Attention:
Click here to enter text.

Requested Action:
Accept travel report and request Intergovernmental Affairs and Communications work with planning to look into the relevance of adding story maps to their communication outreach for the community.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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 travel for six (6) Election Board Members, one (1) OPD Officer, and one (1) Enrollments Dept staff for the 2017 primary of May 6th (travel May 5-7) and general election of July 8th (travel July 7-9).

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: Racquel Hill, Election Board Chairperson
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Oneida Nation
Oneida Election Board

MEMORANDUM

To: Business Committee

From: Racquel Hill, Election Board Chairperson RH

Date: April 21, 2017

Subject: Travel Information for 2017 General Election

On behalf of the Oneida Election Board, I hereby respectfully request approval for travel to the Milwaukee polling site for both the 2017 primary scheduled for May 6, 2017 and the 2017 general election scheduled for July 8, 2017.

To be in compliance with the Election Law in regards to the election process, six (6) Election Board Members (including alternates) are required, one (1) Enrollments Department staff will be there to assist in the voter registration process, and one (1) Oneida Police Officer will be there for a total of eight (8).

Costs will include hotel, mileage, per diem for Friday (5/5/17) and Sunday (5/7/17).

PO Box 365 • Oneida, WI 54155-0365
oneida-nsn.gov

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 04 / 26 / 17 ☐ e-poll requested

2. General Information:

Event Name: NCAI - 2017 Mid Year Conference & Marketplace

Event Location: Uncasville, CT

Attendee(s): Lisa Summers

Departure Date: Jun 11, 2017

Attendee(s): additional OBC member

Return Date: Jun 15, 2017

Attendee(s): additional OBC member

3. Budget Information:

☒ Funds available in individual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $ 1,905.00

```
Registration: $ 375 (early bird, member rate)
Hotel:        $  98/night
PerDiem:      $  64/full day
Flight:       $ 700/roundtrip
Car Rental:   $ 450 (split between travelers)
```

4. Justification:

☐ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☒ Advancing Onʌyoteʔa·ka Principles

☐ Creating a Positive Organizational Culture

☐ Committing to Building a Responsible Nation

☒ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

Please see attached agenda.

Sovereign Infrastructure: Building Our Communities through Our Values

Theme: As we return to the Eastern Region – one of the earliest places of contact – we reflect on the strength and vision it takes to live our values in the face of change and to construct our communities in ways that reflect who we are as peoples. A driving question for this year's Forum is:

- What investments in the built environment, workforce, systems, and networks enable tribal nations to thrive?
- How can we use research and data to construct value-based communities and organizations that support the exercise of sovereignty?

5. Submission

Sponsor: Lisa Summers, Tribal Secretary

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

2017 NCAI Mid Year Conference & Marketplace | Uncasville, CT | June 12-15

Mohegan Sun, 1 Mohegan Sun Blvd

DRAFT 3/7/2017

Sunday, June 11

1:00pm - 5:00pm	NCAI Executive Board Meeting

Monday, June 12

8:00am - 4:00pm	Registration/Rules & Credentials/Resolutions Open
9:00am - 5:00pm	Pre-Meetings
12:00pm - 1:00pm	New Member Orientation
6:00pm - 8:00pm	Welcome Reception

Tuesday, June 13

7:30am - 5:00pm	Registration/Rules & Credentials/Resolutions Open
8:30am - 12:00pm	First General Assembly
9:00am - 5:00pm	Marketplace Open to Public
1:30pm - 4:00pm	Concurrent Breakouts
4:15pm - 6:15pm	Subcommittee Meetings
6:30pm - 9:00pm	Cultural Celebration

Wednesday, June 14

7:15am - 8:15am	Regional Caucus Meetings
7:30am - 5:00pm	Registration/Rules & Credentials/Resolutions Open
8:30am - 12:00pm	Second General Assembly & 12th Annual Tribal Leader/Scholar Forum
9:00am - 5:00pm	Marketplace Open to Public
1:30pm - 4:00pm	Concurrent Breakouts
4:15pm - 6:15pm	Full Committee Meetings
6:30pm - 8:00pm	Special Evening Receptions, Sessions, & Meetings

Thursday, June 15

7:15am - 8:15am	Regional Caucus Meeting (Optional)
8:30am - 12:30pm	Third General Assembly
8:00am - 12:00pm	Indian Arts and Crafts Open
12:30pm	Adjourn

Monday, June 12

8:00-4:00 **Registration/Rules & Credentials Open**
Ballroom Foyer

9:00-12:00 **Large Land Base Tribal Nations Task Force**
Oneida Room
The purpose of the Large Land Base Tribal Nations Task Force is to strengthen the ability of NCAI to advocate for the unique issues of the large land base tribes and to foster unity and cooperation among all tribes to preserve tribal sovereignty, lands, culture, and quality of life for all. The Task Force will govern its own proceedings consistent with this purpose.

9:00-12:00 **TANF Task Force**
Paughussett Room
The NCAI Tribal TANF Task Force will discuss Administrative and legislative priorities with the goal of improving the function of TANF programs at the tribal level. The TANF Task Force has consistently supported goals to increase tribes' authority to administer their own family support and work readiness programs to serve tribal children and families.

9:00-12:00 **NCAI Task Force on Violence Against Women**
Passamaquoddy Room
The Violence Against Women Task Force serves as a unified tribal voice opposed to violent crimes perpetrated against Native women. This meeting will focus on updates regarding the implementation of the Violence Against Women Reauthorization Act of 2013, and will also discuss strategy surrounding continued advocacy efforts including protecting our Alaska Native sisters, international women's issues, and funding for critical programs.

9:00-12:00 **Substance Abuse Prevention Task Force**
Narragansett Room

9:00-4:00 **Tribal Child Welfare Governance Training**
Nehantic Room

DRAFT

10:00-4:00 **Building Tribal Research & Evaluation Capacity**

Pequot Room

Each year, the NCAI Policy Research Center (PRC) creates a space for its research and advocacy partners to share and coordinate information, data tools, and case studies to advance policy research in Indian Country. This year, both national and international perspectives on indigenous data governance and evaluation will be featured. In the afternoon, the PRC will highlight the results of the National Survey of Tribal Data Practices and share other insights learned from the "Using Science to Build Tribal Capacity for Data-Intensive Research" project, funded by the National Science Foundation.

Indigenous Nation Data Governance: Data for Nation Rebuilding
Desi Rodriguez-Lonebear
Dr. Stephanie Rainie

Indigenous Sovereignty over Evaluation and Policy Studies
Dr. Nicole Bowman

Beyond Evidence-Based: Insights on Federal Roles in Supporting Tribal Research & Evaluation
Christine Crossland
Steven Hafner

12:00-1:00 **New Member Orientation**

Penobscot Room

All members and officers are invited to this welcome session for new members of NCAI and a briefing on membership, committees, voting, and process.

Robert Holden, Deputy Director, NCAI
John Dossett, General Counsel, NCAI
Juanita Ahtone, Chair, Resolutions Committee, NCAI
Yvonne Oberly, Chair, Rules and Credentials, NCAI

1:00-4:00 **Federal Recognition Task Force**

Passamaquoddy Room

The Federal Recognition Task Force was established to address the interests of all tribes, both federally and non-federally recognized, on any recommended changes to policies, procedures, or strategic plans in the federal recognition process. The Task Force will continue work on implementation of the current proposals from the Department of the Interior to modify the federal acknowledgment process.

1:00-5:00 **TRAINING: Emergency Management Overview for Tribal Leaders**

Narragansett Room

The Department of Homeland Security Federal Emergency Management Agency (FEMA) will deliver a four-hour course designed for tribal leaders seeking to successfully prepare for, respond to, and recover from incidents and disasters. This four-hour course is designed to help tribal leaders understand how effective emergency management can improve the sustainability of their tribal community and better protect tribal citizens, lands, culture, and sovereignty. Upon completion of the course, participants submitting an application will be e-mailed an EMI certificate of completion for .4 CEUs. Space is limited to 25 participants. For more information on how to sign up for the course, contact Jay LaPlante, 425-487-4540, jay.laplante@fema.dhs.gov, or Katie Hirt, 202-447-1164, katie.hirt@dhs.gov.

4:00-5:00 **NCAI Committee and Subcommittee Chairs Meeting with Resolutions Committee**

DRAFT

Penobscot Room
NCAI requests that all committee and subcommittee chairs attend this important meeting. We will focus on using the committees to assist in preparing a Transition Plan for the next Administration.

4:00-6:00 **NCAI Youth Meet & Greet**
Nimpuc 2 Room
Come get to know other Native youth from across Indian Country! All youth in attendance are invited.

6:00-8:00 **Welcome Reception**

Join us to kick off the welcome to the 2017 Mid Year Conference! Come enjoy great food and great company!

DRAFT

Tuesday, June 13

7:30-5:00	**Resolutions Office Open** *Montauk Room*
	Registration/ Rules & Credentials Open *Ballroom Foyer*
8:00-8:30	**Emerging Leaders Gathering** *Ballroom Foyer*
8:30-4:00	**Elders' Lounge Open** *Nipmuc 1 Room*
9:00-5:00	**Marketplace Open** *Salon D*

8:30-12:00	First General Assembly	Salon A and B
8:30	**Call to Order** Brian Cladoosby, President, NCAI	
	Presentation of the Colors	
	Honor Song	
8:40	**Invocation**	
	Welcome	
	Welcome from Local Officials	
9:30	**Rules of the Convention** Yvonne Oberly, Chair, NCAI Rules & Credentials Committee	
	Resolutions Process Report Juanita Ahtone, Chair, NCAI Resolutions Committee	
9:45	**President's Report** Brian Cladoosby, President, NCAI	
10:00	**Executive Director's Report** Jacqueline Johnson Pata, Executive Director, NCAI	
10:15	**Administration Update**	
11:00	**Health Care Reform Panel**	
11:30	**Tribal Leader Discussion**	

12:00 **Lunch Recess**

1:30-4:00 **Concurrent Breakout Sessions**

Envisioning the Future of Indian Education
Shinnecock Room
In this session participants will discuss the current climate of education and how tribes can capitalize on discussions surrounding local control of education to enhance educational experiences and outcomes for Native youth.

Permitting Impacts to Tribal Lands
Schagticoke Room

Indian Country Borders
Nehantic Room

First Kids 1st Initiative
Passamaquoddy Room
Each of us has a responsibility towards our Native youth at the individual, tribal and community level. Join NCAI and our founding partners (NICWA, NIEA, NIHB) to discuss the Native Children's Policy Agenda and best practices throughout Indian Country that highlight the impact we have on the future of our youth when we put our First Kids 1st.

Where Healing Really Begins: Why Our Mental Health, Well-Being and Resilience Demands Our Attention
Pequot Room
A guiding blueprint that will assist in strengthening policies and programs, aligning disparate resources, and facilitating collaboration, the Tribal Behavioral Health Agenda (TBHA) is organized around five foundational elements that provide both context and direction. Come participate in a discussion about the TBHA and how our culture and community are keys to success.

4:15-6:15 **SUBCOMMITTEE MEETINGS** *closed to press*
Subcommittees can meet as full committees if they so choose.

Disabilities/Elders – *Nipmuc 1 Room*
Economic Development, Finance, & Employment – *Wampanoag Room*
Education – *Brothertown Room*
Energy & Mineral Policy – *Narragansett 2 Room*
Environmental Protection & Land Use – *Narragansett 1 Room*
Health – *Oneida Room*
Housing – *Nipmuc 2 Room*
Human, Religious & Cultural Concerns – *Pequot Room*

Indian Child & Family Welfare – *Paughusset Room*
Jurisdiction & Tribal Government – *Penobscot Room*
Taxation – *Passamaquoddy Room*
Technology & Telecommunications – *Salon C1*
Transportation & Infrastructure – *Nehantic Room*
Tribal Gaming – *Salon C2*
Trust Lands, Natural Resources, & Agriculture – *Shinnecock Room*
Veterans – *Schagticoke Room*

6:30-9:00 **Cultural Night**

Come out for a fun and exciting evening hosted by the Local Planning Committee. They have arranged for a celebration of the local languages, culture, and people. You won't want to miss it!

DRAFT

Wednesday, June 14

6:45 **Sunrise Ceremony**

The NCAI Sunrise Ceremony will be held as a part of the observances and ceremonies during the National Days of Prayer to Protect Native American Sacred Places. The public is invited to attend NCAI's respectful observance to honor sacred places, sacred beings and sacred waters, and all those who care for them and protect them from harm.

7:15-8:15 **Regional Caucus Meetings** *closed to press*
Alaska Region – *Narragansett 1 Room*
Eastern Oklahoma Region –*Schaghticoke Room*
Great Plains Region – *Nehantic Room*
Midwest Region – *Pequot Room*
Northeast Region – *Shinnecock 2 Room*
Northwest Region – *Narragansett 2 Room*
Pacific Region – *Oneida Room*
Rocky Mountain Region – *Shinnecock 1 Room*
Southeast Region – *Passamaquoddy Room*
Southern Plains Region – *Brothertown Room*
Southwest Region – *Paughusset Room*
Western Region – *Penobscot Room*

7:30-5:00 **Resolutions Open**
Montauk Room

Registration/ Rules & Credentials Open
Ballroom Foyer

8:00-8:30 **Emerging Leaders Gathering**
Ballroom Foyer

8:30-4:00 **Elders' Lounge Open**
Nimpuc 1 Room

9:00-5:00 **Marketplace Open**
Salon D

8:30-12:00	Second General Assembly	Salon A and B
8:30	**Call to Order** Fawn Sharp, First Vice-President, NCAI	
	Invocation	
	Announcements	

DRAFT

9:00 **NCAI Policy Research Center Report**

9:10

NCAI's 12th Annual Tribal Leader/Scholar Forum

Through the Looking Glass: The Nexus of Economic Impacts, Peoples & Policy

Tribal leaders have emphasized the importance of accessing quality data and research to inform their decisions in infrastructural planning, economic development and the delivery of government services. In this session, we will take a critical look at research that models both present and future realities for tribal nations and peoples.

Economic Costs & Opportunities Lost: Tribal Infrastructural Needs in the 21st Century
Dr. Dick Todd

Why Beggar Thy Indian Neighbor? The Case for Tribal Primacy in Taxation in Indian Country
Kelly S. Croman
Jonathan Taylor

A Health Economic Analysis of an ACA Repeal & Replace
Dr. Tim McBride

11:30 **Tribal Leader Discussion**

12:00 **Lunch Recess**

12:00-1:00 **Poster Session**
Ballroom Foyer
Tribal Leaders continually share how much they value engaging with numerous scholars across varied research disciplines in a condensed period of time. The poster session creates a supportive environment for learning between presenters and other attendees. Participants walk from one poster to another to hear poster presenters share cutting-edge research in a short (and meaningful!) period of time.

1:30-4:00 **Concurrent Breakout Sessions**

What is our Economic Base? Mapping Industries and Capital on Tribal Lands
Salon C1

Presenters:
Tribal-County Comparisons in Workforce Opportunity: Questions of Infrastructure and Social Capital
Dr. Dick Todd, Community Development & Center for Indian Country Development, Federal Reserve Bank of Minneapolis

Spatial Economic Data on Industries on Indian Reservations
Dr. Lawrence Gross &Mariah Tso, University of Redlands

Community Integrity through Community Investment: Insights from a Native CDFI
Jonathan Taylor

Serving our Students: New Futures for Tribal Education & Policy
Nehantic Room

Presenters:
The Future of Ed: What do Charter Schools mean for Indian Country?
Diana Cournoyer, National Indian Education Association

The Misidentification of AI/ANs: Tracking and Supporting Native Students
Barbara Aston
Dr. Yolanda Bisbee
Laura John
Sara Marie Ortiz
Patricia Whitefoot

Reflections on the School-to-Prison Pipeline
Dr. Dan Losen, Center for Civil Rights Remedies, UCLA Civil Rights Project

Building Tribal Data Infrastructure
Narragansett Room

Presenters:
Laying the Groundwork: Why Tribes Need Data & Research
Desi Rodriguez-Lonebear, University of Arizona & University of Waikato

Culturally-Grounded Research to Guide Substance Abuse and Violence Prevention
Shanondora Billiot, Yale University

Tracking Victims of Sex Trafficking
Jim Walters, AMBER Alert Training & Technical Assistance Program
Dr. Dominique Roe-Sepowitz, Arizona State University School of Social Work

Mapping the Needs of Urban Indian Populations
Dr. Christie Poitra, Native American Institute, Michigan State University

Using Data to Sustain Our Shared Natural Resources
Salon C2

Presenter:
Engaging Tribal Nations for Regional Ocean Planning
Kelsey Leonard, McMaster University

A Renewed Vision for Renewable Energies
Schagticoke Room

Presenter:
Renewable Energy Service Companies for Indian Country
Dean Suagee, Hobbs, Straus, Dean & Walker LLP

4:15-6:15 **FULL COMMITTEE MEETINGS** *closed to press*

Economic, Finance & Community Development – *Nehantic Room*
Human Resources – *Shinnecock Room*
Land & Natural Resources – *Passamaquoddy Room*
Litigation & Governance – *Schaghticoke Room*
Veterans – *Brothertown Room*

DRAFT

Thursday, June 15

7:15-8:15 **Regional Caucus Meetings ***Optional**** *closed to press*
Alaska Region – Narragansett 1 Room
Eastern Oklahoma Region –Schaghticoke Room
Great Plains Region – Nehantic Room
Midwest Region – Pequot Room
Northeast Region – Shinnecock 2 Room
Northwest Region – Narragansett 2 Room
Pacific Region – Oneida Room
Rocky Mountain Region – Shinnecock 1 Room
Southeast Region – Passamaquoddy Room
Southern Plains Region – Brothertown Room
Southwest Region – Paughusset Room
Western Region – Penobscot Room

8:00-8:30 **Emerging Leaders Gathering**
Ballroom Foyer

8:30-12:30 **Elders' Lounge Open**
Nimpuc 1Room

9:00-12:00 **Indian Arts and Crafts Open**
Uncass Ballrrom Foyer

8:30-12:00	Third General Assembly	Salon A and B
8:30	**Call to Order**	
	W. Ron Allen, Treasurer, NCAI	
	Invocation	
	Annoucements	
8:50	**Supreme Court Project Update** John Dossett, General Counsel, National Congress of American Indians John Echohawk, Executive Director, Native American Rights Fund	
9:10	**Permitting in Indian Country**	
10:15	**Committee Reports** Economic, Finance & Community Development Committee Human Resources Committee Litigation & Governance Committee Land & Natural Resources Committee Veterans Committee	
12:15	**Retire Colors**	

DRAFT

	Closing Invocation
12:30	**Adjourn 2017 Mid Year Conference**

DRAFT

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 04 / 26 / 17 ☐ e-poll requested

2. General Information:

Event Name: WI Department of Health State/Tribal Consultation

Event Location: Hayward, WI

Attendee(s): Melinda J. Danforth

Departure Date: May 9, 2017

Attendee(s): Jennifer Webster

Return Date: May 10, 2017

Attendee(s):

3. Budget Information:

☒ Funds available in individual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $300 per person

4. Justification:

☒ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☒ Advancing Onʌyoteʔa·ka Principles

☐ Creating a Positive Organizational Culture

☒ Committing to Building a Responsible Nation

☐ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

The Oneida Business Committee has deemed the tribal waiver we are pursuing with the State of Wisconsin a legislative priority. The DHS Secretary and her staff will be providing an update on the tribal waiver and seeking input of the Tribes.

5. Submission

Sponsor: Melinda J. Danforth, Tribal Vice Chairwoman

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 04 / 26 / 17 ☐ e-poll requested

2. General Information:

Event Name: Region 5 HHS Consultation

Event Location: New Buffalo, MI

Attendee(s): Melinda J. Danforth

Departure Date: Jun 14, 2017

Attendee(s): Jennifer Webster

Return Date: Jun 16, 2017

Attendee(s):

3. Budget Information:

☒ Funds available in individual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $500 per person

4. Justification:

☒ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☒ Advancing Onʌyoteʔa·ka Principles

☐ Creating a Positive Organizational Culture

☒ Committing to Building a Responsible Nation

☐ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

The Oneida Business Committee has deemed that the tribal waiver we are pursuing with the State of WI is a top priority legislatively. The consultation will provide direct access to the Region 5 HHS Administration whereby we can relay the challenges and issues we are facing in a one on one setting. The consultation also gives us an opportunity to understand the challenges the Tribes face in the health care area which then can be used as discussion points for the MAST Health Board, TTAG and any other committees we are appointed to.

5. Submission

Sponsor: Melinda J. Danforth, Tribal Vice Chairwoman

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

SAVE THE DATE

JUNE 15-16TH, 2017

U.S. Department of Health & Human Services (HHS)

&

Midwest Alliance of Sovereign Tribes (MAST)

2017 Midwest Tribal Consultation Session

Four Winds Casino Resort
11111 Wilson Rd,
New Buffalo, MI 49117

Thursday, June 15th & Friday June 16th

1-866-4WINDS1 (494-6371) and mention group code 0617HHS to make room reservations

Questions – Contact HHS at 312-353-5160 or MAST at 715-787-4494

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Travel Request

☐ Accept as Information only

☒ Action - please describe:

Enter E-Poll results into the record for approved travel request – Councilman David Jordan – Republican Congressional Luncheon – Washington D.C. – April 25-27, 2017

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. E-mails with request and results
2. Agenda request form for E-Poll with backup
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: Requestor: David Jordan, Councilman
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Submitted by: Heather Heuer, Info. Mgmt. Spec./BC Support Office
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
On Tuesday, April 11, 2017 at 9:11 a.m., the following E-Poll was conducted:

Summary:
Councilman David Jordan respectfully requests approval to attend the Republican Congressional Luncheon in Washington D.C. from April 25-27, 2017.

Justification for E-Poll: The next Business Committee meeting agenda that this item could be placed on for approval is April 26, 2017, which is during the dates of the travel.

Requested Action:
Approve travel request – Councilman David Jordan – Republican Congressional Luncheon – Washington D.C. – April 25-27, 2017.

Deadline for response:
Responses are due no later than 4:30 p.m., April 11, 2017.

As of the deadline, below are the responses:

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

REQUESTED ACTION
Enter E-Poll results into the record for approved travel request – Councilman David Jordan – Republican Congressional Luncheon – Washington D.C. – April 25-27, 2017

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

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

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

BC_Agenda_Requests

From: TribalSecretary
Sent: Tuesday, April 11, 2017 4:32 PM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Debbie J. Melchert; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore; BC_Agenda_Requests
Subject: E-POLL RESULTS: Travel request - DJ - Repub. Congressional Luncheon - D.C. - April 25-27
Attachments: BC E-POLL FOR GOP LUNCHEON.PDF

Categories: Next Meeting

E-POLL RESULTS

The E-Poll request to approve the travel request for Councilman David Jordan to attend the Republican Congressional Luncheon in Washington D.C. from April 25-27, 2017, **has been approved**. As of the deadline, below are the results:

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

Heather Heuer
Information Management Specialist
Business Committee Support Office (BCSO)

CONFIDENTIALITY NOTICE: This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.

From: TribalSecretary
Sent: Tuesday, April 11, 2017 9:11 AM
To: TribalSecretary <TribalSecretary@oneidanation.org>; Brandon L. Yellowbird-Stevens <BSTEVENS@oneidanation.org>; Cristina S. Danforth <tdanfort@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Fawn J. Billie <fbillie@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Lisa M. Summers <LSUMMER2@oneidanation.org>; Melinda J. Danforth <MDANFORJ@ONEIDANATION.org>; Patricia M. King <TKING@ONEIDANATION.org>; Ronald W. Hill <RHILL7@oneidanation.org>
Cc: Debbie J. Melchert <DMELCHER@oneidanation.org>; Brian A. Doxtator <BDOXTAT2@oneidanation.org>; Cathy L. Bachhuber <CBACHHUB@oneidanation.org>; Danelle A. Wilson <DWILSON1@ONEIDANATION.org>; Jessica L. Wallenfang <JWALLENF@oneidanation.org>; Leyne C. Orosco <lorosco@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Lora L. Skenandore <LSKENAN3@oneidanation.org>; Michael T. Debraska <mdebrask@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Tammy M. Skenandore <tskenan9@oneidanation.org>

Subject: E-POLL REQUEST: Travel request - DJ - Repub. Congressional Luncheon - D.C. - April 25-27
Importance: High

E-POLL REQUEST

Summary:
Councilman David Jordan respectfully requests approval to attend the Republican Congressional Luncheon in Washington D.C. from April 25-27, 2017.

Justification for E-Poll: The next Business Committee meeting agenda that this item could be placed on for approval is April 26, 2017, which is during the dates of the travel.

Requested Action:
Approve travel request – Councilman David Jordan – Republican Congressional Luncheon – Washington D.C. – April 25-27, 2017.

Deadline for response:
Responses are due no later than **4:30 p.m., today, April 11, 2017**.

Voting:
1. Use the voting button above, if available; OR
2. Reply with "support" or "oppose".

Heather Heuer
Information Management Specialist
Business Committee Support Office (BCSO)

CONFIDENTIALITY NOTICE: This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 04 / 26 / 17 ☒ e-poll requested

2. General Information:

Event Name: Republican Congressional Luncheon

Event Location: Washington, DC

Attendee(s): David Jordan

Departure Date: Apr 25, 2017

Attendee(s):

Return Date: Apr 27, 2017

Attendee(s):

3. Budget Information:

☒ Funds available in indivdual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $1,58140

4. Justification:

☐ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☐ Advancing Principles

☐ Creating a Positive Organizational Culture

☐ Committing to Building a Responsible Nation

☐ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

Request approval to attend the Republican Party of Wisconsin luncheon and dinner with Representatives Paul Ryan and Mike Gallagher.

Airfare - $293.60; Hotel - $908.90; Mileage - $128.40; Parking - $26.00; Taxi - $50.00; Checked Baggage - $50.00; Per Diem - $124.50

Lowest Airfare from Green Bay is $690.00.
Airfare from Milwaukee, Parking and Mileage is $448.00. Savings of $242.00.

5. Submission

Sponsor: David Jordan, Council Member

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

MikeGALLAGHER
FOR CONGRESS

Please Join Us For A Luncheon With

Congressman Mike Gallagher

With Special Guest

Speaker Paul D. Ryan

In Support of Mike Gallagher for Wisconsin

April 26, 2017
12:30 p.m.

Location will be provided upon RSVP

Host: $5,000 Multicandidate PAC or $2,700 Personal
Co-Host: $2,500 PAC or $1,000 Personal
Attendees: $1,000 PAC or $500 Personal

Kindly RSVP to Mary at marym@mikeforwisconsin.com or 202-549-1374
Or Return the attached reply card

Contributions to Mike Gallagher for Wisconsin are not deductible for federal income tax purposes. By law, the maximum amount an individual may contribution is $2,700 per election person ($5,400 per person or $10,800 per couple). Federal multi-candidate PAC's may contribute $5,000 per election ($10,000 per PAC). Federal law requires us to obtain and report the name, mailing address, occupation and name of employer for reach individual whose contributions aggregate in excess of $200 per election cycle. Contributions from corporations, national banks, labor unions, foreign nationals and federal government contractors are prohibited by law.

Paid for by Mike Gallagher for Wisconsin

You are cordially invited to
a reception in support of the

Republican Party of Wisconsin

with Special Guest

SPEAKER PAUL RYAN

Invited Special Guests:

Senator Ron Johnson
Congressman Glenn Grothman
Congressman Jim Sensenbrenner
Congressman Sean Duffy
Congressman Mike Gallagher

With Hosts:

Senate Majority Leader Scott Fitzgerald, Speaker Robin Vos, Senate Assistant Majority Leader Senator Leah Vukmir, Majority Leader Rep. Jim Steineke, and Joint Finance Co-Chairs Senator Alberta Darling and Rep. John Nygren

Wednesday, April 26, 2017
5:00 p.m. - 6:00 p.m Host Reception
6:00 p.m. - 7:00 p.m. General Reception

At the Office of BGR Group, The Homer Building, Eleventh Floor South
601 Thirteenth Street NW, Washington, DC 20005
(Parking available in garage on G Street)

Donation Levels:

$5,000 to Host (includes up to 4 attendees for Host & General Reception)
$2,500 to Sponsor (includes up to 2 attendees for Host & General Reception)
$1,000 per person to attend
All PAC and Individual Donations are appreciated

Please make checks payable to:
Republican Party of Wisconsin-Federal Account
148 East Johnson Street, Madison, WI 53703

Please RSVP to the Republican Party of Wisconsin:
Judi Rhodes (608-257-8035 | judi@rhodesstrategies.com) - *or* -
Melanie Hubbard (608-279-1275 | mhubbard@wisgop.org)

Paid for by the Republican Party of Wisconsin, 148 E. Johnson St., Madison, Wisconsin 53703 and not authorized by any candidate or candidate's committee.

Advisory: U.S. DOT Bans Samsung Note 7 Device

DELTA DELTA

MY TRIPS BOOK A TRIP FLIGHT STATUS CHECK IN SIGN UP LOG IN

BOOK A TRIP

BEST FARE GUARANTEE

Start Over Flights Passengers Extras Payment

FLIGHTS

TUE 25 APR

MKE ▸ DCA
12:44 PM 5:00 PM

DL 2466, DL 1863
3h 16m | 1 STOP

Main Cabin (X) |
Main Cabin (X)
Changeable / Nonrefundable

▾ Details

View Seats

Complete Delta Air Lines Baggage Information

DEPARTS Tue, 25 Apr | 12:44 PM from Gen Mitchell Intl (MKE)
ARRIVES Tue, 25 Apr | 2:55 PM at Detroit Metro Arpt (DTW)
FLIGHT DL 2466 | 1h 11m |
AIRCRAFT Boeing 717-200 | View Seats | Meal Services

35m Layover in Detroit, MI | You change planes in DTW

DEPARTS Tue, 25 Apr | 3:30 PM from Detroit Metro Arpt (DTW)
ARRIVES Tue, 25 Apr | 5:00 PM at Ronald Reagan Washington National Arpt (DCA)
FLIGHT DL 1863 | 1h 30m |
AIRCRAFT MD-88 | View Seats | Meal Services

THU 27 APR

DCA ▸ MKE
06:25 AM 10:18 AM

DL 1368, DL 517
4h 53m | 1 STOP

Main Cabin (U) |
Main Cabin (U)
Changeable / Nonrefundable

▾ Details

View Seats

Complete Delta Air Lines Baggage Information

DEPARTS Thu, 27 Apr | 06:25 AM from Ronald Reagan Washington National Arpt (DCA)
ARRIVES Thu, 27 Apr | 08:11 AM at Minneapolis-St Paul Intl (MSP)
FLIGHT DL 1368 | 2h 46m |
AIRCRAFT MD-90 | View Seats | Meal Services

55m Layover in Minneapolis/St Paul, MN | You change planes in MSP

DEPARTS Thu, 27 Apr | 09:06 AM from Minneapolis-St Paul Intl (MSP)
ARRIVES Thu, 27 Apr | 10:18 AM at Gen Mitchell Intl (MKE)
FLIGHT DL 517 | 1h 12m |
AIRCRAFT MD-88 | View Seats | Meal Services

Price per Passenger	$230.70
Taxes, Fees and Charges	$62.90

GET MORE IN
DELTA COMFORT+™.
Enjoy more legroom, Sky Priority® boarding access and complimentary premium drinks.
$42.25
per person each way.
UPGRADE

FLY IN
FIRST CLASS.
Enjoy personalized service, Premium Boarding and spacious seats.
$223.00
per person each way.
UPGRADE

Total Price $293.60 USD

SPECIAL OFFER

Earn $100 Statement Credit and 30,000 Bonus Miles
Apply for the Gold Delta SkyMiles Credit Card from American Express

- **$100 Statement Credit** after you use your new Card on a Delta purchase in your first 3 months*
- **30,000 bonus miles** after you make $1,000 in purchases on your new Card within your first 3 months

Statement Credit*	-$100.00
Total After Statement	

MENU

RENAISSANCE WASHINGTON DC DOWNTOWN HOTEL

Renaissance Washington, DC Downtown Hotel

Reservation Step 1 of 3

Room(s) held for: 14:34

Review Reservation Details

Book Now

1. Your selection

Check in: Tuesday, April 25, 2017
Check out: Thursday, April 27, 2017

Room(s): 1
Guest(s) per room: 1
Room type(s): Guest room, 1 King or 2 Double
Edit • Room details

2. Your requests

Request(s) Unavailable	Room 1		
1 King Bed			

Pending Request(s)	Room 1		
High Floor Room	✔		

Please note	Room 1		
Qualifying Rate ID Required	✔		

Edit Request(s)

3. Summary of Charges

1 room(s) for 2 night(s) Prices in USD

Tuesday, April 25, 2017	396.90
Wednesday, April 26, 2017	396.90
Total cash rate	793.80
Total taxes and fees	115.10
Total for stay in hotel's currency	**908.90** USD

Our best rate. Guaranteed.

Rate details Changes to your reservation are not permitted. Please note that you may cancel your reservation for no charge until April 11, 2017. Learn more

Additional Charges
On-site parking, fee: 35 USD daily
Valet parking, fee: 45 USD daily
Changes in taxes or fees implemented after booking will affect the total room price.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

2. General Information:

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

Agenda Header: Travel Request

☐ Accept as Information only

☒ Action - please describe:

Enter E-Poll results into the record for approved travel request – Secretary Summers, Councilman Hill, and Councilwoman Webster - OTIE Welcome and Orientation - Milwaukee, WI - April 20-21, 2017

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. E-mails with request and results
2. Agenda request form for E-Poll with backup
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. Spec./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
On Tuesday, April 11, 2017 at 9:51 a.m., the following E-Poll was conducted:

Summary:
Oneida Total Integrated Enterprises LLC (OTIE) is holding a Board of Managers Welcome & Orientation next week. The Oneida Business Committee (OBC) was invited to attend.

- Welcome will be in Milwaukee, WI, on Thursday, April 20, 2017.
  - Time and place to be determined, but this event will be held in the evening.
- Hotel accommodations will be made a the Crown Plaza Milwaukee West.
- Orientation will be on Friday, April 21, 2017.
  - Start time is tentatively at 8:00 a.m. and will be held at the Milwaukee Office, right across the street from the hotel.

Three (3) OBC members confirmed they would like to attend.

Justification for E-Poll: The next OBC meeting agenda this item could be placed on is April 26, 2017, which is after the event.

Requested Action:
Approve travel request – Secretary Summers, Councilman Hill, and Councilwoman Webster – OTIE Welcome and Orientation – Milwaukee, WI – April 20-21, 2017

Deadline for response:
Responses are due no later than 4:30 p.m., April 11, 2017.

As of the deadline, below are the responses:

Support: Melinda J. Danforth, Fawn Billie, David Jordan, Trish King, Brandon Stevens, Lisa Summers, Jennifer Webster

REQUESTED ACTION
Enter E-Poll results into the record for approved travel request – Secretary Summers, Councilman Hill, and Councilwoman Webster – OTIE Welcome and Orientation – Milwaukee, WI – April 20-21, 2017

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

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

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

BC_Agenda_Requests

From: TribalSecretary
Sent: Tuesday, April 11, 2017 4:33 PM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Debbie J. Melchert; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore; BC_Agenda_Requests
Subject: E-POLL RESULTS: Travel request – Three (3) OBC members – OTIE Welcome and Orientation – Milwaukee, WI – April 20-21
Attachments: EPOLL REQUEST -- Approve travel request – Three (3) OBC members – OTIE W....pdf

Categories: Next Meeting

E-POLL RESULTS

The E-Poll request to approve the travel request for Secretary Summers, Councilman Hill, and Councilwoman Webster to attend the OTIE Welcome and Orientation in Milwaukee, WI from April 20-21, 2017, **has been approved**. As of the deadline, below are the results:

Support: Melinda J. Danforth, Fawn Billie, David Jordan, Trish King, Brandon Stevens, Lisa Summers, Jennifer Webster

Heather Heuer
Information Management Specialist
Business Committee Support Office (BCSO)

CONFIDENTIALITY NOTICE: This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.

From: TribalSecretary
Sent: Tuesday, April 11, 2017 9:51 AM
To: TribalSecretary <TribalSecretary@oneidanation.org>; Brandon L. Yellowbird-Stevens <BSTEVENS@oneidanation.org>; Cristina S. Danforth <tdanfort@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Fawn J. Billie <fbillie@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Lisa M. Summers <LSUMMER2@oneidanation.org>; Melinda J. Danforth <MDANFORJ@ONEIDANATION.org>; Patricia M. King <TKING@ONEIDANATION.org>; Ronald W. Hill <RHILL7@oneidanation.org>
Cc: Debbie J. Melchert <DMELCHER@oneidanation.org>; Brian A. Doxtator <BDOXTAT2@oneidanation.org>; Cathy L. Bachhuber <CBACHHUB@oneidanation.org>; Danelle A. Wilson <DWILSON1@ONEIDANATION.org>; Jessica L. Wallenfang <JWALLENF@oneidanation.org>; Leyne C. Orosco <lorosco@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Lora L. Skenandore <LSKENAN3@oneidanation.org>; Michael T. Debraska <mdebrask@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Tammy M. Skenandore <tskenan9@oneidanation.org>
Subject: E-POLL REQUEST: Travel request – Three (3) OBC members – OTIE Welcome and Orientation –

Milwaukee, WI – April 20-21
Importance: High

Summary:
Oneida Total Integrated Enterprises LLC (OTIE) is holding a Board of Managers Welcome & Orientation next week. The Oneida Business Committee (OBC) was invited to attend.

- Welcome will be in Milwaukee, WI, on Thursday, April 20, 2017.
  - Time and place to be determined, but this event will be held in the evening.
- Hotel accommodations will be made a the Crown Plaza Milwaukee West.
- Orientation will be on Friday, April 21, 2017.
  - Start time is tentatively at 8:00 a.m. and will be held at the Milwaukee Office, right across the street from the hotel.

Three (3) OBC members confirmed they would like to attend.

Justification for E-Poll: The next OBC meeting agenda this item could be placed on is April 26, 2017, which is after the event.

Requested Action:
Approve travel request – Secretary Summers, Councilman Hill, and Councilwoman Webster – OTIE Welcome and Orientation – Milwaukee, WI – April 20-21, 2017

Deadline for response:
Responses are due no later than **4:30 p.m., today, April 11, 2017**.

Voting:
1. Use the voting button above, if available; OR
2. Reply with "support" or "oppose".

Heather Heuer
Information Management Specialist
Business Committee Support Office (BCSO)

ONEIDA

office 920.869.4421
cell 920.471.5002
fax 920.869.4040

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

CONFIDENTIALITY NOTICE: This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: ___ / ___ / ___ ☒ e-poll requested

2. General Information:

Event Name: OTIE Welcome and Orientation

Event Location: Milwaukee, WI

Attendee(s): Lisa Summers

Departure Date: Apr 20, 2017

Attendee(s): Tehassi Hill

Return Date: Apr 21, 2017

Attendee(s): Jennifer Webster

3. Budget Information:

☒ Funds available in individual travel budget(s)

☐ Unbudgeted

☐ Grant Funded or Reimbursed

Cost Estimate: $238.72

4. Justification:

☐ Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

☐ Advancing Onʌyoteʔa·ka Principles

☐ Committing to Building a Responsible Nation

☒ Creating a Positive Organizational Culture

☒ Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

SUMMARY
Oneida Total Integrated Enterprises LLC (OTIE) is holding a Board of Managers Welcome & Orientation next week. The Oneida Business Committee (OBC) was invited to attend.

- Welcome will be in Milwaukee, WI, on Thursday, April 20, 2017.
- Hotel accommodations will be made a the Crown Plaza Milwaukee West.
- Orientation will be on Friday, April 21, 2017.

Three (3) OBC members confirmed they would like to attend.

REQUESTED ACTION
Approve travel request – Secretary Summers, Councilman Hill, and Councilwoman Webster – OTIE Welcome and Orientation – Milwaukee, WI – April 20-21, 2017

5. Submission

Sponsor: Lisa Summers, Tribal Secretary

1) Save a copy of this form for your records.
2) Print this form as a *.pdf *OR* print and scan this form in as *.pdf.
3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidanation.org

Form approved by OBC on 03/25/2015

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

2. General Information:

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

Agenda Header: Reports

☒ Accept as Information only

☐ Action - please describe:

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. 3.

2. 4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Dr. Vir, Division Director/Medical & Debra Danforth/Operations Director

Primary Requestor/Submitter:

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

Comprehensive Health Division quarterly report.

Requested Action: Approve Report.

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 Comprehensive Health Division
Oneida Community Health Center
Behavioral Health Services
Anna John Resident Centered Care Community
Employee Health Nursing

ONEIDA

ONEIDA COMPREHENSIVE HEALTH DIVISION
DR. RAVINDER VIR MEDICAL DIRECTOR
DEBRA DANFORTH, RN, BSN, OPERATIONS DIRECTOR
DIVISION UPDATE
Quarter 2 FY 2017
January-March, 2017

Executive Management Team:

Division Dir-Operations, Debra Danforth RN, BSN,	869-4807
Division Dir-Medical, Ravinder Vir, MD,	869-4808
Asst. Operations Director, Vacant,	869-4809
Executive Assistant, Mercie Danforth	869-4810
Business Operations Director, Jeff Carlson,	869-4805
Director of Nursing-OCHC, Sandra Schuyler,	869-4906
Behavioral Health Manager, Mari Kriescher,	490-3737
Employee Health Manager, Mary Cornelissen	405-4492
Public Health Officer, Eric Krawczyk,	869-4812
AJRCCC Continuum of Care Director, Dave Larson	869-2797
	869-4820

Mailing Address: P.O. Box 365, Oneida, WI 54155
https://oneida-nsn.gov/resources/health/

Oneida Community Health Center	525 Airport Rd., Oneida, WI 54155	Phone: (920) 869-2711 or 1-866-869-2711	Fax: (920) 869-1780
Behavioral Health Services	2640 West Point Rd., Green Bay, WI 54304	Phone: (920) 490-3790 or 1-888-490-2457	Fax: (920) 490-3883
Anna John Resident Centered Care Community	2901 S. Overland Rd., Oneida, WI 54155	Phone: (920) 869-2797	Fax: (920) 869-3238
Employee Health Nursing	701 Packerland Dr., Green Bay, WI 54303	Phone: (920) 405-4492	Fax: (920) 405-4494

THE ONEIDA COMPREHENSIVE HEALTH DIVISION IS COMPRISED OF:

Oneida Community Health Center (OCHC)
Anna John Resident Centered Care Community (AJRCCC)
Oneida Behavioral Health (OBH)
Employee Health Services (EHS)

VISION:

A progressive sustainable health system that promotes Tsi?niyukwaliho tʌ́ (Our Ways).

MISSION:

We provide the highest quality, holistic health care to ensure the wellness of OUR Oneida Community.

VALUES:

Responsive Leadership: *Consistent attentive listening, honesty, doing the right thing, timely decision making and seeing issues resolved to completion.*

Culturally Sensitive: *Meeting people where they are and being sensitive to their unique needs as human beings within the Oneida Community.*

Continuous Improvement: *Striving to achieve a higher quality of health care and a higher performing workforce through our Commitment to Learning and Growth.*

Communication: *Fostering honest, respectful and timely communication with the appropriate level of transparency.*

Safety: *Striving for an environment that provides the highest level of physical and emotional safety for our patients, employees and community in an environment free of fear, retaliation and repercussion.*

Respect: *Create a welcoming and compassionate environment focused on the individual needs of OUR community and Health Care Team*

OUR 2015-2018 STRATEGIC PLAN IS FOCUSED IN FOUR SPECIFIC AREAS:

1. Improve Population Health Management
2. Continuous Quality Improvement
3. Optimize Technology
4. Enhance Our Workforce

OUR 2015-2018 INITIATIVES THAT WILL BE FOCUSED TO ACHIEVE OUR STRATEGIES:

1. **Accreditation:** The Comprehensive Health Division will validate and assure the community the delivery of the highest quality health care services in achieving AAAHC (Accreditation Association for Ambulatory Health Care) accreditation by December 2017 through team work, leadership and commitment. By accomplishing accreditation we will provide staff a sense of accomplishment, increase quality of care, enhance public validation for community/customer satisfaction, improve recruitment/retention of providers, and increase the probability of outside funding.
2. **Advancing Technology:** Utilize innovative State of the Art technology and data analytics to continuously improve wellness and health outcomes.
3. **Optimize staffing processes:** To work collaboratively with HRD to enhance the Division processes for recruitment, hiring, and retention and provide recommendation (s) for change to the Oneida Business Committee by September 30, 2017. By enhancing the recruitment, hiring, and retention processes we will have a lean hiring practice, improve our recruitment and retention, enhance our services from HRD (letters, market analysis), have improved collaboration/working relationship with HRD, fill all vacancies with qualified people in a timely manner, and improve our Supervisor/Director satisfaction with HRD processes.

IMPROVE POPULATION HEALTH MANAGEMENT

Initiatives: Optimizing Staffing Processes and Accreditation

- We continue to recruit for vacancies in Primary Care including Pediatrics, Family Practice and Internal Medicine
- Michele Kreft, NP is the new Family Nurse Practitioner
- Carol Finucan, PA retired on Feb 28, 2017
- Dr. David Danby, new Family Medicine Physician started on Feb 20, 2017
- Our no show rates have declined in the past year to 10.2 % in the Medical Clinic and 11.5 % at OBH

Medical

- Routine appointments are currently booking 4-8 weeks out for the Medical Clinic
- **See attachment A for No Show data for Medical Clinic**
- **See attachment B for Access to Care data for Medical Clinic**

Behavioral Health

- No Show and Access to Care reports see attachment C & D.

Optical

- Routine exams are booking 5 months out for Optical
  - Optical does have a walk-in clinic on Monday and Thursday mornings for patients who needs their appointments sooner. A sign-up begins at 7:45 AM and the patient will need to wait to be seen.
  - Optical also sees emergencies as needed
- A contract for a new full time Optometrist was started for Dr. Tracy Rosiek. Her start date was Monday, March 6th, 2017.
- Practice Watch is a function within Compulink that would allow us to text a patient an appointment reminder. It is currently not functioning properly due to Oneida's security access requirements. We continue to work with MIS security to resolve this issue.

Dental

- For Routine exam and Filling appointments the week of April 17, 2017
- Emergencies are still being seen on a daily basis
- Dental Cleaning and other Perio appointments are being scheduled the week of August 28, 2017. A call list is still utilized for cancelations.
- We are short staffed four dental assistants, Dental is working with HR to post the positions
- Continue CDHC access to care w/hygienist (Barb A) at Head Start, ONES, High School and Diabetes Clinic
- Independent Contractor, Dr. Wendy Pietz, Board Certified Oral Surgeon separated on 3/29/2017 by mutual agreement which was not working out for both parties.
- Danielle N White, ET PAR, training to relieve when Rachel F. is on medical leave.
- EFDA Margie Schmidt retired, last day was April 21, 2017.

ANNA JOHN RESIDENT CENTERED CARE COMMUNITY (AJRCCC) UPDATE:

The average daily census for 2nd Qtr of the Fiscal Year 2017 is indicated in the chart below:

AJRCCC	JANUARY	FEBRUARY	MARCH	TOTAL
Total Billable Days for the Residents	1353	1186	1317	3856
# of Calendar Days	31	28	31	90
Daily Average Census	43.6	42.4	42.5	42.8
***Oneida Enrolled**	31	32	32	
***Other Tribe**	6	5	5	
***Non-Tribal**	7	7	5	
%Full	90.9%	88.2%	88.5%	89.3%
	Payment Source		**Medicaid**	77.3%
			Medicare A	1.5%
			Private	17.3%
			VA	1.2%
			Ins/Adv	2.7%

*Varies by Admissions and Discharges throughout the month

- Between the months of Janaury to March, 2017; HRD reported that as of 4/1/2017 the Anna John Resident Centered Care Community had a total of 62 tribal employees working the 24/7 shifts to care for our Residents during the 2nd quarter 2017. This is down 3 positions this quarter. Staffing continues to be an issue with difficulty in securing Certified Nursing Assistants and Nursing staff.
- Quality Assurance/Regulatory Compliance Issues:
  The Quality Assurance mandated that all AJRCCC staff training was completed along with additional policy and procedures updated by the Quality Assurance Team;
  Shared activities between AJRCCC and Elder Services continue on a scheduled plan.
- The Congregate Mealsite hours of operation are Monday through Friday from 8:00 AM to 4:30 PM and continues to average 80-100 per day in attendance.
- Dave Larson continues as the Interim Administrator for the AJRCCC awaiting finalization of the reorganization within the Health Division. Job descriptions have been submitted to HR for finalization along with the Reorganization paperwork.
- The AJRCCC board has been actively reviewing their By-Laws and have been meeting regularly with a full board.

OPTIMIZE TECHNOLOGY

Initiatives: Advancing Technology and Accreditation

- **The EMR Team** continues its work within the Oneida Comprehensive Health Division (OCHD) including Oneida Community Health Center (OCHC) and Oneida Behavioral Health (OBH). The EMR Team continues ongoing review and updating of the system on a regular basis as new releases are available within the application and all additional software. Every software update or new release that is needed requires numerous hours of testing and coordination for implementation to assure that all the application and updates are tested before going live. Our next anticipated upgrade is expected to occur in May of 2017. There are many anticipated changes and upgrades required in our server configurations that are required for the next upgrade to 12.2. This upgrade is in preparation for the Electronic Prescribing of Controlled Substances (EPCS). MIS has been working this last quarter on upgrading our servers for all the needed applications to meet the requirements for this new version of Centricity.

- **HIPAA Security Policies/Procedures:** HIPAA and EMR SOP training continues for Oneida Comprehensive Health Division (OCHD). An available E-Learning format for staff has been provided and tracking continues to monitor all staff required to complete are in compliance.

- **Risk Assessment-** This has been completed and there is no new update this quarter.

- **Patient Portal-** We continue to work on adoption and education to patients on the concept of the patient portal and to encourage patients to be engaged in their healthcare through technology and online access to their healthcare information.

- **Automated Clinically Messaging (ACM) and Document Management (DM):** OCHC continues with the automation of Transfer of Care (TOC) documents to referring providers we have acquired their secure email addresses.

- **E-signature-** The E-Signature team continues to work on testing and finalizing registration documents along with continued development of other clinical forms that will be used. We plan to start with the registration area and roll out the registration forms.

- **Meaningful Use (MU):** We continue to monitor and evaluate the Clinical Quality Reporting (CQR) results on an ongoing basis.

- **PQRS-Physician's Quality Reporting System.** Our next deadline will be for submission of 2017 data has not been determined to date, however we expect to not receive any negative Medicare payment adjustments for 2018.

- **BH Chart Status Project-** We have begun to have medical records techs start the conversion of chart status to test the reports. However, we have about 10,200 charts that need to be converted to eliminate the excel database.

    - **REPORTS-** We continue to work with MIS on all Reports. We has been successful with getting ongoing reports of Access to Care, Monthly and Quarterly No Show/Cancellation Summary and Provider Utilization Reports.

    - **Team Based Care /Population Health Management-** The Diabetic Team is working on a project plan for Team Based Care and continues to meet weekly. The proposed go live date is 1/20/2018.

PATIENT MANAGEMENT SYSTEM (PMS)

- Batch Eligibility- Emedapps 271 Submission files continue to go through still with occasional glitches. Emedapps continues to fix them as they occur. Full database runs of Batch Eligibility have been attempted with little success to-date. The Forward Health portal has been being modified in the last couple of months, therefore creating more errors with the sending of batches. The new version of the SevaXchange application has also been a factor in that process. As of today, a full database run has yet to be done successfully, however we are still working on completing it as the GE Centricity Electronic Data Interchange (EDI) Plug-ins that are currently in use only get completed at the registration level.
- Electronic Data Interchange (EDI) Eligibility - The GE Centricity EDI plug-ins are set up and being used by our Billing and Registration staff on a patient-by-patient basis. Batch eligibility EDI by the provider schedule has currently been suspended until we get a better idea on the number of transactions we are actually sending in a month. Many of the main insurances have been linked to this capability which has allowed us to electronically check insurance eligibility on a patient in real-time, directly from GE Centricity.

CONTINUOUS QUALITY IMPROVEMENT

Initiatives: Accreditation

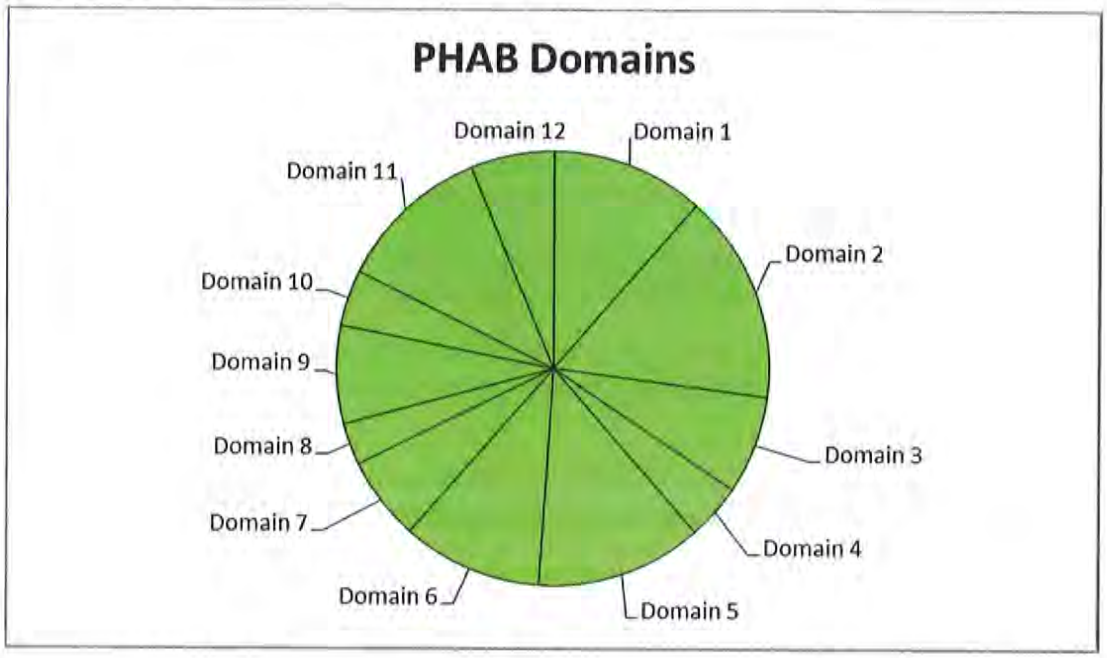
Accreditation of the Health Division

- Data tracking and collecting with all departments.
- Orientation Manual is being worked on and will become a part of the E-Learning series for the OCHD
- Credentialing process is being finalized
- Peer Review and Chart Audit process is underway.
- Reviewing vendors for possible automated system to use during closures, call tree, etc.
- Departments updating their SOPs.
- All Dept. and Committee SOPs are in process of review and approval beginning in January. Completion date goal - October
- Patient Satisfaction Survey completed in February. 536 surveys turned in over a 2 day period. Staff are reviewing and preparing responses to areas specifically commented on within the comment section of the survey.
- 2 TV's have been installed and are providing information on them within the Lobby areas for patient education while waiting for appointments for the purpose of integrating Diabetic education with facebook posts.
- Training tracking report will be provided monthly to all Directors/Supervisors, beginning in April
- All departments are meeting monthly, taking minutes, and storing them within the g:drive under Accreditation.

Public Health Accreditation

- We submitted our documentation in ePHAB 01/30/17. This fulfilled a very important goal.
- In February, we submitted the Community Health Services Department quarterly performance management progress reports for Oct – Dec 2016 to the division Quality Improvement Committee. All quality improvement activities are documented and maintained in the division's designated folder on common drive.
- Jean Day Celebrations for closing Domains 7 & 10.
- Accreditation Coordinator Michelle Myers received invitation to present at a national conference, Open Forum in April 2017. The Accreditation Coordinator from the Ho Chunk Nation will be a co-presenter. Topic of discussion will be our stories of working with local and state public health partners.
- Accreditation Coordinator Michelle Myers received invitation to present for the Tribal Accreditation Learning Community (TALC) webinar series coordinated through the National Indian Health Board for May 2017. Topic of discussion will be how to keep stakeholders engaged in public health accreditation work.

- Our assigned Public Health Accreditation Specialist returned our documentation completeness review to us 12/31/17. 23 measures were re-opened with comments of concern on a total of 36 documents. All documents were addressed and evidence resubmitted 02/22/17.
- We completed the conflict of interest portion for public health accreditation in March 2017 and are now in a holding pattern to wait to hear when our site visit will be.
- With some restructuring within the organization, we learned we will be taking on 6 new team members. All staff will need to be brought up to speed on public health accreditation prior to our site visit.
- Two of the three core coordinators for the next Community Health Assessment (CHA) left the team this quarter. We were able to partner with another team within the organization for this data analysis.
- Balancing all our programming. Public health accreditation has been wonderful to help guide us in our programming. However it is very clear that their scope is population based prevention programming. Any programming/ activities with one on one interaction is outside of their scope and therefore cannot be used to demonstrate public health accreditation measures. In Community Health Services Department our focus is community health programming. This includes population based prevention programming as well as those one-on-one activities such as case management and programming geared to prevent complications once chronic disease has been diagnosed. Both focuses are important for the Oneida Community. But is has been one of our challenges in preparation for public health accreditation. We have limited staff to work a variety of important programming. We have struggled at times to find examples to demonstrate measures with usable examples. As new funding and programming opportunities are presented, we struggle with taking on anything that is not population based prevention focused, as public health accreditation is something we want to obtain and be able to maintain for years to come. Therefore, public health accreditation will likely drive which new opportunities and funding we pursue.



** Red- No review yet Yellow- greater than 50% complete Green- 100% complete

ENHANCE OUR WORKFORCE

Initiative: Optimizing our staffing processes

HUMAN RESOURCE MANAGEMENT

Number As of 04/01/17 Comprehensive Health Division Employees: 328

- 120 Oneida Enrolled
- 28 American Indian/Alaskan
- 3 Black/African American
- 2 Asian
- 4 Hispanic/Latino
- 171 Caucasian/other

- **AJRCCC: (62)**
  - 25 Oneida Enrolled **(INCREASED FROM 15% TO 40.4% OF EMPLOYEE BASE FOR AJRCCC)**
  - 7 American Indian/Alaskan **(COMBINED 53% OF EMPLOYEE BASE FOR AJRCCC ARE NATIVE)**
  - 1 Asian
  - 2 Hispanic/Latino
  - 0 Black/African American
  - 27 Caucasian/other
- **BEHAVIORAL HEALTH (39)**
  - 1 Hispanic/Latino
  - 5 American Indian/Alaska Native
  - 1 Black/African American
  - 8 Oneida Enrolled
  - 24 Caucasian/other
- **EMPLOYEE HEALTH NURSING (9)**
  - 1 American Indian/Alaska Native
  - 2 Oneida Enrolled
  - 6 Caucasian/other

- **MEDICAL (46)**
  - 4 American Indian/Alaskan
  - 0 Hispanic/Latino
  - 13 Oneida Enrolled of WI
  - 29 Caucasian/other
- **OPERATIONS (172)**
  - 2 Black/African American
  - 11 American Indian/Alaska Native
  - 72 Oneida Enrolled of WI
  - 85 Caucasian/other
  - 1 Asian
  - 1 Hispanic/Latino

CURRENT VACANCIES AS OF 04/01/17:

- RN- 1-AJRCCC
- CNA-AJRCCC
- CMA-OCHC-1
- LPN-OCHC-1
- Dental Assistant-4
- Dental Hygienist
- Psychologist
- Psychiatrist
- Substance Abuse Counselor -2
- Dual Diagnosis Therapist-1
- Physician Pediatrician, Internal Medicine

- PRC Supervisor
- Dietary Aide/Cook-AJRCCC

FINANCIALS

**Based on 2nd Quarter FY 2017 with GL closed for FY 2017

Funding Sources for FY-2017

TRIBAL CONTRIBUTION: 3.06%

GRANTS: 3.77%

OTHER SOURCES:

External Sales/Third Party Revenue/other income 57.66%

Indian Health Services: 35.51%

Total Budget:	**$28,411,482**

Status as of 04/01/17

Budget as of 04/01/17:	$28,411,482
Revenues/Expenditures as of 04/01/17:	$22,440,358

LONG TERM CARE:

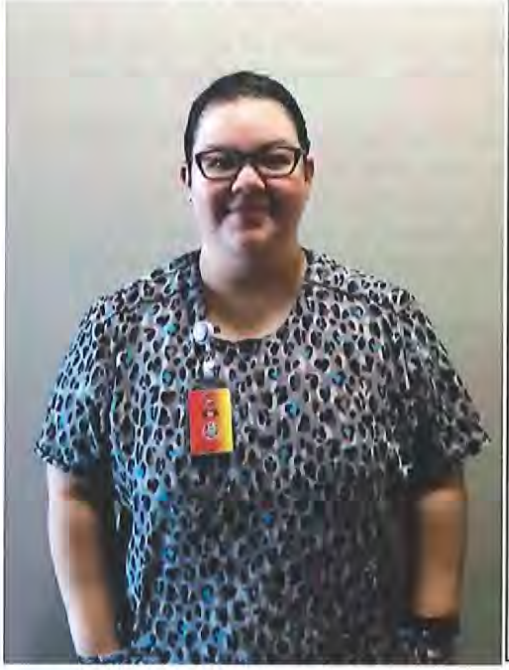
- There is a great deal of concern regarding the Social Security Act and its impact on both MA and MA waivers. This includes all waivers (e.g. 1915a,1915b, 1915c, 1915i, 1115). The concern centers around the Office of General Counsel for CMS. General Counsel has repeatedly said that federal statute, federal regulation, and court rulings (to include U.S. Supreme Court) notwithstanding, Tribes are considered an ethnic minority and not a political entity. While Several Tribes and States have found language to side step this issue, this is becoming a larger and more significant issue, particularly as the environment of healthcare is rapidly changing. **This continues to be a priority moving forward with the Trump administration and has been elevated to the HHS level with the DHHS Tribal Consulation and One on One meetings with DHHS, CMS and IHS. The OCHD staff and Division Director have been working directly with the Oneida Nation Lobbiests to keep this issue on the forefront both locally and at the National level.**
- The Long Term Care Workgroup with the State of WI, the 1915BC waiver is the recommendation that will be coming forward from this group. Representatives from the Oneida Nation will be meeting with Curtis Cunningham from the State to determine the level of support from the State in moving the Tribal Waiver concept forward. This will be the priority agenda item at the next Wisconsin Tribal Health Directors meeting in May to assure support from all of the Tribes in Wisconsin and will also be added to the next DHS consultation meeting agenda in June.
- MACRA and MIPS final rule was released on October 14, 2016 and does not specifically say that Tribes are exempted from the requirements. MACRA does not provide an explicit exclusion for FQHC's but they should not be affected because they bill under an all-inclusive rate. **This needs to be clarified with CMS and remains an issue throughout Indian Country.**
- Working collaboratively with Governmental Services Division on finalizing the Reorganization of 5 positions within the Community Options Program(COP) to better address the needs of long term care and improved efficiencies within this area.

Celebrations and Successes:

- The installation of Lighthouse 360 which auto contacts, patients, sends out reminders through text, e-mail or phone call of their appointments continues. There have been great reviews on their website from the patients who have received services regarding their dental visit or the Lighthouse leaving messages.
- Meaningful Use measure calculation report gives the required and actual % of stats that need to be collected from each dental visit for our four Full Time Dentists. Three of the four Full Time dentists have met the criteria to attest.
- Staff met with Lords Dental Lab, and we now have access to the "on-line" account for Oneida, which allows us to print invoices directly, track dental lab cases from start to delivery.
- Staff met with Delta Dental regarding a grant submitted in December 2016. Delta Dental reviewed the items to be changed and encouraged Oneida Dental to resubmit for the July deadline. They were very impressed with dental staff being a part of the patient's primary care within the medical clinic to treat the diabetic patient .
- Health Promotion staff are 100% compliant with Cultural Awareness education this FY as of 4/5/17.
- All staff within Health Promotion completed Customer Service training.
- Health Promotion started the 1st CDC DPP class on 1/5/17 using the Prevent T2 curriculum.
- Retention rate improved by 66% compared to last fiscal year (Avg drop/Qtr 20 & last year was 30).
- Just Move It Oneida (JMIO) participation average increased from 2015 to 2016 by 6% and 75% from the start.
- 556 people that participated in JMIO in 2015, participated in JMIO in 2016. With only 2 months into 2017, 265 people returned from 2016.
- Successfully implemented face-to-face readiness assessments to help improve outcomes during the program.
- New Employee Orientation e-Learning: We have an e-Learning for new employees so that they get a background of some of the important elements from the beginning. We will launch it in April to new employees.
- Trainings from EHN staff for this quarter: 432 bloodborne pathogen, 98 Respiratory Fit, 144 CPRRAS – 293 participants with 54 completions
- HRAs – 319 have already signed up for appointments for this year.
- HRA start April 3rd
- Increased Occupational Therapy referrals to outpatient clinic.
- Continued increase in outpatient Physical Therapy. Staffing 3 ½ outpatient PT/PTA caseload consistently.
- Ergonomic Assessments – 13 done at OCHC, 3 at AJRCCC, 10 chairs replace, 6 foot rests given out, 1 standing desk given out.
- Car seats – 67 seats provided (Jan–28, Feb.– 20, Mar.-19). 40 old seats were collected and destroyed
- Currently we have 8 technicians. (2 got trained in February)
- Recordable Incidents (Time off, Medical treatment) – 4 OCHC employee incidents, 1 AJRCCC incident, 2 patron incidents. None of the incidents were recordable on the OSHA log.
- Call Tree was activated twice. The first time, many people were missed. There were wrong numbers and not everyone had their call list with them. The second time, few people were missed. The biggest issue is trying to get in touch with everyone before they leave for work. We are looking into possibly getting an automated phone system put in place to reduce errors and get the calls out quickly.
- Exercise at Work resolution was passed on March 8, 2017. It will be implemented on 12/1/17.
- March marked the 1 year anniversary of going digital with mammography and implementing PACS.
- All xray employees are current with E- Learning.
- **Please follow us on our Oneida Comprehensive Health Division Facebook page!**

New Employees and Celebrations!

We'd like to welcome Racheal to the Oneida Comprehensive Health Division.



Meet Racheal Menomin RT(R)(M), Racheal recently started working at the Oneida Community Health Center in the Radiology department. She is a Radiologic Technologist with an additional certification in mammography. Racheal graduated from Bellin College with her Bachelor's degree through the Radiologic Sciences program in 2015. She also has an Associate's degree from College of Menominee Nation in biological and physical sciences. (Racheal is a self-proclaimed science nerd!)

Racheal has been a technologist for almost 2 years now and states, "I absolutely love my job!! As an Oneida tribal member, and growing up in the Oneida Nation School System, my life goal was to bring my education back to my community. The Oneida Nation gave me the opportunity and help I needed to complete my goal of achieving a successful higher education and degree. This is why I am here today!"

Some things that I like to do in my spare time are to travel with my husband, whether it be around the world or to the next pow wow, and overall just spend as much time as I can with my family.

March was National Social Worker month!

Meet Ted Skubal, Ted is a Social Worker at the Oneida Community Health Center in the Community Health Department. He has been with the Nation for over 2 years. His primary experience at a Social Worker is working with adults. He has worked in long term support, adult Protective services and with end of life care. His role is to connect people to appropriate resources. This assists individuals to remain in their homes as independent as possible.

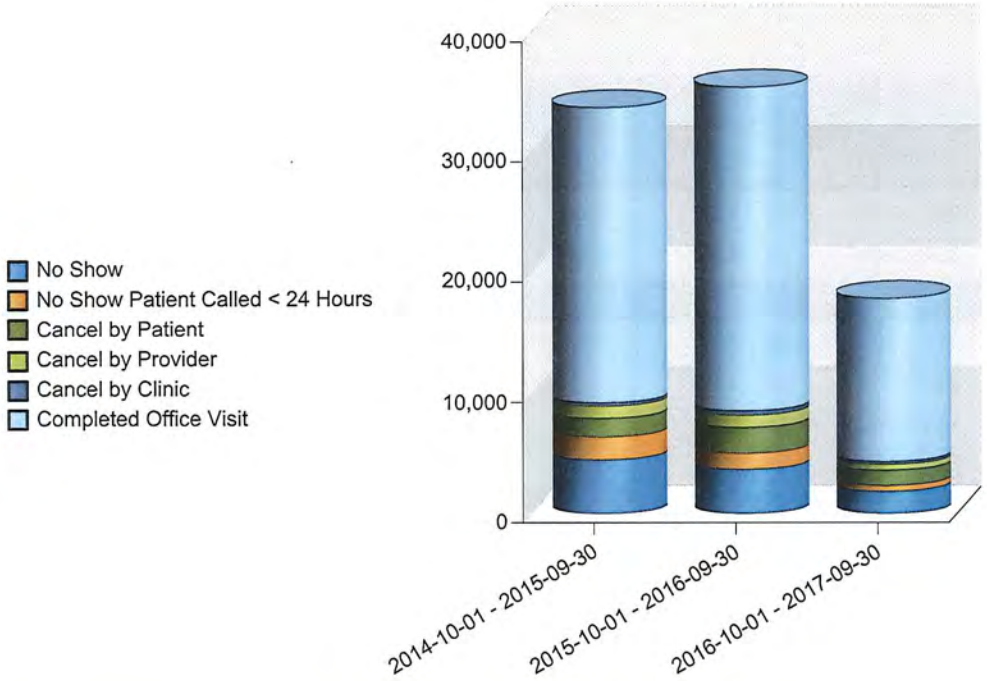
Carrie has worked at the Oneida Health Center since 1998 in the position of Community Options Program Social Worker. She absolutely loves working in this community and especially working with the elderly and disabled. Carrie started working for the Oneida Tribe right after graduating from the University of Wisconsin Oshkosh with her Social Work Degree. She has recently been promoted to Case Management Supervisor, a position she is very excited about!

In Carrie's free time, she enjoys spending time with her family. She is married and has 2 children who are her absolute pride and joy. She is also blessed to have a 23 year old step-son. She loves to travel and attend her kids sporting events. She is a very active volunteer in her community and both of her children's schools. Carrie stated, "I am so honored to continue my work with the Oneida Community and look forward to working in a new capacity within the Community Health Services Department."

A

Three Year By Quarter No Show/Cancellation Summary

Oneida Health Center Medical Clinic



Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2016-10-01 - 2017-09-30	Qtr02	831	9.6%	226	2.6%	685	7.9%	230	2.7%	133	1.5%	1,980	6,676	8,656	6,474	4,460
	Qtr01	977	10.8%	267	2.9%	583	6.4%	256	2.8%	100	1.1%	2,136	6,917	9,053	6,917	4,808
2016-10-01 - 2017-09-30		**1,808**	**10.2%**	**493**	**2.8%**	**1,268**	**7.2%**	**486**	**2.7%**	**233**	**1.3%**	**4,116**	**13,593**	**17,709**	**13,391**	**6,494**
2015-10-01 - 2016-09-30	Qtr04	939	11.0%	292	3.4%	565	6.6%	185	2.2%	59	0.7%	2,002	6,545	8,547	6,544	4,622
	Qtr03	861	9.9%	353	4.0%	550	6.3%	192	2.2%	109	1.2%	2,027	6,710	8,737	6,712	4,502

Three Year By Quarter No Show/Cancellation Summary

Oneida Health Center Medical Clinic

Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2015-10-01 - 2016-09-30	Qtr02	777	9.0%	338	3.9%	548	6.4%	285	3.3%	115	1.3%	2,038	6,576	8,614	6,577	4,464
	Qtr01	1,059	11.2%	370	3.9%	522	5.5%	337	3.6%	81	0.9%	2,361	7,061	9,422	7,065	5,031
2015-10-01 - 2016-09-30		**3,636**	**10.3%**	**1,353**	**3.8%**	**2,185**	**6.2%**	**999**	**2.8%**	**364**	**1.0%**	**8,428**	**26,892**	**35,320**	**26,898**	**8,663**
2014-10-01 - 2015-09-30	Qtr04	989	13.3%	334	4.5%	402	5.4%	315	4.2%	65	0.9%	2,105	5,358	7,463	5,359	4,102
	Qtr03	1,119	13.1%	502	5.9%	418	4.9%	346	4.1%	65	0.8%	2,450	6,072	8,522	6,074	4,355
	Qtr02	1,120	12.7%	601	6.8%	368	4.2%	145	1.6%	69	0.8%	2,303	6,524	8,827	6,526	4,514
	Qtr01	1,203	13.5%	509	5.7%	361	4.0%	206	2.3%	85	1.0%	2,364	6,563	8,927	6,566	4,808
2014-10-01 - 2015-09-30		**4,431**	**13.1%**	**1,946**	**5.8%**	**1,549**	**4.6%**	**1,012**	**3.0%**	**284**	**0.8%**	**9,222**	**24,517**	**33,739**	**24,525**	**8,307**
Summary		**9,875**	**11.4%**	**3,792**	**4.4%**	**5,002**	**5.8%**	**2,497**	**2.9%**	**881**	**1.0%**	**21,766**	**65,002**	**86,768**	**64,814**	**11,364**

B

Comprehensive Health - Access Of Care

3rd Available appointment

OCHC-Call In/Follow Up/NO-Adult

Resource	Appointment Type	Next 3rd Open
Eberhardy PA-C, Stephanie	Nurse Only-Eber-30	Apr 26, 2017 11:30:00 AM
	Follow Up-30	Apr 20, 2017 1:00:00 PM
Flood MD, Michael	Nurse Only-Flood-30	Apr 18, 2017 9:00:00 AM
	Follow Up-30	May 23, 2017 2:30:00 PM
	Call In-30	Apr 21, 2017 12:30:00 PM
Kennard MD, Jay K	Nurse Only-Kennard	Apr 24, 2017 1:00:00 PM
	Follow Up-30	Jul 6, 2017 10:30:00 AM
	Call In-30	Apr 24, 2017 11:00:00 AM
Sumnicht MD, Paul H	Nurse Only-Sumnicht	Apr 4, 2017 3:30:00 PM
	Follow Up-30	May 8, 2017 4:00:00 PM
	Call In-30	Apr 19, 2017 4:00:00 PM
Thiry APNP NP-C, Lori B	Nurse Only-Thiry	Apr 7, 2017 3:30:00 PM
	Follow Up-30	Apr 3, 2017 3:30:00 PM
	Call In-30	Apr 19, 2017 11:30:00 AM
Vir, Ravinder	Nurse Only-Vir	Apr 25, 2017 3:00:00 PM
	Follow Up-30	Apr 19, 2017 9:30:00 AM
Wells APNP FNP-BC, Ann M	Nurse Only-Wells-30	Apr 5, 2017 11:00:00 AM
	Follow Up-30	Apr 25, 2017 8:30:00 AM
	Call In-30	Apr 20, 2017 1:30:00 PM

OCHC-Call In/Follow Up/NO-Peds

Resource	Appointment Type	Next 3rd Open
Kennard MD, Jay K	Nurse Only-Kennard	Apr 24, 2017 1:00:00 PM

Comprehensive Health - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Kennard MD, Jay K	Follow Up-30	Jul 6, 2017 10:30:00 AM
	Call In-30	Apr 24, 2017 11:00:00 AM
Langner APNP, Dianna L	Follow Up-30	Apr 5, 2017 3:30:00 PM
	Call In-30	Apr 5, 2017 8:30:00 AM
Sumnicht MD, Paul H	Nurse Only-Sumnicht	Apr 4, 2017 3:30:00 PM
	Follow Up-30	May 8, 2017 4:00:00 PM
	Call In-30	Apr 19, 2017 4:00:00 PM
Thiry APNP NP-C, Lori B	Nurse Only-Thiry	Apr 7, 2017 3:30:00 PM
	Follow Up-30	Apr 3, 2017 3:30:00 PM
	Call In-30	Apr 19, 2017 11:30:00 AM
Verstoppen MD, Gerald	Nurse Only-Verstoppen-60	Apr 11, 2017 3:30:00 PM
	Follow Up-30	Apr 10, 2017 2:00:00 PM
	Call In-30	Apr 7, 2017 10:00:00 AM
Wells APNP FNP-BC, Ann M	Nurse Only-Wells-30	Apr 5, 2017 11:00:00 AM
	Follow Up-30	Apr 25, 2017 8:30:00 AM
	Call In-30	Apr 20, 2017 1:30:00 PM

OCHC-Diabetes NP-Call In/Follow Up

Resource	Appointment Type	Next 3rd Open
Moureau APNP BC-ADM, Timothy A	Follow Up-DM	May 16, 2017 3:30:00 PM
	Call In-30	Apr 7, 2017 4:00:00 PM

OCHC-Diabetes NP-Foot Care

Resource	Appointment Type	Next 3rd Open
Moureau APNP BC-ADM, Timothy A	Foot Care-30	May 16, 2017 3:30:00 PM

Comprehensive Health - Access Of Care

3rd Available appointment

OCHC-Diabetes NP-New Patient-60

Resource	Appointment Type	Next 3rd Open
Moureau APNP BC-ADM, Timothy A	New Patient-60	Apr 10, 2017 10:00:00 AM

OCHC-Diabetes RD-Call In/Follow Up/Med Adjustment

Resource	Appointment Type	Next 3rd Open
Schwantes RD CDE, Betty	Med Adjustment	Apr 4, 2017 3:00:00 PM
	DM Education Follow Up	Apr 4, 2017 3:00:00 PM
	Call In-60	Apr 4, 2017 3:00:00 PM

OCHC-Diabetes RD-New Patient

Resource	Appointment Type	Next 3rd Open
Schwantes RD CDE, Betty	New Patient-60	Apr 4, 2017 3:00:00 PM

OCHC-Diabetes RN-Call In/Follow Up/Med Adjustment

Resource	Appointment Type	Next 3rd Open
Colwitz RN CDE, Boni J	Med Adjustment	Apr 7, 2017 1:00:00 PM
	DM Education Follow Up	Apr 7, 2017 1:00:00 PM
	Call In-60	Apr 7, 2017 1:00:00 PM

OCHC-Diabetes RN-New Patient

Resource	Appointment Type	Next 3rd Open
Colwitz RN CDE, Boni J	New Patient-60	Apr 7, 2017 1:00:00 PM

OCHC-New Patient-Adult

Resource	Appointment Type	Next 3rd Open
Eberhardy PA-C, Stephanie	New Patient-30	Apr 20, 2017 1:00:00 PM

Comprehensive Health - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Flood MD, Michael	New Patient-30	May 24, 2017 9:00:00 AM
Kennard MD, Jay K	New Patient-30	May 10, 2017 10:30:00 AM
Sumnicht MD, Paul H	New Patient-30	Apr 10, 2017 8:30:00 AM
Thiry APNP NP-C, Lori B	New Patient-60	May 25, 2017 2:30:00 PM
Vir, Ravinder	New Patient-30	Apr 19, 2017 1:00:00 PM
Wells APNP FNP-BC, Ann M	New Patient-30	Apr 17, 2017 1:00:00 PM

OCHC-Physical-Eberhardy

Resource	Appointment Type	Next 3rd Open
Eberhardy PA-C, Stephanie	Physical-60	Aug 17, 2017 10:00:00 AM

OCHC-Physical-Flood

Resource	Appointment Type	Next 3rd Open
Flood MD, Michael	Physical-30	May 9, 2017 1:00:00 PM

OCHC-Physical-Kennard

Resource	Appointment Type	Next 3rd Open
Kennard MD, Jay K	Physical-30	May 11, 2017 8:30:00 AM

OCHC-Physical-Sumnciht

Resource	Appointment Type	Next 3rd Open
Sumnicht MD, Paul H	Physical-30	Apr 10, 2017 8:30:00 AM

OCHC-Physical-Thiry

Resource	Appointment Type	Next 3rd Open
Thiry APNP NP-C, Lori B	Physical-60	Jul 31, 2017 2:00:00 PM

Comprehensive Health - Access Of Care

3rd Available appointment

OCHC-Physical-Wells

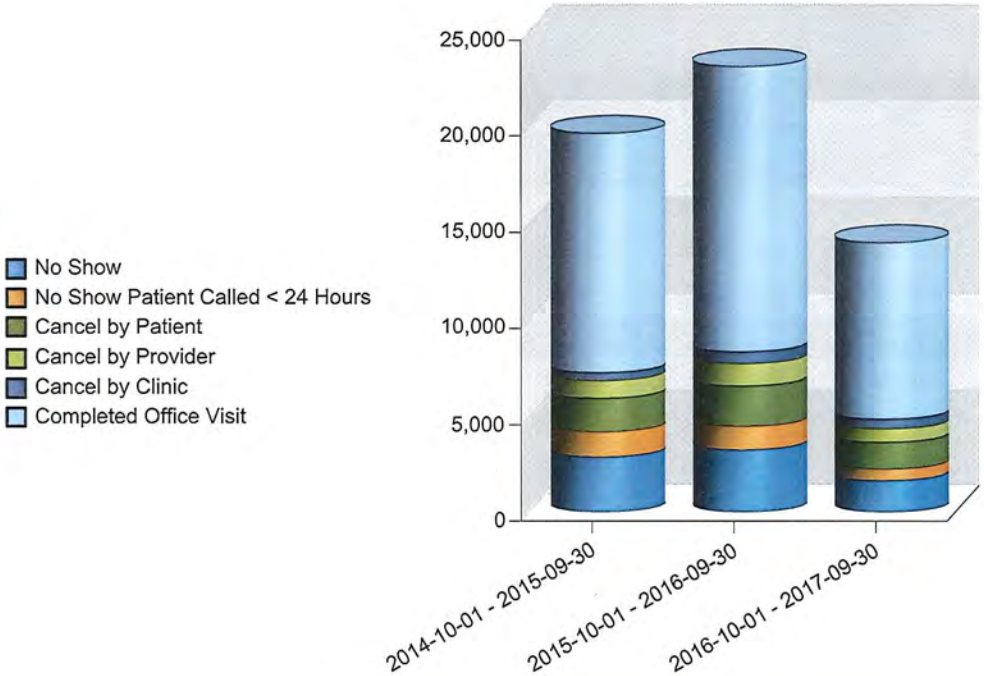
Resource	Appointment Type	Next 3rd Open
Wells APNP FNP-BC, Ann M	Physical-60	Aug 14, 2017 7:30:00 AM

OCHC-WCE-Peds and FP

Resource	Appointment Type	Next 3rd Open
Kennard MD, Jay K	Well Child Exam-30	Apr 19, 2017 2:30:00 PM
Langner APNP, Dianna L	Well Child Exam-30	Apr 11, 2017 8:00:00 AM
Sumnicht MD, Paul H	Well Child Exam-30	May 9, 2017 1:30:00 PM
Thiry APNP NP-C, Lori B	Well Child Exam-30	Apr 10, 2017 3:00:00 PM
Verstoppen MD, Gerald	Well Child Exam-30	Apr 12, 2017 9:00:00 AM
Wells APNP FNP-BC, Ann M	Well Child Exam-30	Apr 7, 2017 12:30:00 PM

Three Year By Quarter No Show/Cancellation Summary

Behavioral Health Services



Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2016-10-01 - 2017-09-30	Qtr03	137	12.2%	56	5.0%	96	8.5%	55	4.9%	30	2.7%	374	753	1,127	599	716
	Qtr02	719	10.6%	271	4.0%	743	11.0%	399	5.9%	281	4.2%	2,413	4,339	6,752	4,070	1,595
	Qtr01	767	12.5%	286	4.7%	535	8.7%	259	4.2%	185	3.0%	2,032	4,093	6,125	4,009	1,535
2016-10-01 - 2017-09-30		**1,623**	**11.6%**	**613**	**4.4%**	**1,374**	**9.8%**	**713**	**5.1%**	**496**	**3.5%**	**4,819**	**9,185**	**14,004**	**8,678**	**2,032**
2015-10-01 - 2016-09-30	Qtr04	768	13.2%	268	4.6%	538	9.2%	281	4.8%	164	2.8%	2,019	3,811	5,830	3,806	1,481

Three Year By Quarter No Show/Cancellation Summary

Behavioral Health Services

Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2015-10-01 - 2016-09-30	Qtr03	807	13.8%	314	5.4%	532	9.1%	207	3.5%	101	1.7%	1,961	3,895	5,856	3,656	1,496
	Qtr02	824	13.2%	339	5.4%	573	9.2%	307	4.9%	224	3.6%	2,267	3,980	6,247	3,654	1,501
	Qtr01	808	15.5%	331	6.4%	457	8.8%	362	7.0%	122	2.3%	2,080	3,126	5,206	3,128	1,377
2015-10-01 - 2016-09-30		**3,207**	**13.9%**	**1,252**	**5.4%**	**2,100**	**9.1%**	**1,157**	**5.0%**	**611**	**2.6%**	**8,327**	**14,812**	**23,139**	**14,244**	**2,485**
2014-10-01 - 2015-09-30	Qtr04	698	14.5%	323	6.7%	447	9.3%	203	4.2%	117	2.4%	1,788	3,013	4,801	3,014	1,365
	Qtr03	785	15.3%	316	6.2%	463	9.0%	262	5.1%	70	1.4%	1,896	3,233	5,129	3,236	1,510
	Qtr02	694	13.7%	340	6.7%	493	9.7%	265	5.2%	111	2.2%	1,903	3,154	5,057	3,154	1,412
	Qtr01	664	14.2%	346	7.4%	352	7.5%	187	4.0%	102	2.2%	1,651	3,032	4,683	3,032	1,424
2014-10-01 - 2015-09-30		**2,841**	**14.4%**	**1,325**	**6.7%**	**1,755**	**8.9%**	**917**	**4.7%**	**400**	**2.0%**	**7,238**	**12,432**	**19,670**	**12,436**	**2,417**
Summary		**7,671**	**13.5%**	**3,190**	**5.6%**	**5,229**	**9.2%**	**2,787**	**4.9%**	**1,507**	**2.7%**	**20,384**	**36,429**	**56,813**	**35,358**	**3,919**

D

BH - Access Of Care

3rd Available appointment

BH ATODA Intakes

Resource	Appointment Type	Next 3rd Open
Agneessens BA CSAC CSIT, Mike F	Intake Mental Health/ATODA-90	May 22, 2017 1:00:00 PM
Kleinschmidt, Heidi Jean	Intake Mental Health/ATODA-90	May 8, 2017 1:00:00 PM
Metoxen MSW APSW SAC , Lynn	Intake Mental Health/ATODA-90	May 11, 2017 10:00:00 AM
Rasmussen BSW CSAC, Dale S	Intake Mental Health/ATODA-90	May 15, 2017 2:00:00 PM

BH-ATODA (C2)

Resource	Appointment Type	Next 3rd Open
Agneessens BA CSAC CSIT, Mike F	Individual Therapy Session-60	Apr 3, 2017 11:00:00 AM
Kleinschmidt, Heidi Jean	Individual Therapy Session-60	Apr 3, 2017 9:00:00 AM
Krueger MSW APSW CSAC, Rebecca	Individual Therapy Session-60	Apr 10, 2017 9:00:00 AM
Lalonde BS CSAC, Scott	Individual Therapy Session-60	Apr 13, 2017 7:00:00 AM
Rasmussen BSW CSAC, Dale S	Individual Therapy Session-60	Apr 4, 2017 11:00:00 AM

BH-Co-Occuring Intake

Resource	Appointment Type	Next 3rd Open
Collier, Carmen D MS LPC CSAC	Intake Mental Health/ATODA-90	May 5, 2017 10:00:00 AM
King MSW LCSW CSAC, Mary Beth	Intake Mental Health/ATODA-90	Jun 29, 2017 8:00:00 AM
Lambert LPC CSAC, Timothy C	Intake Mental Health/ATODA-90	Jun 1, 2017 3:00:00 PM
Nehring MSE LPC CSAC CS, Teri	Intake Mental Health/ATODA-90	Jun 5, 2017 8:00:00 AM

BH-Co-Occuring C2

Resource	Appointment Type	Next 3rd Open
Cheney MSW, LCSW, SAS Benjamin R	Individual Therapy Session-60	Apr 3, 2017 3:00:00 PM
Collier, Carmen D MS LPC CSAC	Individual Therapy Session-60	Apr 6, 2017 2:00:00 PM

BH - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	Individual Therapy Session-60	Apr 11, 2017 7:30:00 AM
Lambert LPC CSAC, Timothy C	Individual Therapy Session-60	Apr 10, 2017 10:00:00 AM
Nehring MSE LPC CSAC CS, Teri	Individual Therapy Session-60	Apr 11, 2017 9:30:00 AM

BH MH Intakes

Resource	Appointment Type	Next 3rd Open
Blanks MA LPC SAC IT, Heidi	Intake Mental Health/ATODA-90	May 30, 2017 9:30:00 AM
Brito, MFT TL SAC IT, Martha	Intake Mental Health/ATODA-90	May 22, 2017 10:00:00 AM
Cornelius-Adkins MSW LCSW SAC CSOT BCD, Torland E	Intake Mental Health/ATODA-90	May 22, 2017 2:00:00 PM
DeGroot, Jessica Lynn	Intake Mental Health/ATODA-90	Sep 19, 2017 9:00:00 AM
Exworthy MSW APSW CSAC, Susan M	Intake Mental Health/ATODA-90	May 19, 2017 9:00:00 AM
Helander MSW LCSW, Valorie	Intake Mental Health/ATODA-90	May 23, 2017 10:00:00 AM
Huhtala MSW LCSW, Rhonda	Intake Mental Health/ATODA-90	May 23, 2017 9:00:00 AM
Shaw MSW LCSW, Lisa	Intake Mental Health/ATODA-90	Jun 22, 2017 10:00:00 AM

BH-Mental Health (C2)

Resource	Appointment Type	Next 3rd Open
Blanks MA LPC SAC IT, Heidi	Individual Therapy Session-60	Apr 10, 2017 8:30:00 AM
Brito, MFT TL SAC IT, Martha	Individual Therapy Session-60	Apr 13, 2017 2:00:00 PM
Cornelius-Adkins MSW LCSW SAC CSOT BCD, Torland E	Individual Therapy Session-60	Apr 25, 2017 7:00:00 AM
Helander MSW LCSW, Valorie	Individual Therapy Session-60	Apr 11, 2017 8:00:00 AM
Huhtala MSW LCSW, Rhonda	Individual Therapy Session-60	Apr 27, 2017 11:00:00 AM
Shaw MSW LCSW, Lisa	Individual Therapy Session-60	May 8, 2017 10:30:00 AM

BH-EMDR Intakes

BH - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	BH-EMDR Intake	May 1, 2017 1:00:00 PM
Shaw MSW LCSW, Lisa	BH-EMDR Intake	May 16, 2017 2:00:00 PM

BH-EMDR Therapy

Resource	Appointment Type	Next 3rd Open
Collier, Carmen D MS LPC CSAC	BH-EMDR Therapy	Apr 21, 2017 2:30:00 PM
King MSW LCSW CSAC, Mary Beth	BH-EMDR Therapy	Apr 18, 2017 8:00:00 AM
Shaw MSW LCSW, Lisa	BH-EMDR Therapy	May 8, 2017 1:00:00 PM

BH-Veteran Eval

Resource	Appointment Type	Next 3rd Open
Shaw MSW LCSW, Lisa	Veterans Evaluation	May 15, 2017 8:30:00 AM

BH-Intial Reiki Appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	Reiki	Apr 27, 2017 2:00:00 PM
Nehring MSE LPC CSAC CS, Teri	Reiki	May 25, 2017 10:00:00 AM
Shaw MSW LCSW, Lisa	Reiki	May 16, 2017 10:30:00 AM

BH-Psych Evals

Resource	Appointment Type	Next 3rd Open
Sayers PHD, Michael	Psychological Evaluation	Apr 7, 2017 8:30:00 AM
Trail PsyD Sharyl	Psychological Evaluation	Apr 18, 2017 1:30:00 PM

BH- Psych Eval FU

BH - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	Individual Therapy Session-60	Apr 11, 2017 7:30:00 AM
Lambert LPC CSAC, Timothy C	Individual Therapy Session-60	Apr 10, 2017 10:00:00 AM
Nehring MSE LPC CSAC CS, Teri	Individual Therapy Session-60	Apr 11, 2017 9:30:00 AM

BH MH Intakes

Resource	Appointment Type	Next 3rd Open
Blanks MA LPC SAC IT, Heidi	Intake Mental Health/ATODA-90	May 30, 2017 9:30:00 AM
Brito, MFT TL SAC IT, Martha	Intake Mental Health/ATODA-90	May 22, 2017 10:00:00 AM
Cornelius-Adkins MSW LCSW SAC CSOT BCD, Torland E	Intake Mental Health/ATODA-90	May 22, 2017 2:00:00 PM
DeGroot, Jessica Lynn	Intake Mental Health/ATODA-90	Sep 19, 2017 9:00:00 AM
Exworthy MSW APSW CSAC, Susan M	Intake Mental Health/ATODA-90	May 19, 2017 9:00:00 AM
Helander MSW LCSW, Valorie	Intake Mental Health/ATODA-90	May 23, 2017 10:00:00 AM
Huhtala MSW LCSW, Rhonda	Intake Mental Health/ATODA-90	May 23, 2017 9:00:00 AM
Shaw MSW LCSW, Lisa	Intake Mental Health/ATODA-90	Jun 22, 2017 10:00:00 AM

BH-Mental Health (C2)

Resource	Appointment Type	Next 3rd Open
Blanks MA LPC SAC IT, Heidi	Individual Therapy Session-60	Apr 10, 2017 8:30:00 AM
Brito, MFT TL SAC IT, Martha	Individual Therapy Session-60	Apr 13, 2017 2:00:00 PM
Cornelius-Adkins MSW LCSW SAC CSOT BCD, Torland E	Individual Therapy Session-60	Apr 25, 2017 7:00:00 AM
Helander MSW LCSW, Valorie	Individual Therapy Session-60	Apr 11, 2017 8:00:00 AM
Huhtala MSW LCSW, Rhonda	Individual Therapy Session-60	Apr 27, 2017 11:00:00 AM
Shaw MSW LCSW, Lisa	Individual Therapy Session-60	May 8, 2017 10:30:00 AM

BH-EMDR Intakes

BH - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	BH-EMDR Intake	May 1, 2017 1:00:00 PM
Shaw MSW LCSW, Lisa	BH-EMDR Intake	May 16, 2017 2:00:00 PM

BH-EMDR Therapy

Resource	Appointment Type	Next 3rd Open
Collier, Carmen D MS LPC CSAC	BH-EMDR Therapy	Apr 21, 2017 2:30:00 PM
King MSW LCSW CSAC, Mary Beth	BH-EMDR Therapy	Apr 18, 2017 8:00:00 AM
Shaw MSW LCSW, Lisa	BH-EMDR Therapy	May 8, 2017 1:00:00 PM

BH-Veteran Eval

Resource	Appointment Type	Next 3rd Open
Shaw MSW LCSW, Lisa	Veterans Evaluation	May 15, 2017 8:30:00 AM

BH-Intial Reiki Appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	Reiki	Apr 27, 2017 2:00:00 PM
Nehring MSE LPC CSAC CS, Teri	Reiki	May 25, 2017 10:00:00 AM
Shaw MSW LCSW, Lisa	Reiki	May 16, 2017 10:30:00 AM

BH-Psych Evals

Resource	Appointment Type	Next 3rd Open
Sayers PHD, Michael	Psychological Evaluation	Apr 7, 2017 8:30:00 AM
Trail PsyD Sharyl	Psychological Evaluation	Apr 18, 2017 1:30:00 PM

BH- Psych Eval FU

BH - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Sayers PHD, Michael	Psychological Eval Follow Up	Mar 31, 2017 3:00:00 PM

BH-Child Evals

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Child Eval	Jun 8, 2017 8:00:00 AM

BH-Child Med Checks

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Child Med Check	May 3, 2017 7:00:00 AM

BH-Adult Evals

Resource	Appointment Type	Next 3rd Open
ONeill, MD, Michael	BH-Adult Eval	Jul 3, 2017 9:00:00 AM
Patil MD, Veeranagouda	BH-Adult Eval	Jun 28, 2017 1:00:00 PM
Rodriguez MD, Josefina	BH-Adult Eval	Jun 30, 2017 4:00:00 PM

BH-Med Checks

Resource	Appointment Type	Next 3rd Open
ONeill, MD, Michael	BH-Medication Check	May 18, 2017 11:30:00 AM
Patil MD, Veeranagouda	BH-Medication Check	Apr 12, 2017 1:30:00 PM
Rodriguez MD, Josefina	BH-Medication Check	May 1, 2017 3:00:00 PM

BH-RN Triage Assessment

Resource	Appointment Type	Next 3rd Open
Paluch MSE RN LPC, Dave	RN-Psychatric Nursing Assessment	Apr 26, 2017 9:30:00 AM
Skrivanie MSN RN, Lois	RN-Psychatric Nursing Assessment	Apr 11, 2017 2:00:00 PM

BH - Access Of Care

3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Sayers PHD, Michael	Psychological Eval Follow Up	Mar 31, 2017 3:00:00 PM

BH-Child Evals

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Child Eval	Jun 8, 2017 8:00:00 AM

BH-Child Med Checks

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Child Med Check	May 3, 2017 7:00:00 AM

BH-Adult Evals

Resource	Appointment Type	Next 3rd Open
ONeill, MD, Michael	BH-Adult Eval	Jul 3, 2017 9:00:00 AM
Patil MD, Veeranagouda	BH-Adult Eval	Jun 28, 2017 1:00:00 PM
Rodriguez MD, Josefina	BH-Adult Eval	Jun 30, 2017 4:00:00 PM

BH-Med Checks

Resource	Appointment Type	Next 3rd Open
ONeill, MD, Michael	BH-Medication Check	May 18, 2017 11:30:00 AM
Patil MD, Veeranagouda	BH-Medication Check	Apr 12, 2017 1:30:00 PM
Rodriguez MD, Josefina	BH-Medication Check	May 1, 2017 3:00:00 PM

BH-RN Triage Assessment

Resource	Appointment Type	Next 3rd Open
Paluch MSE RN LPC, Dave	RN-Psychatric Nursing Assessment	Apr 26, 2017 9:30:00 AM
Skrivanie MSN RN, Lois	RN-Psychatric Nursing Assessment	Apr 11, 2017 2:00:00 PM

BH - Access Of Care

3rd Available appointment

BH-Eval FU

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Eval FU	Jun 29, 2017 3:00:00 PM
ONeill, MD, Michael	BH-Eval FU	May 18, 2017 10:30:00 AM
Patil MD, Veeranagouda	BH-Eval FU	Jun 9, 2017 1:30:00 PM
Rodriguez MD, Josefina	BH-Eval FU	Apr 21, 2017 5:00:00 PM

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

2. General Information:

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

Agenda Header: Development Division 2nd Quarter Report

☒ Accept as Information only

☐ Action - please describe:

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. Attached report
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Development Division

Development Branch – Troy D. Parr
Operations Branch – Jacque Boyle

2nd Quarter: January, February & March 2017.

Revised: 4/10/17

Development Division – *Renewed Vision & Effort*

Below are some highlights of FY '17, Second Quarter Development Branch work efforts:

Community Development

The Development Branch Team continues to focus on the Community Planning and Development efforts in Central Oneida, as well as the entire Oneida Reservation. These efforts include creating opportunities for economic development, social engagement, recreation, dining, housing and essential needs in small business growth. The focus in Central Oneida remains to create the context for redevelopment of the heart of the Oneida Reservation through new infrastructure and community design.

The latest effort has gotten some momentum with the help of a grant from Internal Services which generated the conceptual design for a multi-use community building and gathering space. This concept has a food nexus and offers entrepreneurial opportunity. This year's HUD Indian Community Development Block Grant is being written to support this project. The focus of the grant application will be to provide funding for the infrastructure for this project. The goal remains to bring back some of the great experiences Oneida's have historically enjoyed most about this significant place, while creating a *Community of Well-Being that is Uniquely Oneida.*

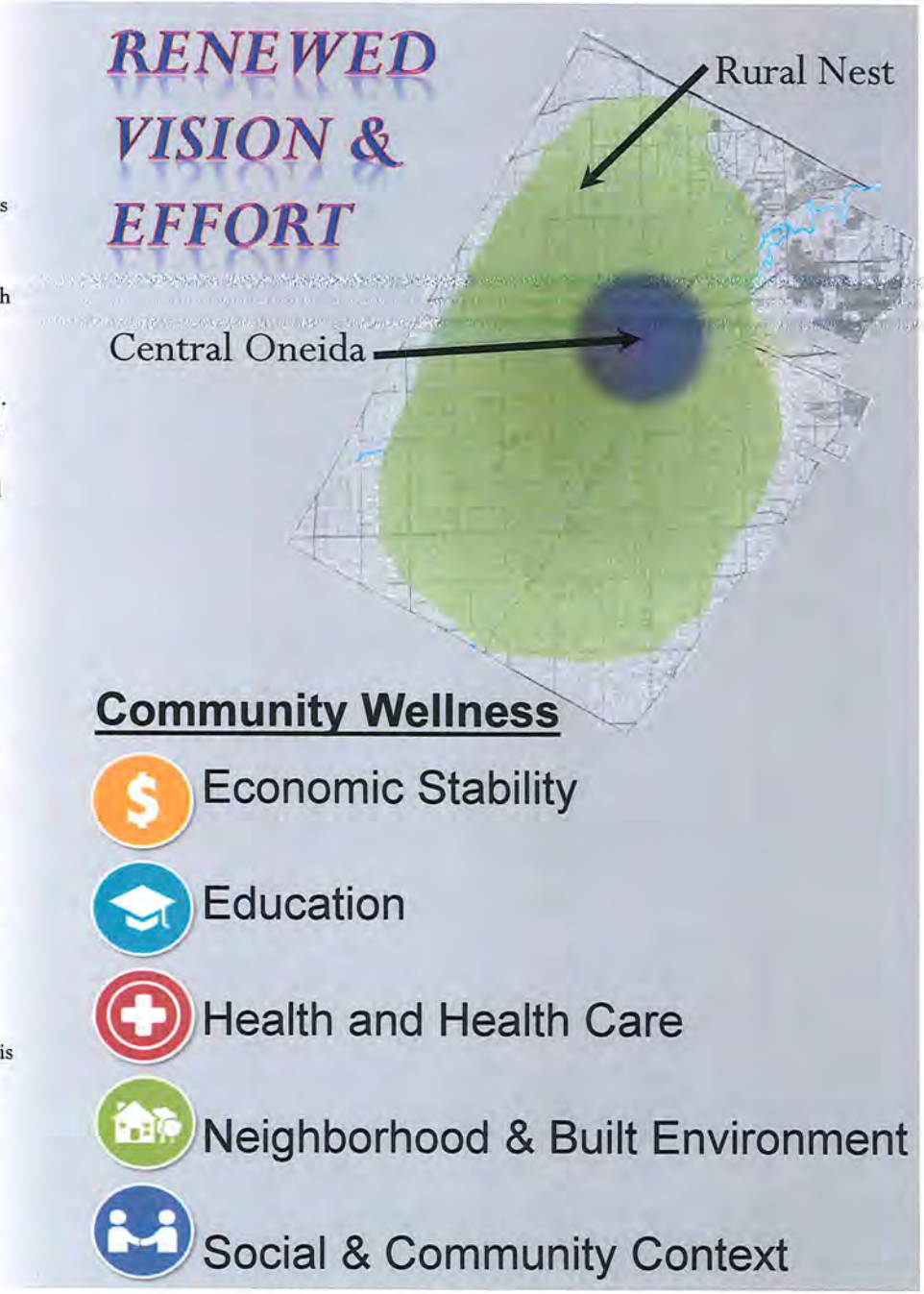
Creating New Housing Opportunities

Work continues on completing the consolidation of all housing entities under one roof. The proposed new Comprehensive Housing Division (CHD) will serve as a "one stop shop" for all Oneida Members housing needs. Although the Division of Land Management has led this transition effort, the Development Branch will continue to collaborate with the new CHD to plan and design new neighborhoods, new Home Builder Opportunity (HBO) lots for Oneida Members as well as lead the design and construction efforts of the new housing inventory of Oneida Housing Authority.

Creating New Revenues

The Development Branch continues to work with Division of Land Management (DOLM) and the Land Commission to generate new revenue through commercial land leasing. This is a practice that has in the past proven to be very lucrative for the Oneida Nation. This new revenue stream provides a low-risk, non-capital investment approach to generation of new revenues. By assisting DOLM to identify new lease clients and market key properties, Oneida is able to take gain new revenue streams as the national & regional economic activities ramp-up.

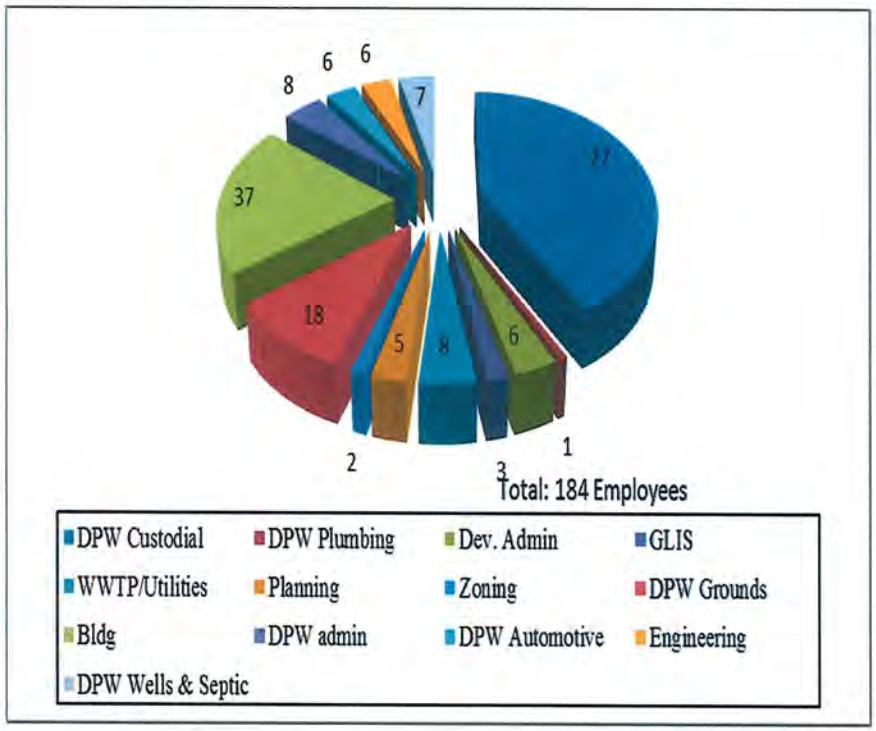
Yaw^ko,
Troy D. Parr, AIA
Oneida Architect



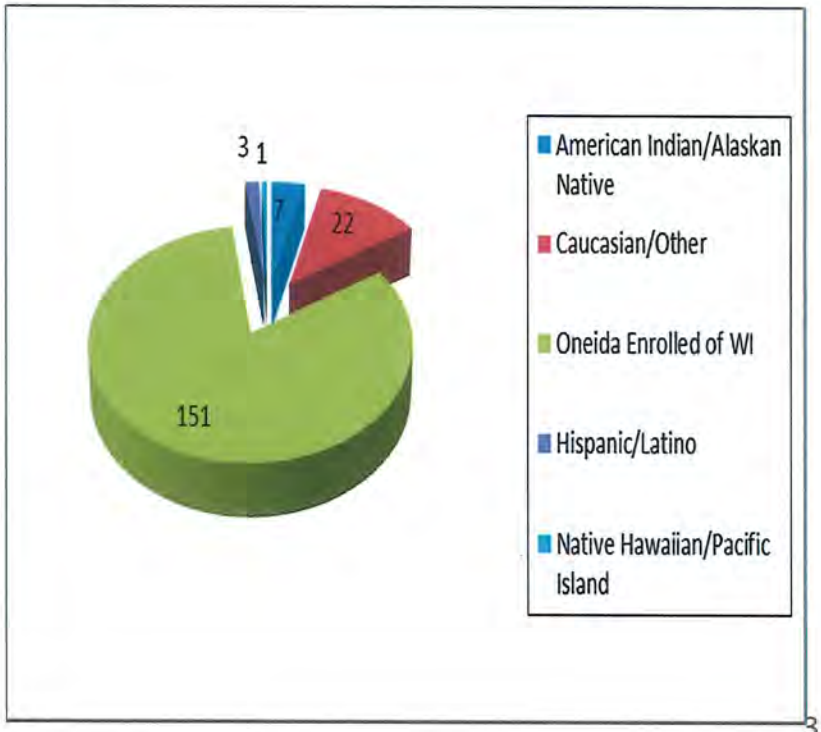
Development Division – Quarterly report

- The Development Division supports the overall physical well-being of our nation as expressed by planning, designing, constructing and maintaining the Tribal facilities, space and physical systems and provide accurate corresponding data to the nation.
- The Development Division consists of the Development Branch which is GLIS, Planning & Statistics, Transportation, Zoning and Engineering. The Operations Branch/DPW include: Plumbing, Automotive; Facilities, Groundskeeping, Custodial, Automotive, Wells & Septic's, Utilities and Waste Water Treatment Plant.

Employees by Department



Tribal Members vs. Others

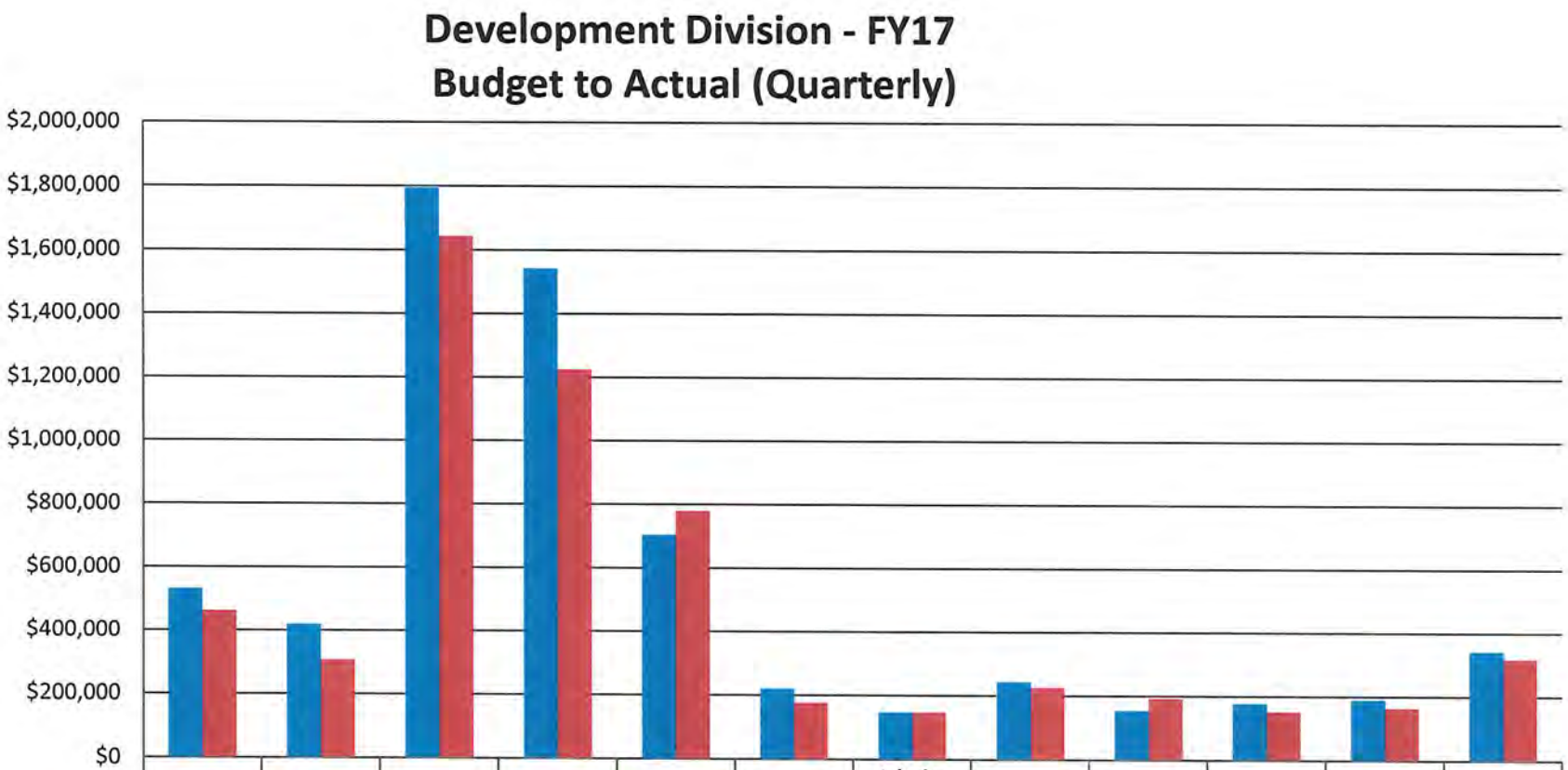


Development Division – Quarterly report

This information reported is for the 2nd Quarter of the Fiscal Year (January, February and March 2017).

Department	Budget	Actual	Variance	%
Utilities	$530,748	$461,784	$68,964	12.99%
DPW Admin	$418,463	$305,012	$113,451	27.11%
Custodial	$1,794,174	$1,643,059	$151,115	8.42%
Facilities	$1,542,194	$1,224,753	$317,441	20.58%
Grounds	$703,242	$778,737	-$75,495	-10.74%
Auto	$219,017	$175,789	$43,228	19.74%
Admin-Development	$145,978	$145,364	$614	
Planning	$241,543	$223,920	$17,623	7.30%
Engineer	$153,545	$192,226	-$38,681	-25.19%
GLIS	$176,646	$150,751	$25,895	14.66%
Zoning	$188,299	$162,739	$25,560	13.57%
Wells & Septic	$340,953	$316,550	$24,403	7.16%
Total FY17	$6,454,802	$5,780,684	$674,118	11.66%
Update: April 17, 2017				

Development Division– FY 16 (4th Quarter)We are 11.66 better than budget



	Utilities	DPW Admin	Custodial	Facilities	Grounds	Auto	Admin-Development	Planning	Engineer	GLIS	Zoning	Wells & Septic
Series1	$530,748	$418,463	$1,794,17	$1,542,19	$703,242	$219,017	$145,978	$241,543	$153,545	$176,646	$188,299	$340,953
Series2	$461,784	$305,012	$1,643,05	$1,224,75	$778,737	$175,789	$145,364	$223,920	$192,226	$150,751	$162,739	$316,550

Development Division

- **Project List by Department:**
  - Engineering – (Contact Paul Witek: 920-869-4543)
    - Residential Home sites.
    - Health Center Miscellaneous
    - Social Services Building Remodel – Phase V
    - Oneida Nation High School
    - Cemetery Improvements
    - Uskah Village Apartments
    - Oneida Nation Farms Manure Pit
    - Early Head Start Facility
    - Oneida Golf Enterprise Remodel – Phase II
    - Water Main Loop
    - NHC Remodeling – Phase VIII
    - NHC Remodeling – Phase II
    - Business Park Storm Water
    - Oneida Fishery Restoration – Phase II
    - Solar Electric Deployment, assistance.
    - Tribal Transportation Program, assistance
    - Main Casino Exterior Enhancements
    - Mason Street Casino Exterior Enhancements
    - O.F.F. Facility Improvements
    - Oneida Recreation Complex
    - Tsyunhehkwa Storage/Shelter
    - Elder Village Cottages – Phase II
    - Elder Village Cottages – Phase II
    - Miscellaneous Small projects

Development Division (Departmental Updates)

- Engineering:

  We are managing the various CIP, Non-CIP, OHA, and other miscellaneous projects. We provide assistance to the Zoning Department with plan reviews for code compliance. In addition, we help various Tribal Departments with design and construction coordination for minor interior remodel projects. Major projects are identified in listing above. (James Petitjean – Interim Assistant Division Director; Paul Witek - Senior Architect.); (Vacant positions: 0; Paul Witek – Senior Tribal Architect).

  - Oneida Housing Authority:

    Elder Village – Cottages: Phase II – We are reviewing with Louis Wasserman the Architect; the designs for five different plans to construct up to 12 cottages construction to begin in July 2017.

  - Uskah Village – Town Home Apartments Phase I Townhome Apartment

    #1 is in the Final stage and is scheduled to be handed over to OHA by the end of April occupied in May 2017. Phase II – contracting with RJM Construction LLC for Uskah Village Apartments. Building (3) 4-plex Townhome Apartments; construction is scheduled to start in May 2017.

Development Division - (Departmental Updates)

- N6454 Oakwood Court House Reconstruction (fire damage)
- Sealed Bids are being opened 3:pm April 27, 2017 at LBDC.
- Construction is to be completed and the house occupied by January 2018.
- Adding a detached garage to project.

- **GIS**: GIS is currently down one technical support person, efforts to utilize MIS and fill the position are ongoing and moving along. This position is vital to the GIS database/mapping and requires an expertise in programming and Web design.
  - The revision of the LUTU process is moving along with continued efforts to finalize SOP's and Rules that are necessary to this new process. Communication between the many areas involved in this process has dramatically changed. The cooperation and teamwork from all areas to create a process that is streamlined and effective has definitely helped us reach this phase of the revision.

Development Division - (Departmental Updates)

- **Planning & Statistics**
  - Community Outreach – Oneida

Oneida Life Sustenance Community Center project has a completed document that the Planning Department is using to update the organizations stakeholders, GSD, OHA, and Recreation have reviewed the work and support the concepts created.

Community Based Planning Process – Comments were received and Planning Department will come together one more time for final review before presenting to other departmental staff.

Development Division - (Departmental Updates)

- **Planning & Statistic's continued**

  - Central Oneida Area Development Plan/Oneida Harvest – Life Sustenance Community Center/Transportation Project. Joanie Buckley, Governmental Services Director identified funding resource to allow for the creation of a foot print for the food center. The drawings will aid the presentation of information for potential grants and funding resources. Johnsen and Schmaling completed the work to develop conceptual designs for future development on the BP site (February and March). The designer took into account the completed work from Chris Cornelius which addressed the transportation component in Upper Oneida. Updated the Land Commission in March , April of 2017 and CDPC in January, February and March 2017. This update included the discussion of the transportation project and public space. Land Commission approved a list of activities that support the first phase of development in Upper Oneida. CDPC (February) approved the Planning department to move forward with the concepts for development of the transportation project and community space (BP Site). A letter of support is being drafted for them to sign to submit to ICDBG application. Short term goals that align with the LPGA event include working with Dan Brooks, Tribal Forester. He has committed to plant a portion of the trees donated from the First Downs for Trees program in Upper Oneida.

  - Central Oneida Transportation Plan – Contacted the BIA roads department to discuss criteria for eligible funding.

  - Oneida Community Trail System – Oneida Renewed emphasis on Quality of Life outcomes for health and recreation has spurred collaboration to create health and vibrant transportation alternatives. Walking and biking for the past few decades have been difficult on the Oneida Reservation. Over the past several years steps to create an integrated trails network has been taken to improve health, transport, and recreation opportunities on community trails systems and to design a safe and convenient biking/walking community.

Development Division – (Departmental Updates)

- **Planning & Statistic's continued**

  - Model Housing Project - A special set aside from the United States Department of Housing and Urban Development supports the development of a model housing project on the Oneida Reservation. Three Options are being proposed.
    - ✓ Option A An extended family home is a larger house (4-6 bedrooms) that is design to have shared and private spaces serving multi-generational families, and families that bring in relatives and friends into their home. It essential combines a small apartment or efficiency with a larger more standard home. Privacy is maintained by having a common entrance (a breezeway), that allows family members come and go into potentially shared spaces.
    - ✓ Option B (Rural) An affordable starter home for one and two person households that has the ability to be added on to as the family grows and establishes equity value in the home. While older urban communities have a stock of affordable homes in the center city. The Oneida Reservation is located in a rural/suburban fringe and the opportunity to buy older starter homes is limited. It is proposed to build an affordable energy efficient starter home for a one and two person household that has the ability to be added on to in Central Oneida. Including in the Model Housing Project is an exploration of building housing components in a controlled environment to provide jobs for Tribal Members and to control cost to meet affordability goals.
    - ✓ Option B (Urban) An affordable starter home for one and two person households that has the ability to be added on to as the family grows and establishes equity value in the home. While older urban communities have a stock of affordable homes in the center city.

Development Division (Departmental Updates)

- **Planning &Statistic's Continued**

  - The Oneida Reservation is located in a rural/suburban fringe and the opportunity to buy older starter homes is limited. It is proposed to build an affordable starter home for a one and two person household that has the ability to be added on to in the Three Sisters Neighborhood. Including in the Model Housing Project is an exploration of building housing components in a controlled environment to provide jobs for Tribal Members and to control cost to meet affordability goals.

  - Three Sisters Neighborhood Improvement Plan – The Three Sisters Neighborhood is near essential tribal services and it needs to be developed to maximize quality of life for its residents. The neighborhood includes close access to schools, grocery stores, banks, social services and recreational opportunities. A neighborhood plan that includes the development of a mixture of new housing types, with direct access to public space, is being proposed.

  - Mason Street/State Highway 54 Corridor Plan – Mason Street/State Highway 54 Corridor Plan from Taylor Street to the Green Bay city boundaries at Pleasant Lane. We believe intermodal transportation improvements, understanding the market and a strategy to maximize real estate investment opportunities can help transform this area, which historically served as an industrial park on the urban fringe, transition into a vibrant integrated urban neighborhood. The area presently contains Northeast Wisconsin Technical College, proposed new student housing, several nearby schools, commercial and retail areas, apartments, under developed land, and neighborhoods which are relatively disconnected from each other. A corridor plan that supports the creation of a dense, walkable, safe, accessible traffic efficient "Mason Street Neighborhood" that maximizes real estate investment, will create a better environment for all those who live, work, learn, or shop along the corridor.

Development Division (Departmental Updates)

- **Planning & Statistics Continued..**

  - Green Valley Housing Neighborhood- Green Valley is built on the premise that each neighborhood has a unique design, a specific housing type, and access to nature, is connected to the greater community, and built to enhance the quality of life of the residents who live there. It is proposed that the next phase of development additional apartments with ground level access and a starter home neighborhood.

  - Apple Orchard Improvements - The Oneida Apple orchard is a center of tourist activity in the summer time with Apple Fest as its main event. Improvements to the facility such as parking, access points in and out of the apple orchard compound , replacing old trees, and production facilities is needed to continue to be community asset.

  - The former Kurowski/Guntlisbergen Farms - Neighborhood Development Plan – A phased development of the former Kurowski/Gunlisbergen farms into a neighborhood that includes mixture of four and five bedroom large family homes extend family model home and starter homes.

  - Since the Statistician position was vacated, the Planning Department has also taken additional work in Survey Monkey. These surveys are requests that come from many different areas of the organization. An initiative to train other departments in this task is ongoing

Development Division (Departmental Updates)

- GLIS
  - GIS is currently down one technical support person, efforts to utilize MIS and fill the position are ongoing and moving along. This position is vital to the GIS database/mapping and requires an expertise in programming and Web design.
  - The revision of the LUTU process is moving along with continued efforts to finalize SOP's and Rules that are necessary to this new process. Communication between the many areas involved in this process has dramatically changed. The cooperation and teamwork from all areas to create a process that is streamlined and effective has definitely helped us reach this phase of the revision.
  - There are many requests for training of the GIS Website we are currently working to create a step by step process that can be used to train first time users. We will move into creating training for users that need additional help with this website.
- Zoning
  - Zoning is currently gearing up for the busy season. There are many large projects that are being review for the area located on or around Mason Street. Zoning is also working with minimal staff as 2 positions are vacated temporarily.
  - Currently Zoning has issued 14 Building Permits, 6 land use permits and no Sanitary Permits. This time last year we issued 25 total permits during this quarter.
  - Zoning also issued its first citation to a Tribal resident for Public Nuisance in accordance with Sec. 605.6-12 of the Zoning and Shoreland protections law. This citation stemmed from numerous residential complaints. The Zoning department attempted to gain voluntary compliance with the residents, when these attempts failed the Citation Process was initiated. At this time the residents have made every attempt to rectify the situation and according to the Zoning Department are currently in compliance.

ONEIDA

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

ONEIDA NATION
DEPARTMENT OF PUBLIC WORKS
OPERATIONS

Photo Compliments of Packer City Trucks

2017

2nd Quarter Report

ONEIDA

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

Automotive

The most important provisions for the Oneida Nation is safe operations of vehicles used for the Nation's business to remain operational to their full potential. This is done by scheduled maintenance and repairs of departmental vehicles.

Community Wells & Septic, Plumbing

To upgrade the standard of living by providing complying Septic Systems and potable water supply from Private Wells. To be the first line of defense again disease prevention.

Custodial

The DPW custodial department maintains all non-gaming Oneida Nation occupied buildings in a clean, sanitized, and safe environment through teamwork, communication, and quality customer service.

Facilities, Maintenance

The facilities department provides preventative and regular maintenance, remodeling, fire and security monitoring, event coordination, and departmental moves for 80+ buildings and their departments.

Grounds Keeping

The overall maintenance of all of the Oneida Nation's grounds, roads, landscaping, and 24 hour snow removal along with Tribally owned roads is the mission of the Grounds Keeping Department.

Utility/WWTP

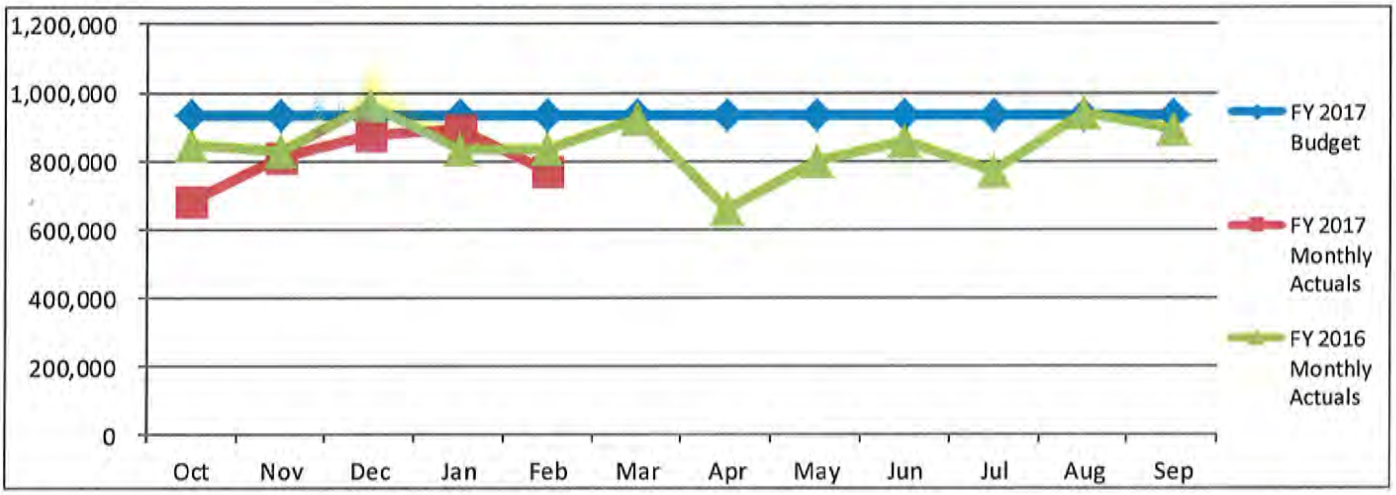
Provide safe drinking water and environmentally safe wastewater treatment and septage removal. Provide billing for sewer and water, septic removal and refuse/ recycling services.

ONEIDA

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

Department of Public Works Financials

Budget versus Actuals



- YTD Actuals are at $629,537 positive variance versus YTD Budget
- Employee wage increases account for $195,682 of the variance which will be reflected in the May 2017 YTD Statement
- Other major contributing factors to the positive variance are vacant positions, medical leaves, and implementation of trade back for cash to occur later this year.
- Reorganization efforts have also created shared positions, efficiencies, and reduced overall personnel costs.
- Projects have been delayed until the FY17 budget was approved.

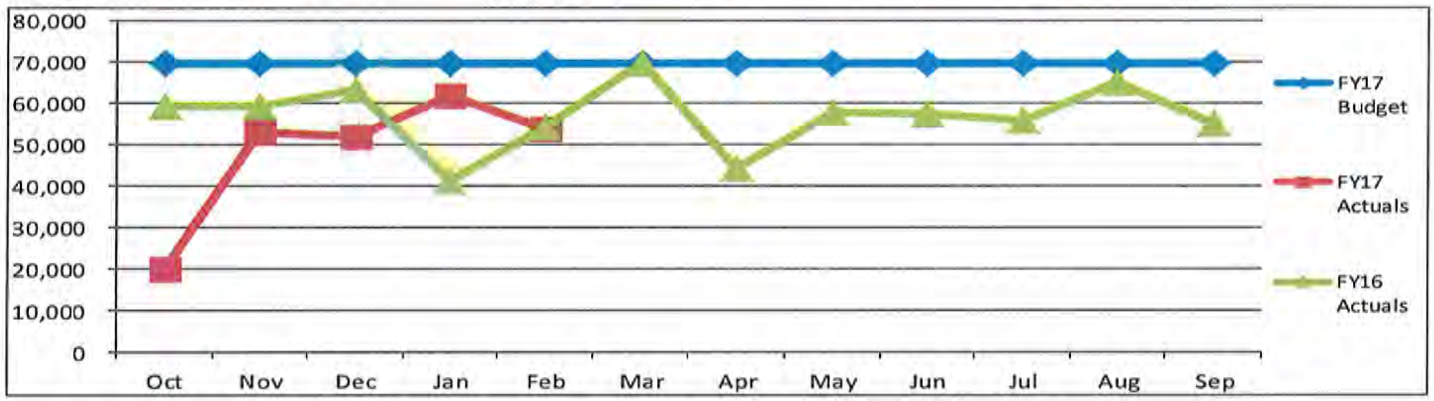
ONEIDA

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

Department of Public Works

Administration

The Department of Public Works Administration provides services and support for all of DPW Business Units, internal and external customers. We provide administrative services, budget and financial support services, community services, continuous improvement, customer services, fleet vehicle services, human resources services, safety awareness, and training services.



This past quarter, there was tremendous effort given to planning and implementing a snow and ice removal plan that would meet the needs of the various entities in the organization. Site plans provided by GIS were used by the Grounds Keeping crew to create snow removal plans and schedules for each parking lot and facility. Emphasis was given to improving communication between DPW and entities such as Gaming, Retail, and Emergency Management. DPW also had preplanning meetings before the storms as each presented unique challenges. The Grounds Keeping did a tremendous job and was assisted by personnel from the Facilities, Custodial, Gaming Maintenance, Wells & Septic, and Automotive Departments. The overall goal is to reduce any type of incidents, claims, and provide safe access to the buildings.

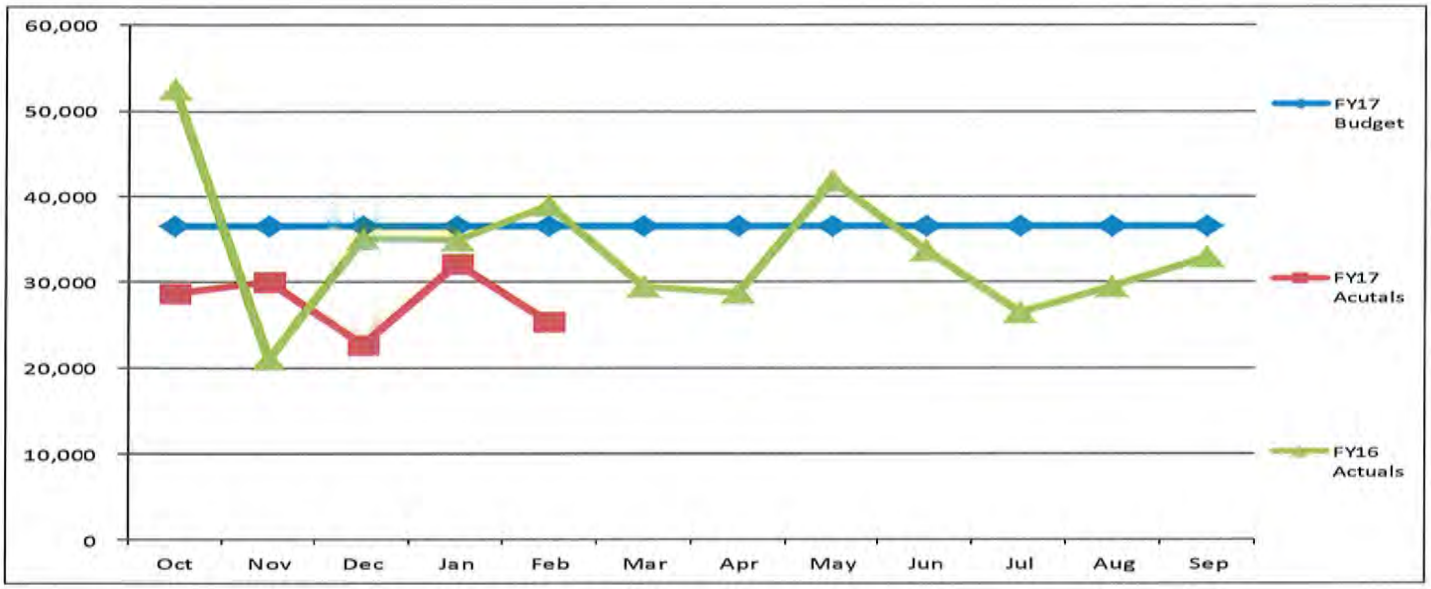
The custodial area is under continuous assessment and evaluation utilizing industry standards throughout the operation to determine staffing levels, cleaning procedures, and training needs. A custodial team has been developed to recreate the custodial handbook which will create consistency in training across the department and also address the specific needs of healthcare facilities, education facilities, and childcare facilities. One of our main challenges in this department is in meeting staffing needs. This is due to personnel leaving employment for higher wages being offered elsewhere, very few candidates applying for vacant positions, high rate of medical leaves, and retiring employees.

Wells & Septic/Plumbing, Facilities, and Utilities are gearing up for projects that are scheduled over the Spring and Summer months. There are many capital improvement projects that have been approved through the budget process that will be underway. With the shortened timeframe, some capital expenditure projects may have to be rescheduled. A progress report on the capital expenditure projects will be included in next quarter's report.

ONEIDA

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

Automotive Department



2nd Quarter Services

Automotive Work Orders Completed: 331

Vehicle Requests: 110

Fleet Detailing: 138

Property, Equipment, Vehicle Incident Reports: 6

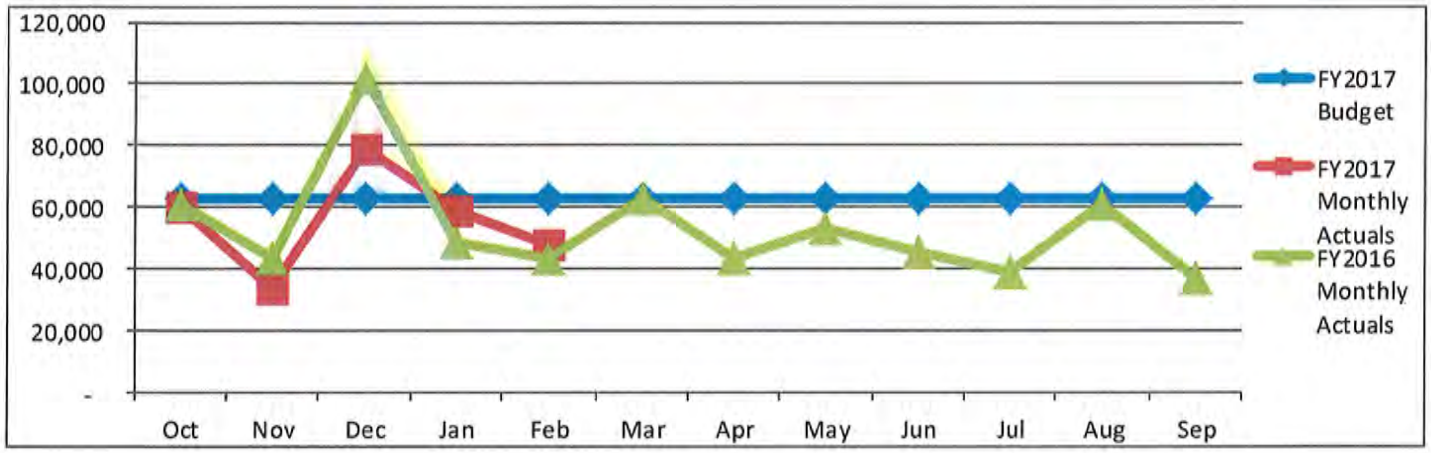
Program Alignment Summary

Alignment	Description	Status
Committing to Building a Responsible Nation	Implement Archibus System for inventory	Parts/Supplies data are being entered into the system. Approximately 15% complete.

ONEIDA

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

Community Wells and Septic, Plumbing



Projects

Description	Status
IHS Project BE-13-J05	RO unit installed, Pressure Tank and Water Supply, Soil Evaluation
IHS Project BE-15-J50	14 Applicants,
	Possible HBO Sites
IHS Water and Sewer Extension	7 ne w HBO Sites

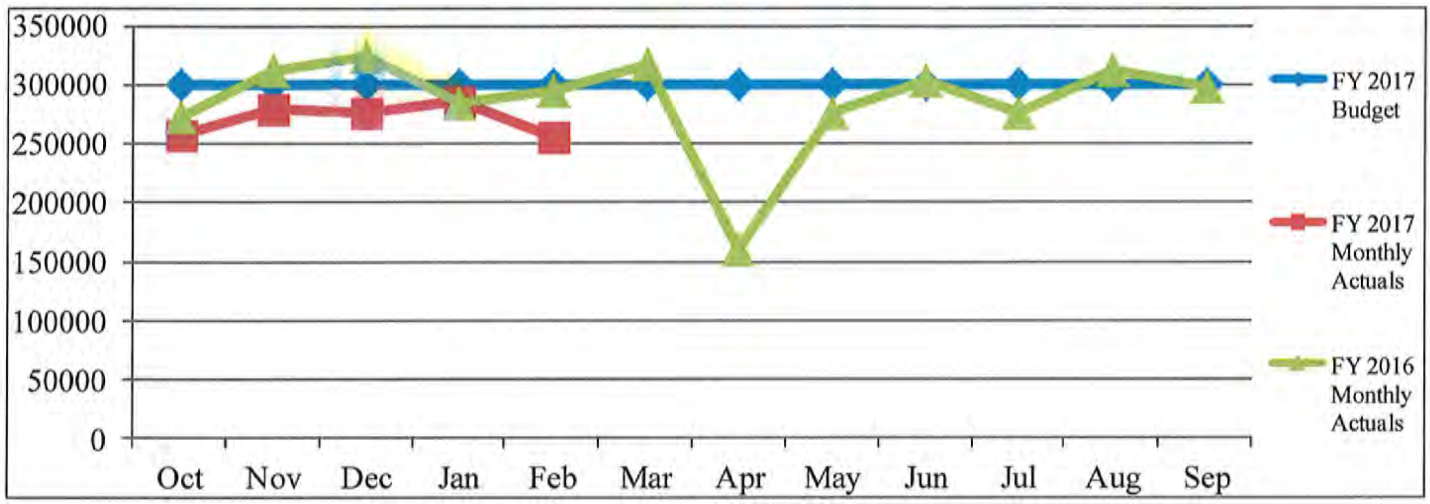
Program Alignment Summary

Alignment	Description	Status
Commitment to Building a Responsible Nation	Scatter Sites Well & Septic Installation	32 Septic Related 29 Water and Well Related
Commitment to Building a Responsible Nation	Planning and Engineering	Beechtree, Metoxen Lane, Farm
Commitment to Building a Responsible Nation	Tribal Facilities Plumbing projects, repairs and services	60 Work Orders
Commitment to Building a Responsible Nation	Other: Elder Services, Housing, Authority, and Tribal Members	66 Work Orders

ONEIDA

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

Custodial Department



Projects/Services

Description/Project	Status
Equipment	Obtaining quotes for Capital Expenditures purchases
	Inventory of equipment has been completed
Eye Wash Stations	Installed in necessary locations
Flooring at Retail Outlets	Coordinating Team to focus on floor care and Oneida One Stops

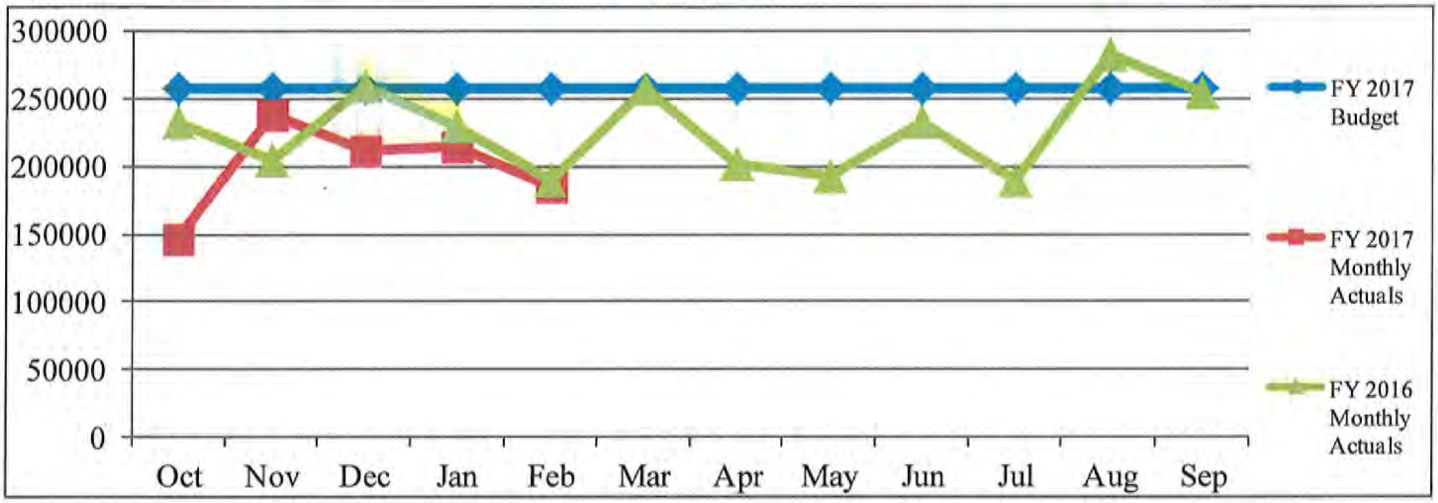
Program Alignment Summary

Alignment	Description	Status
Create a Positive Organizational Culture	Develop Training Program	Determine procedures to be included and specific to each building
Commitment to Building a Responsible Nation	Define Building Cleaning Standards	Custodial team is meeting to up-date handbook, and began using it for orientation of new emloyeees

ONEIDA

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

Facilities Department



Initiatives

Initiatives	Status
Solar Deployment Project	Working with Technical Team
Capital Expenditure Projects	Currently in design bid process for roof replacement, flooring, controls upgrade replacement, and Social Services Building Boiler replacement
Emergency Generators	Annual Preventative Maintenance scheduled including load bank testing if necessary

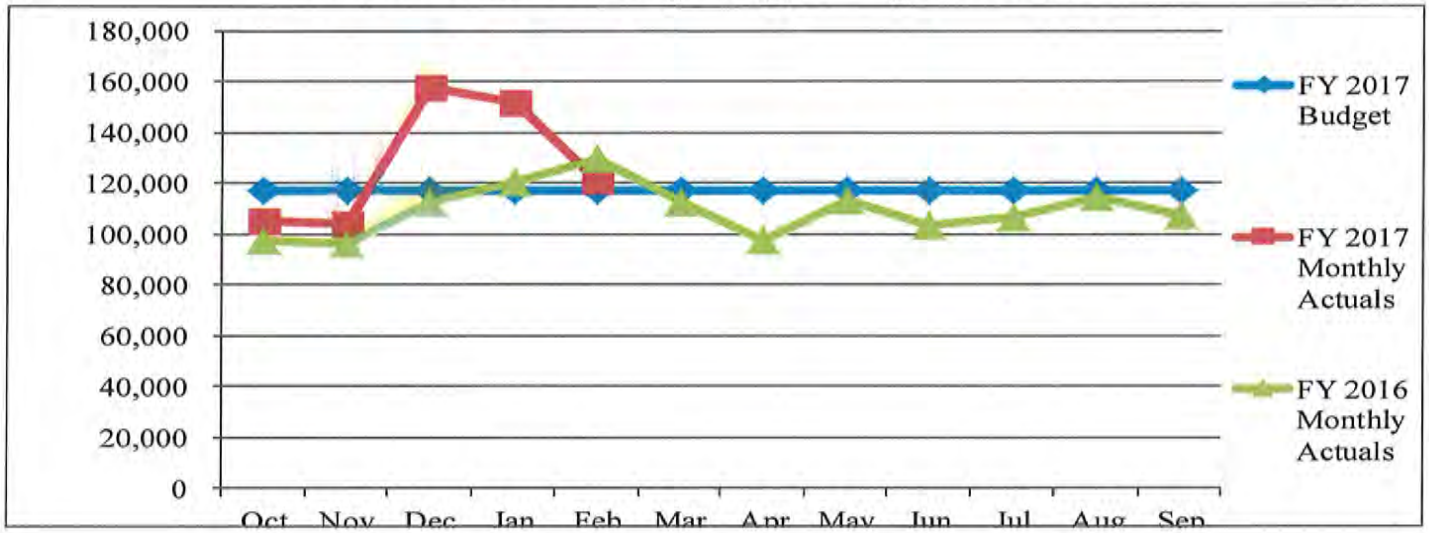
Program Alignment Summary

Alignment	Description	Completed
Committing to building a Responsible Nation	Implementation of Archibus computerized maintenance management system	Upgrade to Web based system has been completed, training received, migrating data from Maximo
Committing to building a Responsible Nation	Complete Facility Condition Assessments	Building Assessments completed for Civic Center, Archiquette Building, Parish Hall, and Museum.

ONEIDA

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

Grounds Keeping Department



Projects/Services

Project/Services	Status
Building Landscaping Assessments	Working with Facilities Team and Planning to complete Landscaping assessments
Assets	Updated Asses Listing and Tool Inventory
Equipment	Obtaining quotes for Capital Expenditure Budget

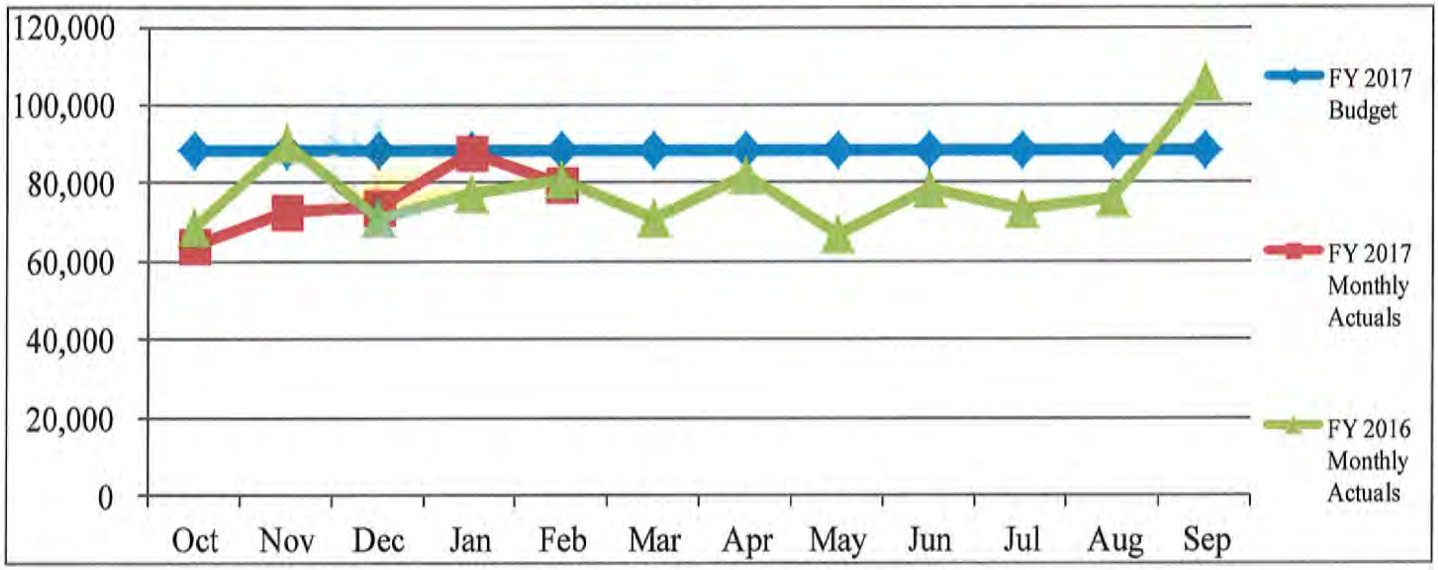
Program Alignment Summary

Alignment	Description	Status
Committing to building a Responsible Nation	Develop Standards for Buildings	Daily routes and logs updated and SOP's created
Committing to building a Responsible Nation	Snow Removal Plans	Schedules, site layouts, logs up-dated and completed.
Committing to building a Responsible Nation	Lawn Maintenance	Five facility reports completed

ONEIDA

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

Utilities Department



Services Provided

Service	Status
Work Orders	69 Completed
Locate Requests	51 Completed
Septic Pumping	121 Completed

Program Alignment Summary

Alignment	Description	Completed
Committing to building a Responsible Nation	Public Water Legal Mandate/ Regulatory Compliance	EPA weekly sampling and testing for 2nd quarter were all in compliance with standards and regulations
Committing to building a Responsible Nation	Public Sewer Legal Mandate/ Regulatory Compliance	EPA weekly sampling and testing for 2nd quarter were all in compliance with standards and regulations

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 04 / 26 / 17

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 Governmental Services Division FY '17 2nd quarter report

3. Supporting Materials

☒ Report ☐ Resolution ☐ Contract

☐ Other:

1. 3.

2. 4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: George Skenandore, GSD Director

Primary Requestor/Submitter: _____
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Governmental Services Division

FY 2017 Second Quarter Report

George Skenandore, Division Director

DIVISION EXECUTIVE SUMMARY

The purpose of the Governmental Services Division (GSD) is to provide education and lifelong learning opportunities, programs, and services for individuals and families to further improve their wellbeing. The second quarter report of GSD reflects the continual high level of use of programs/services by community members of all ages. Program areas and the employees who serve in those areas continue providing quality customer care and services consistent with the mission, vision and values of the Nation as a whole. In an effort to improve operationally across the Division, performance assurance audits continue to occur with findings being followed up on as required. There are position vacancies being addressed to enhance the service to the customer/client base and the work teams that serve them. Budget preparations will begin for the 2018 fiscal year with the interest to review the Division operations to ensure that efficiencies and best practices are considered as part of program design and delivery of services. We are thankful for the opportunity to serve the community and for the community's support throughout the years.

CULTURAL HERITAGE AREA

Executive Summary

NARRATIVE	DEMOGRAPHIC TITLES & #'s		FREQUENCY/ UTILIZATION	BULLET POINTS
Mission Statement: To preserve, protect, maintain, and interpret the Oneida traditions, artifacts, language, customs, and history in a manner that shall promote the dignity and respect of the Oneida people and culture. Core Values: Kahletsyalúsla - The Heart felt encouragement of the best in each of us. Kanolukhwásla - Compassion, caring, identity and joy of being. Kaʔnikuli·yó - The openness of a the good spirit and mind Kaʔtshatʎsla - The strength of belief and vision as a People. Kalihqi·yó - The use of good words about ourselves, our Nation, and our future. Twahwahtsílayʌ - All of us are Family. Yukwatsístayʌ - Our fire, our spirit within each one of us.	Base #:	4804	Customers used the Oneida Cultural Heritage Services 17, 396 times in the 2nd quarter of FY17	Refer to Bullet Points under each department header.
	AGE GROUPS		17396	
	0-3:	253	**Social Media Counts:**	
	4-9:	375	21,127	
	10-17:	1375	**Emails relating to services:**	
	18-30:	665	7313	
	31-54:	1208	**Phone calls relating to services:**	
	55-70:	390		
	70+:	8	1397	
	Non-Oneida	530		

2

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
Cultural Heritage Administrative Office identifies and develops initiatives to meet resolutions: 09-25-84 A 03-17-89 A 05-04-90 08-12-00 C 04-03-02 B 08-10-05 A using information from the 2005-2025 comprehensive plan survey responses, and the quality of life reports and event surveys. Our primary focus is on developing, implenting, monitoring, and improving the following: 1. A two (2) year intense initiative on Oneida Cultural Indentity and Language Development known as Tsi?Niyuwalihótʌ, 2. assisting with mentorship via Tetwanhatényes (We are changing our lives) the Rites of Passage group, 3. Social Development through a sewing circle open to the public, and 4. planning for the 2017 Onʌyote?a·ká Gathering	Base #:	123	Customers used the Cultural Heritage Administrative Office Services 304 times in the 2nd quarter of FY17	Helped support development of Tetwanhatényes (We are changing our lives) the Rites of Passage (RoP) Accompanied the RoP group for HoYan as their first activity Recited the Creation Story for the Tetwanhatényes group and Tsi?NiyuwalihótʌTsi?NiyuwalihótʌTsi?NiyuwalihótʌT

CULTURAL IDENTITY

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
Lead Educators for Tsi?Niyuwalihótʌ: focusing on Language Development & Cultural Indentity	Base #:	19	Customers used the Cultural Indentity Services ? times in the 2nd quarter of FY17	Educated Students through discussion & hands on activites such as: Mid-Winter Ceremonies Post -Contact Treaties Wampum History The Beginning of the Creation Story The Great Law Maple Syrup making
	AGE GROUPS			
	0-3:		**Social Media Counts:**	
	4-9:		702	
	10-17:		**Emails relating to services:**	
	18-30:	1		
	31-54:	7	**Phone calls relating to services:**	
	55-70:	10		
	70+:	1		
	Non-Oneida			

CULTURAL WELLNESS CENTER

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
Mission Statement: Promote a holistic cultural based approach to Wellness that encourages and strengthens Tsi?Niyuwalihótʌ The wellness approach of the Oneida Cultural Wellness Center is based on the traditional healing model of the 15 string Condolence that moves consecutiviely through stages of: Stabilization, Personal Awreness, Contextual Awareness, and Personal Retivalization that integrates Holistic Healing ú Wellness. Cultural Wellness Center employees are tribally funded and provide in-kind services to support other departments recieving grants.	Base #:	281	Customers used Cultural Healing and Wellness Services 504 times in the 2nd quarter of FY17	**Cultural Wellness reports:** Weekly Staff Meetings, 1 on1 meetings, DV Culture Group meeting, CST meeting, Language Class, SOP Training, Employment Law Meeting, Program Development Meetings, Decolonization Mandatory In-service, & Fire Extinguisher Training. Indigenous Diet and Holistic Health Presentation was well received. Attendees are "Hungry for more education" A need for more flexible hours - hours of operation during standard work week inhibit the utilization of services needed. Mood and Food Presentation was also well received. Found the "Explanation of how the mutated genes affect you," and "Learning more useful foods to eat, learning about physical symptoms of lack of nutrients" most useful. Additional sessions requested regarding nutrition. Assisted Museum with menu planning for Cultural Heritage Spring Break Event. **Cultural Healing reports:** Number of people utilizing services is increasing again. Lots of activities planned Language Classes
	AGE GROUPS		504	
	0-3:		**Social Media Counts:**	
	4-9:	52		
	10-17:	23	**Emails relating to services:**	
	18-30:	22		
	31-54:	105	**Phone calls relating to services:**	
	55-70:	77		
	70+:	2		
	Non-Oneida			

ELDER INTERVIEW/ HISTORY

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
Oneida Elder Interview/History meets the Cultural Heritage mission by collecting, organizing, preserving , and presenting materials that pertain to the Oneida Nation and its people. These activities are supported soley by Tribal Contribution.	Base #:	7	Customers used the EI/History services 7 times in the 2nd quarter of FY17	Collaborates with Records Management to preserve Land Claims documents chronologically through scanning and organizing filing cabinets. Identified need for renovations to the "Land Claims" side of Cottage II to assist in establishing a research center with lockers and coat rack according to the Oneida Nation Archives Research Center Procedure. Organizing historical material for efficient accessibility for Oneida Nation employees, Historians, researchers and scholars. Preparations under way for presentation in May about the "Religious Influence in Oneida" by researching church archives, the Great Law of Peace, and interviewing tribal members. Elder Interviews are ongoing - aiming for four (4) interviews/ month. Increased data storage space obtained to log interviews. Between Feb 21-28 there was a 433% increase in page visits on Facebook. Community Presentations have been given in collaboration with Tsiʔ Niyuwalihótʌ, the Museum, SEOTS, the C.E.C., and CESA 7 Educators. Log Home Tours & New Employee Orientation continues.
	AGE GROUPS		7	
	0-3:		**Social Media Counts:**	
	4-9:		2846	
	10-17:		**Emails relating to services:**	
	18-30:			
	31-54:		**Phone calls relating to services:**	
	55-70:	7		
	70+:			
	Non-Oneida:			

LANGUAGE DEPARTMENT

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
Oneida Language Department is supported by Tribal Contribuation funds. The Oneida Language Department follows all the regulations set forth by the Oneida Business Committee and HRD. Currently, there is no external funding in the way of grants but the Oneida Language Department is seeking and applying for grants with various partners.	Base #:	1662	Customers used the Language Dept. Services 5,812 times in the 2nd quarter of FY17	Jan: Attended Midwinter ceremony in Thames; with Shalihokt opening and closing the ceremony. Upon return gave a report and scheduled our ceremony for Feb 2-5. 135 inividuals regenerated with stirring the ashes. Began Head Start, Afterschool, Arts Program, CMN, & CEC community classes. Assisted Oneida Adventures ONHS in snowshoe class. Base learning, 197; utilization 259. Feb: Assisted & participated in conducting Midwinter ceremony: Feb. 2: 147ppl Feb. 3: 119ppl Feb. 4: 187ppl Feb. 5: 97ppl Continued classes at CMN, Head Start, Afterschool, Arts Program & Community classes. Began 6 week sessions at CEC. Mar: Participated in storytelling event at CMN; Assisted with tobacco burning at Pamperin Park for Fishing Ceremony; Invocation for National Veteran's Conference,as well as, continued classes with Head Start, after-school, arts program, language weekend, early intervention and began re-org with school board. Began language lessons with the new students attending Tsi?Niyuwalihótʌ.
	AGE GROUPS		5812	
	0-3:	117	**Social Media Counts:**	
	4-9:	259	244	
	10-17:	634	**Emails relating to services:**	
	18-30:	316	125	
	31-54:	279	**Phone calls relating to services:**	
	55-70:	55		
	70+:	2	30	
	Non-Oneida:			

COMMUNITY LIBRARY

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
Funded through Tribal contributions, the Library Collection Grant, Library Federated Awards Grant, and the Native American Library Services Enhancement Grant; this allows for access to current balanced materials, services and programs, enriched cultural and recreational use of time.	Base number:	2035	Customers used the Library services 10,092 times in the second quarter of FY17	Homework Help Outreach Job Search Drop-ins Lovers Luau Dragons Tacos Elder Day Cookies & Canvas Monthly Maker Space Suessabration 3,431 materials circulated Continuing to promote Oneida Language Classes by hosting them on Tuesdays and Thursdays at the Main Library. On avg. 6 participants per class. Events: Coding Initiative in WI Public Libraries have been integrated into some of our STEM projects which have been drawing some interest. The Library Board is developing a plan to expand and enhance space to attach customer use in our library. Citing our limited meeting rm to 16x24 as an example. We continue to provide our youth with literacy encouragement and STEM games, puzzles, and time for socialization in a safe helpful atmosphere.
	AGE GROUPS		10092	
	0-3:	106	**Social Media/ Computer Counts:**	
	4-9:	59	2,634	
	10-17:	688	**Emails relating to services:**	
	18-30:	269		
	31-54:	704	**Phone calls relating to services:**	
	55-70:	209		
	70+:		324	
	Non-Oneida:			

MUSEUM

NARRATIVE	DEMOGRAPHIC TITLES & #'S		FREQUENCY/ UTILIZATION	BULLET POINTS
The Oneida Nation Museum mission it to increase visitor knowledge through updated exhibits, tours and off-site presentations. Promote Oneida artists by exhibiting their art, gift shop sales, collaboration, aquiring art to add to museum collection. Increase revenue through gift shop sales. Collaborate with other tribal departments, Iroquois museums/cultural centers/libraries and collecting institutions.	Base #:	677	Customers used the Oneida Nation Museum services 677 times in the 2nd Quarter of FY17	Installed Jennifer Stevens History of Oneida Pottery Exhibit. Installed Casino Pottery Exhibit, which ties into the Jennifer Stevens Exhibit. Hosted and conducted the Young Artists Auction which promotes young tribal artists. Created and hosted a Spring Break Event for tribal Youth over two weeks allowing youth from various schools to participate. Event included language, history, hands-on activities, healthy lunches and snacks. Hosted and promoted bead class by tribal artist. Offered various gift shop promotions to include "Guess the Thunders". We offered a special gift shop promotion to encourage tribal members to use the gift cards from the GTC meetings by offering a special discount.
	AGE GROUPS		677	
	0-3:	30	**Social Media Counts:**	
	4-9:		14,701	
	10-17:	15	**Emails relating to services:**	
	18-30:	51	4425	
	31-54:	51	**Phone calls relating to services:**	
	55-70:			
	70+:		991	
	Non Oneida:	530		

EDUCATION & TRAINING AREA

Executive Summary

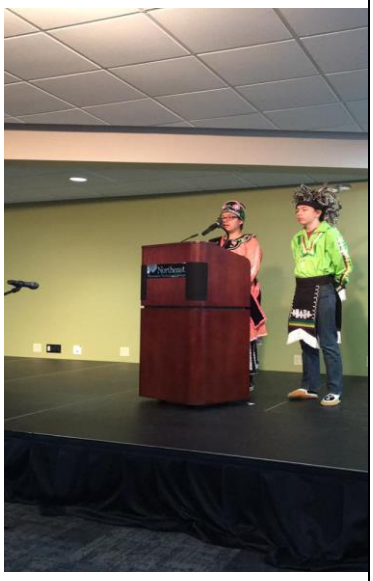
The second quarter brought some exciting news for students in Youth Enrichment Services and Arts Program. Following are some highlights.

- Youth Enrichment Services
  - 102 high school students with a GPA of 3.0 or above.
  - Sophie Skenandore-Wheelock, a student at Seymour High School, was inducted into the National Honor Society.
  - Hailey Oskey, who attends Seymour High School, was featured on the local news for hitting 1,000 points in basketball.
- Arts Program – KLU presented in Appleton. They went with knowing they would be presenting to approximately 40 Native students. However, the host school released all students (approx. 700) to see the presentation. The KLU students did an awesome job at presenting to the large group and the presentation was a huge success.

The Education & Training Area seen an increase in customers in the Early Intervention Program while others seen a decrease.

- Early Intervention seen an increase in referrals. The Birth to 3 year olds program saw an increase of 62%. Also, in their 3 – 6 year olds there was an increase of 18%.
- Higher Education seen a slight decrease in students. However, 72.82% of students funded are based in Wisconsin.
- In Job Training, WIOA Program, seen a decrease in customers due to staff medical leave.

ARTS

NARRATIVE	DEMOGRAPHICS	FREQUENCY/UTILIZATION	BULLET POINTS
The KLU program is an upshot from the Music from Our Culture program. It prepares our advanced students to publically present the Thanksgiving Address, Social and Hymn music from this culture. The KLU kids are frequently asked to perform. This quarter, they performed at the Martin Luther King celebration at NWTC and a presentation for the Appleton School District. In Appleton, KLU students thought they were presenting for only the Native students in the district, but at the last minute, the host school decided to release all the students to see the performance so the KLU students went from the anticipated 40 students to close to 700 students. The feedback from the school was overwhelmingly positive and appreciative. They represented the Nation with poise, knowledge, and a nerve.	Base Number: - 1,265 unique audience members - 247 unique participants in classes and projects; - 1,000+ listeners on WPNE Native Radio Hour	Customers used the 6 services 71 times in the 2nd quarter of FY17 	The Arts Program offered 8 different art classes; 5 school residencies through the SEEDS program; 5 planning meetings for Music from Our Culture; 2 presentations by our MOC/KLU students at NWTC for the Martin Luther King Program and one at a school; 30 band rehearsals at the tribal elementary school including students participating in solo and ensemble; 2 students working on their KLU social performance; 3 basket guild meetings and work sessions; 2 SEEDS artist trainings.
	AGE GROUPS		
	0-3: 0		
	3-6: 4		
	7-12: 877		
	Teens: 430		
	Adults: 126		
	Elders: 75		

COMMUNITY EDUCATION

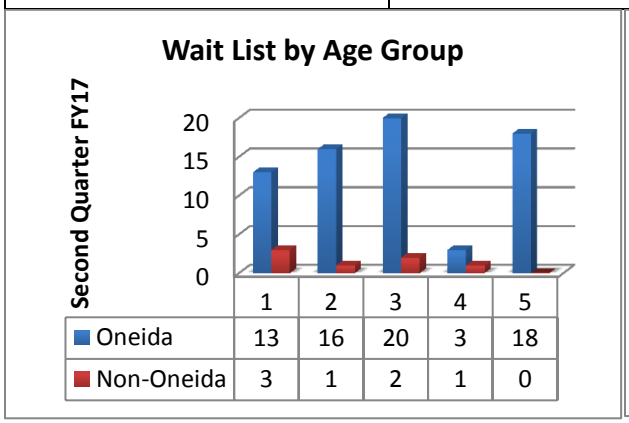
NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
The Community Education Center continues to develop community programs. New this quarter is the Oneida Chess Club. The Chess Club kicked off with an Expert Chess Player, Doug Younkle, challenging up to 20 players at one time. Five people took up the challenge, with none winning. Chess is an excellent way to increase brain growth, exercise both sides of the brain, raise your IQ, improves memory, spark creativity, and increase problem-solving skills. The Oneida Chess club meets the 2nd and 4th Tuesday of each month from 4:00 – 7:00pm. Come and practice, challenge, and learn.	Base Number: - 1848 unique visits - 249 unique participants in classes, meetings, and trainings.	Classes are generally 1 to 3 sessions; with 21 different classes, that makes 56 times people where coming to the CEC.	- Assisted community members with writing marketing materials; - Provided schools with 16 presentations of Oneida Culture - Presented 3 RAS programs on financial health; - Created a joint marketing brochure for the community that included classes from arts to computer to culture; - Tutored 37 students; - Assisted 36 adult learners working on their GED; - Taught 9 computer classes; - Taught 3 financial wellness classes - 7 computer trainings for 5 Oneida departments - 7 meetings held at the CEC; - Taught 7 community enrichment classes
	AGE GROUPS		
	0-3: 0		
	3-6: 0		
	7-12: 15		
	Teens: 53		
	Adults: 1010		
	Elders: 1019		

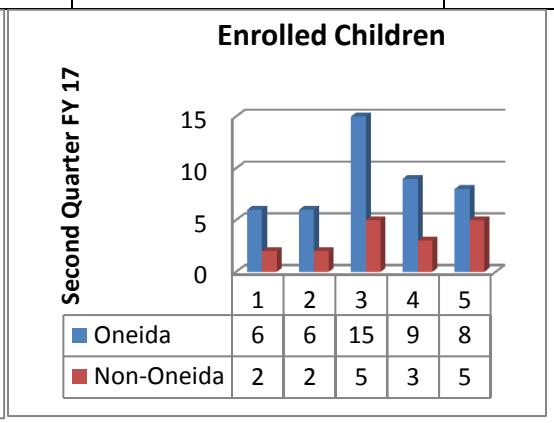
CHILD CARE

NARRATIVE	DEMOGRAPHICS	FREQUENCY/UTILIZATION	BULLET POINTS
Since Sept. 1974 Child Care has serviced and continues to service the Oneida Community. Children are taken off the wait list by priority: Siblings being the highest, Oneida working for Oneida, Oneida not working for Oneida, Non-Oneidas working for Oneida and Non-Oneida not working for the Oneida Nation being the lowest priority.	Base Number: 61	Customers used the Child Care services 5,985 times in the second quarter of FY17	• Oneida culture and language opportunities in all classrooms 100% • Developmental Screenings: 100% • Healthy Meals monitored by OCHC-Nutrition Dept. 100% • Encouraging/Assisting children in developing their self-control • Assisting in developing children at their developmental stages. 100%

Wait list Age	**O**=Oneida **NO**=Non-Oneida	AGE GROUPS Enrolled	
0-1:	**O-13** **NO-3**	0-1:	**O**-6 **NO**-2
1-2:	**O-16** **NO-1**	1-2:	**O**-6 **NO**-2
2-3:	**O-20** **NO-2**	2-3:	**O**-15 **NO**-5
3-4:	**O-3** **NO-0**	3-4:	**O**-9 **NO**-3
4-5:	**O-18** **NO-0**	4-5:	**O**-8 **NO**-5
		61 =	**O**-44 **NO**-17

Month: 1,995
Weekly: 125
Daily: 66





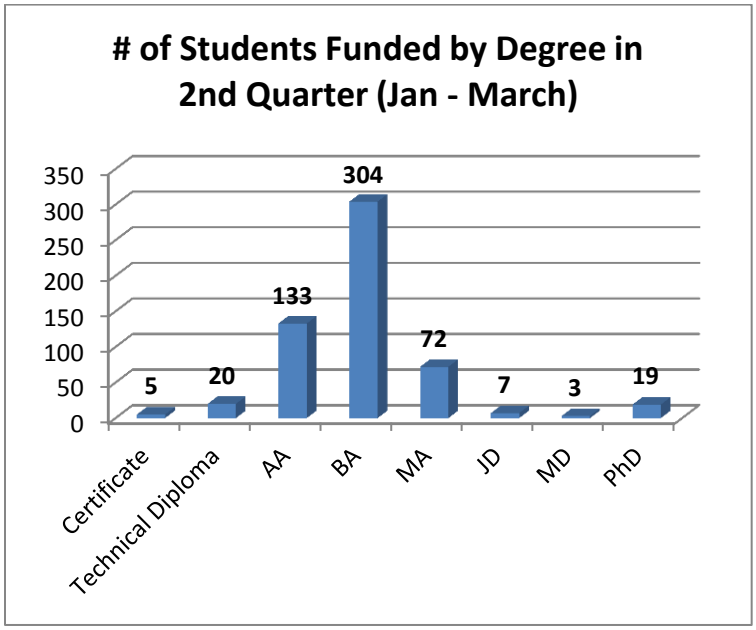
Please note: There are two 2-3 year old classrooms. Children are taken off the "Wait List" by the wait list team: 4 Supervisors, 1 Administrative Assistant and the Child Care Director

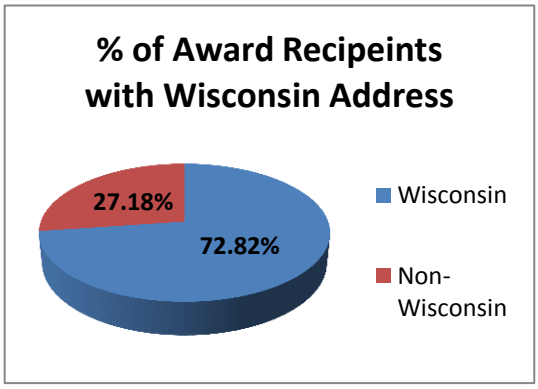
BIA EARLY INTERVENTION

NARRATIVE	DEMOGRAPHICS	FREQUENCY/UTILIZATION	BULLET POINTS
BIA Early Intervention provides services to infants, toddlers and young children with disabilities. These services are provided at several locations throughout the reservation and the following programs; FACE, Head Start and Childcare. All services to families and children are free, and services depend on the severity of the young child's disability. Children receive speech therapy, occupational and physical therapy and special education instruction. The program also offers advocacy services for children and parent education classes on early childhood topics throughout the year.	Base Number: 80		· Referrals to Birth to 3 up 62% • 34 infants & toddlers receiving services
B-3 State of Wisconsin Grant This grant supplies age appropriate books to children in the program.	34 total	400 books distributed this quarter to families	14
	AGE GROUPS		
	Birth-3: 34 total		Therapy equipment provided includes: 5 point harness high chairs. Therapy peanuts, therapy toys & board books
	3-6: 46 total	Children received approximately 240minutes/month of therapy services	• Direct services to children 3-6 years old up 18%
		Children used therapy services 1,104 times in the second quarter of FY17 and received 552 hours of therapy.	• 87% of disabled 3 year olds, 91% of disabled 4 year olds and 100% of disabled 5 year olds receive Speech therapy

HIGHER EDUCATION

Narrative	Demographics	Frequency/Utilization	Bullet Points
Higher Education operates from GTC Resolution (8-12-96 A) and strives to promote higher education for all Oneida citizens. The Oneida Higher Education grant is funded through a combination of Tribal Contribution (95.84%) and BIA funding (4.16%). Oneida Higher Education is funding degrees from certificates through professional level degrees including doctoral degrees with a goal towards self-sufficiency.	**Number of Students Funded:** 563 **Age Groups** 18-24: 266 25-34: 148 35-44: 84 45-54: 47 55+: 18 % of student's based in WI: 72.82 %	# of Phone Calls/Emails: **1431** # of Walk-in Clients: **169** # of Checks Disbursed: **593** # of Missing Letters Disbursed: **858** # of Grades Processed: **409**	Community Outreach: 1. Financial Aid Workshop –Saturday, March 4th: 16 participants High School Visits: 28 Students Probation Contacts/Outreach Efforts: 41 Phone calls to discuss probation requirements





JOB TRAINING

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
The Job Training Programs, the American Indian Vocational Rehabilitation (AIVR) and Workforce Innovation Opportunity Act (WIOA) are federally-funded pre-employment training activities that provide low-income, unemployed, under-employed and disabled Native Americans with services leading to achievement of a goal of entering, and successfully remaining in competitive, integrated workforce. This programming of the Job Training Programs is the only programming available that provides dedicated employment and training services to these populations.	Base Number: Total = 256 AIVR = 179 WIOA = 77	Customers accessed Job Training services 1,056 times in the 2nd quarter of FY17. AIVR = 565 WIOA = 197* Job Center = 294 Most sought after services provided: • Job search • Resume' development • Employment application assistance • Work clothing • Work tools • Guidance and counseling • Work experience • Skills training • Job shadowing • Mentoring • Education credentialing	During the quarter: • 53% of disabled AIVR program users who exited the program successfully entered employment. • 70% of low-income, poorly- skilled WIOA eligible individuals who exited the program successfully entered employment. • Staff conducted promotion/ information programs at: ✓ OCHC ✓ Wise Women Gathering Place
	14 – 21: = 60		
	22 – 65+: = 196		

***The low numbers are attributable to the WIOA Counselor being off on medical leave of absence during the months of February and March.**

YOUTH ENRICHMENT SERVICES (Y.E.S.) PROGRAM

NARRATIVE	DEMOGRAPHICS	FREQUENCY/UTILIZATION	BULLET POINTS
The Y.E.S. Program Staff provide academic enrichment, social support services, mentoring and promote college and career readiness to Y.E.S. Eligible children in the schools listed below: Green Bay's King Elementary Advocate Green Bay's Lombardi Middle Advocate and Specialist Green Bay's Southwest High Advocate and Specialist Seymour Rock Ledge Advocate, Enrichment Aid, Specialist Seymour Middle School Advocate and Specialist Seymour High School Advocate and Specialist West De Pere Middle School Specialist West De Pere High School Advocate Funding for the Y.E.S. Program comes primarily from Tribal Contribution, at 92%, with Self-Governance at 8%. The majority of program funds are spent on wage related expenses to provide direct services to students.	453 Y.E.S. Eligible Youth (414 Oneida Enrolled). This number does not include the 137 American Indian youth served who are descendants. The Y.E.S. Eligible youth are in grades: Grade K – 7 Grade 1 – 19 Grade 2 – 14 Grade 3 – 19 Grade 4 – 19 Grade 5 – 21 Grade 6 – 36 Grade 7 – 53 Grade 8 – 49 Grade 9 – 51 Grade 10 – 60 Grade 11 – 55 Grade 12 – 50 Y.E.S. youth are tribally enrolled or are 1/4 American Indian from a federally recognized nation(s)/tribe(s) and whose parents have complete Y.E.S. paperwork.	Customers worked with the Y.E.S. Staff 26,572 times from January to mid-March. Utilization includes: In school/after-school tutoring/academic reinforcement, development of organizational skills, mentoring and homework help. Boys'/Girls' Groups at Seymour's Rock Ledge, Middle and High Schools and Lombardi Middle School. After-School language classes at Lombardi, Rock Ledge, and West De Pere. In-school Oneida Language and Culture Classes at Seymour Middle School. Beading Groups for Seymour Middle and High youth and West De Pere High School.	Staff collaborated with Domestic Violence Prevention, TRAILS, Experiential Adventures, Language Revitalization, Oneida Higher Education, Oneida Workforce Development, and the West De Pere Native Home/School Liaison to provide groups for the youth. 102 high school students had grade point average of 3.0 or above. One student was inducted into the National Honor Society. Hailey Oskey, Seymour High School, hit 1,000 points in basketball and was featured on the news.

PARKS AND RECREATION AREA

Executive Summary

The Parks and Recreation Area have an increased in the second quarter in the number of customer and usage. The first of the calendar year the Fitness center see an increase in customer count due to New Year's Resolutions and Recreation has membership renewals at the first of the year. The membership for Recreation does have a 4% increase from second quarter 2016. The customer service score for both facilities remain over 95%, which is excellent news for the Area. The Area also participated in a Survey with Planning regarding assessment of facilities and programs of several buildings and programs. This survey, as well as future surveys and assessments will be used for updating the past plans and information for fitness and recreation. In addition, the Planning staff reviewed the 18 parks and prepared a landscape plan for each park. This document will help guide some low cost or no cost maintenance and improvements in our park system. Some ideas include grassy parking that is separated from the play area, quiet area with benches, and multipurpose fields that can be used for soccer, football, kickball, or lacrosse in several of our neighborhoods.

With the mild winter, the Fitness Center was able to have a Spin Class outside in February, which was well attended by the noon members, and the Recreation Centers were able to take advantage and have programmed activities outside. The mild winter made it difficult for the Adventures staff to snow shoe and cross country ski, but still made use of the time for outdoor hikes, mindful walks and hikes. In addition, the Adventures staff had another successful year in snow shoe tying class. The participants were able to make their own set of wooden snow shoes while learning about diabetes, healthy hobbies, habits and food choices.

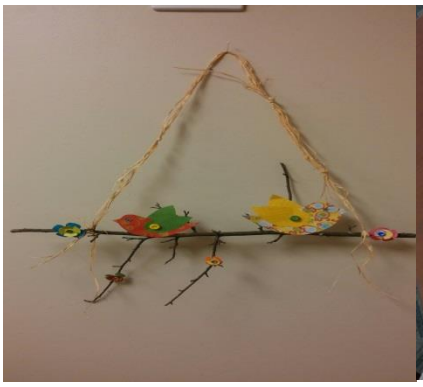
The Parks staffs were able to use the mild winter to do some branch and cleanup work in the parks as well as clean out some dead trees and repurpose those for craft activities for Elders. In addition to park clean up, the staff also assisted in items for the Fitness Center to better meet the needs of the Customer. Unfortunately, we also had some snow mobiles and cars running over the lacrosse field at Flying Leaf Neighborhood Park and into the ball diamond at Mission Park. Fortunately, the fields were not damaged and only minor repair and cleanup was needed at both parks.

RECREATION DEPARTMENT

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
The Oneida Recreation Department provides a quality after-school program for youth ages 7-18. During the after-school program, we try to accomplish the following outcomes:	Current Recreation Members = 403	Customers have used Recreation services 7597 times during the Second Quarter.	January = 2319/ February = 2527/ March = 2751
1. Enhance the educational development of each participant - complete homework assignments and increase GPA.	**AGE GROUPS**		Learning Center G.P.A. **School Age** Civic 3.5 CW 3.19 **Adolescent** Civic 3.0 CW 2.7 Homework Completion Rate **School Age** Civic 48% CW 65% **Adolescent** Civic 4% CW 15%
2. Increase the physical activity of each participant - each member completes 60 minutes of activity daily.	0-5: 5	46	60 minutes of daily activity **School Age** Civic 41% CW 56% **Adolescent** Civic 18% CW 21%
3. Introduce the youth to various art mediums to encourage creative expression.	6-12: 210	3285	Exposed to new art mediums **School Age** Civic 74% CW 33% **Adolescent** Civic 20% CW 8%
4. Increase participant's awareness of the Six Pillars of Character Development.	13-18: 69	1153	Participate in Character Club **School Age** Civic 43% CW 51% **Adolescent** Civic 11% CW 10%
	19-35: 16	25	
	36-64: 35	99	
Elder Bingo and Bowling	65 +: 68	448	
Youth team practices: (Baseball, Softball, Lacrosse) **Dartball** and **Men's Basketball**	Varies	1402	
Weekend rentals for the Cliff Webster Building	Varies	944	
Guests	Varies	195	

PARKS DEPARTMENT

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
The Parks Department provides maintenance and landscaping (mowing/ tree branches, etc.) to 18 parks throughout the reservation and 2 multipurpose fields next to the Cliff Webster Recreation Facility. In addition to snow removal at the Parks, during the second quarter the staff removed leaves, prepped the fields for the winter, repaired parks equipment, built benches for the parks, and did maintenance on the lawnmowers and weed-eater equipment. In addition to regular maintenance of equipment, the 2 Staff assist in gathering items and preparing items for crafts with elders, building and repairing items for the parks for summer use.	Base number: 18 Parks and 2 multipurpose fields	Customers used the 18 parks and fields several times in the second quarter of FY17 due to the mild winter.	Provide tree trunk slices and branches for the crafts program with the Activity Specialist working with community members at Elder Services. Worked with Grounds Crew to share Truck during weekend snow removal. Built shelf for the Fitness Center for customers to leave their coat/ water bottles while on the track. Repaired vandalism that occurred at the NHC Pond (Fence and Gate), Flying Leaf Lacrosse field (driving on field) and Mission Park Ball Diamond (snow mobile driving on field)

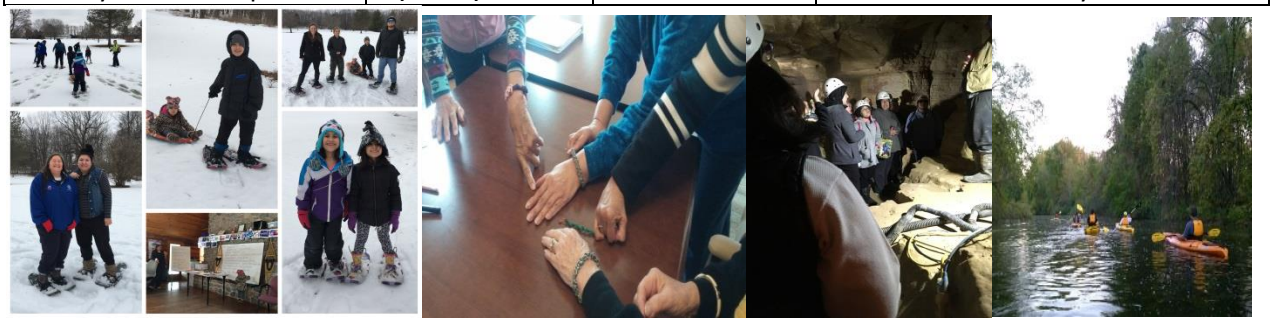


ONEIDA FAMILY FITNESS

NARRATIVE	DEMOGRAPHICS	FREQUENCY/UTILIZATION	BULLET POINTS
Oneida Family Fitness provides health and wellness opportunities for all ages and abilities, to include physical activities and preventative health education to encourage total well-being. This quarter we continued to focus on maximizing fitness and wellness programs to increase engagement and participation.	Base Number: 4,658 members AGE GROUPS 0-3: 4-12: 13-17: 18-35: 36-54: 55-64: 65+:	Customers used Oneida Family Fitness services 27,143 times in the 2nd quarter of FY17 20 members; 108 visits 211 members; 2,141 visits 186 members; 2,119 visits 344 members; 5,204 visits 412 members; 7,860 visits 196 members; 3,418 visits 150 members; 3,834 visit	• Provided a Weight Loss challenge/incentive (117 participants with a total weight loss of 719.6 pounds) • Provided Swim Lessons; 30 participants • Provided 460 fitness classes (4,954 attendees) • Aquatic attendance (1,583 attendees) • Provided 153 Martial Art classes (1,327 attendees)
Collaborate with Oneida Programs to provide wellness opportunities.			• Provide programming for Diabetic clients (22 clients; met 179 times) • Provide exercise class for elders at Elder Services 1x week (77 participants)
Increase participant's KSA's of physical fitness and healthy lifestyles to reduce health care costs.			• Offered RAS programs 1. Yoga (18 participants) 2. Stress Management (15 participants) 3. Weigh of Life weight management (13 participants) 4. Exercise & Running Presentations (13 participants)

EXPERIENTIAL & ADVENTURE

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
Oneida Experiential & Adventures uses hands on interactive activities to help individuals and groups develop themselves to help them be their best selves. .	Base number:700	Customers used Oneida Adventures services 1970 times in the 2nd quarter of FY17	Provided classes for a Diabetic Grant, Elder Services, and the Fitness Center. Provided winter activity and sports training as well as activities for Reasonable Alternative Standard (RAS) Points for employees.
Oneida Experiential provided healthy options for the RAS point system, by helping 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.	AGE GROUPS 18yo -70yo	314	Provided mindful walks, hikes, and snow shoe walks for employees for RAS points in conjunction with Diabetic walks and hikes. The RAS Participants increased of relaxation tech by 75%
Health Center Diabetic Prevention Depression prevention Family Enrichment Programs Domestic Violence Support AODA	18yo -81yo	1302	Diabetic prevention participants reported increase of 60% understanding and awareness by 60% Elders self -reported significant Increase in morale
Youth program: Behavior Intervention, Character Development, Environmental, After school, Survival, Outdoor skills, High School Adventure, Archery, Youth Healthy Relationships	7yo-18yo	354	Provide group sessions for Oneida students and local schools. Girls reported an increase in feeling connected and accepted Youth Increased Skill Sets By 46%



SOCIAL SERVICES AREA

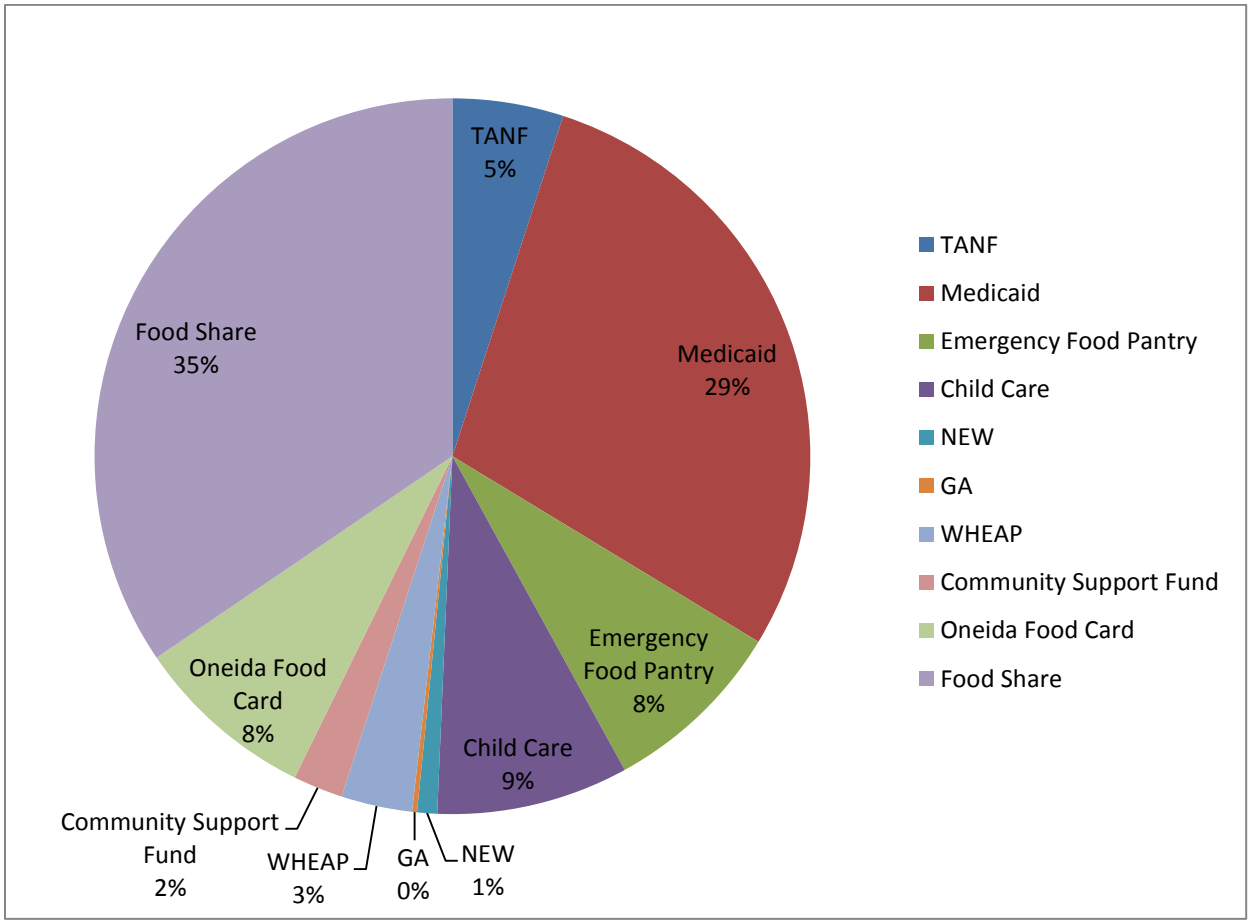
Executive Summary

ECONOMIC SUPPORT SERVICES

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
Economic Support administers many public assistance programs within the department. One of those is the TANF (Temporary Assistance for Needy Families) program. The TANF program promotes work and personal responsibility to strenthen families. This is done by providing parents or caretakers with employment preparation and/or supportive services that promote self-sufficiency and responsibility.	TANF Case Averages: Cash Assistance: Avg. 18 Crisis: Avg. 4 TANF Diversion: Avg. 67	101 appointments held - 20 walk-ins - 862 phone calls in/out	75% of program assistance for TANF is done through the Diversion classification. Cash Payment makes up 20% and Crisis 5%. Diversion assistance helps families with dependent children with employment-related support services as an alternate to applying for cash assistance.
Food Share and Medicaid Assistance is another program provided to low-income families in need of food and health care coverage.	Medicaid: Avg. 2,421 Adults (18+): 1,143 Children (0-17): 1,278 FoodShare: Avg. 615		Staff completed Child Care Case Conversion from CSAW to EBT CSAW program.
Child Care is also provided to low-income families through 2 different ways. WI Shares is the state child care assistance program, while CCDF (Child Care Development Fund) is a federal grant that is utilized to fund child care subsidies as well.	Child Care Case Averages: Wi Shares cases: Avg. 77 CCDF: Avg. 77 Children (0-12 yrs.)	On site Child Care center utilized: Avg. 126 children/month	New EBT Child Care programming initiated February 1st. Families will now be requied to use EBT cards to purchase their child care at their centers. 17 Social Services Clinics were held after hours that utilized the onsite center.
Native American Employment Works (NEW) is a program to assist those with work related expenses when starting new employment or retaining employment.	16 cases (+18 yrs.)	40 phone calls in/out	NEW support services consisted of auto insurance, repair and work clothing or tools for employment.
General Assistance is a program designed to help with shelter costs while waiting for SSD Benefits.	Avg. 4 cases currently	25 phone calls in/out	Cash payment given to those for housing related costs including rent, mortgate or utilities.

WHEAP (Wisconsin Home Energy Assistance Program) is administered to low-income individuals in need of heat and electric assistance	Avg. 57 cases each month	Avg. of 13 WHEAP appts./mo. Avg. of 190 phone calls received for all three programs. Food Card usage is consistent.	Mandatory State WHEAP training held in January.
Community Support Fund is a program supported by tribal contribution to assist enrolled Oneida tribal members when experiencing a catastrophic event, illness, or injury.	Avg. 40 cases each month		Community Support Fund law was adopted on 1/11/17. Currently the rules are being created to uphold the law.
Oneida Food Card	Avg. of 146 families/mo.		Consistent usage
Oneida Food Pantry was established to address an emergency food assistance need in the community.	Avg. of 74 families/mo.	156 customers determined eligible with 148 (Jan/Feb count only) picking up food at the pantry.	New Emergency Food Pantry opened January 11 at Tower Foods.

ECONOMIC SUPPORT CASES



NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
Elder Services Mission: To assist our elders to maintain an independent, healthy, productive & quality lifestyle through love, caring & respect by services we provide. Vision: We provide quality home & community based programs for elders & are a model for other aging entities.	Brown & Outagamie Counties within Reservation Boundaries. Priority is given to elders age 70+ and age 55 to 69 with proof of disability. Base number: 1106	customers used the Elder Services Department services several times in the second quarter of FY17, for detailed information see below	Twa wah tsile (We are all family) Elder Services provides home & community base services to assist elder to remain in their homes.
	AGE GROUPS		
Congregate Meals	Native American 55+ & Non-Native 60+	436 Clients & 3,480 Services	Meals provides 1/3 of daily nutritional value - Meals are provided 5 days a week.
Home Delivered Meals	Native American 55+ & Non-Native 60+	226 Clients & 5,036 Services	Meals provides 1/3 of daily nutritional value - Meals are provided 7 days a week.
Supportive Services	Priority 70+ and disabled, Native American 55+ Non-Native 60+	231 Clients & 748 Services	In-home Chore & Personal Care
Native American Family Care Giver	Native American 55+	52 Clients & 188 Services	Support groups, Respite Care & Voucher program
Outreach Services	Priority 70+ and disabled, Native American 55+ Non-Native 60+	63 Clients & 246 Services	Assessments & Monitor Emeregency Response System (ERS)
Elder Abuse	Native American 55+	15 Clients & 39 Services	Case Management
Home Repair	Priority 70+ and disabled, Native American 55+ Non-Native 60+	84 Clients & 119 Services	Minor handy man repairs
Home-chore	Priority 70+ & 55 - 69 disabled, Native American	360 Clients & 195 Services	Snow plowing & lawn services

Transportation	Native American 55+ & NonNat. 60 +	151 Clients & 1,690 Services	Transportation to meal-site & bus passes for working elders
Information & Referral (I&R) & DRUMS	55+	1155 elders - DRUMS 10 elders for I&R and 14 referrals	DRUMS articles posted monthly in Kalihwisaks, Elder Services Facebook page and A-Z email communications; Information & Referral varies from dangerous trees needing to be cut to financial assistance to looking for work
Dementia Care Specialist (DCS) strives to increase awareness of Dementia to the Nation by making Oneida Nation Dementia Friendly. This is done by holding monthly memory cafés, memory screens, offering support for caregivers and family and offering education to the community.	3 elders/caregivers 55-70 5 over the age of 71	8 elders/caregivers used DCS services in the 1st quarter. Contact was made by phone and 1-1 meetings.	*Memory Café *Memory Screen *1-1 with caregiver *presentations *employee health *Senior Companion/Foster Grandparent *Dr. Vir and providers *ONCOA *Library *Marketing of DCS program prior to GTC meeting on 3-19-17
The Aging & Disability Resource Specialist offers information and referrals on community and county resources to Oneida community members. The ADRS is also able to functionally assess members for Medicaid programs that are found through the Community Option Program Family Care, IRIS and Partnership programs through Brown and Outagamie Counties.	17.5 - 59 = 0 60-99 January 45 60-99 February 86	131 Customers inquiring about specific services; 3 emails relating to services; 131 phone calls relating to services	▪Memory Screens=0 ▪Developmental=13 ▪Elderly 60+=122 ▪Mental Health=19

SEOTS Mission is strengthening our cultural connection and providing services and programs to enhance the well-being of On^yote?a-ka living in southeastern Wisconsin. During the second quarter of FY2017, SEOTS continued to work on community engagement activities, in addition to regular programming.	Base number:1,466 Unduplicated: 548 Total Oneida Population of Southeast Wisconsin: 2,134 0-3: 10 4-9: 29 10-17: 29 18-30: 74 31-54: 254 55-70: 601 70+: 179	*Total visits (1,466) plus total incoming calls (2,890) = 4,356 client interactions *Social Media Counts: 1,289 *Emails relating to services: NA *Phone calls relating to services: 2,890 Incoming calls	*Annual Holiday party (155 attendees) and the family bowling outing (59 attendees). Total participation increased by 6% over the same period in FY2016. *Total Facebook page likes increased by 149 likes during the second quarter. *SEOTS Averaged 45 incoming phone calls per day.
Apartments	Base number 29	Unduplicated Services 140 including rental payments, work orders	Routine maintenance and payment of rent
Major Home repair	0 clients	budget constraits	repairs re: health

FAMILY SUPPORT SERVICES

Executive Summary

Child Support: Program had 62 new cases for the quarter. In addition to establishing paternity and managing the current case load the program offered a Co-Parenting workshop for families. This is an initiative that began last fiscal year in collaboration with the Parenting program and now has expanded to include the family court judges. The program began utilizing a texting service to send customers appointment reminders or to put out notice of any upcoming program events. So far this seems to be well received by the customers and has been a helpful tool in ensuring for appointment times. In March two staff went out to Sanger B. Powers Correctional to present on Child Support and answer any questions inmates had which was also successful.

Indian Child Welfare (ICW): Program continues to see an increase in cases related to community drug trends. The department was able to hire an additional Intake worker to assist in managing the incoming reports and investigations. This was possible through our new Title IV-E funding, which is a federal funding source which provides partial reimbursement for Child Welfare services that are done by the agency. Program has been in process or working in collaboration with the LRO on the new Children's Code.

Foster Care: Program continues to recruit to license new foster homes and kinship care providers. One new home licensed this quarter. Hygiene drive initiative was promoted this quarter and the program was received enough donations to create hygiene bags to offer to youth in out of home care.

Parenting: Program offered Parenting Education Class (PEC) that began in January and ended March 29th with 10 parents who completed the program. Trauma Informed Parenting (TIP) was also offered with 12 parents completing.

Prevention: Services this quarter have been tremendously limited as the program had one staff who had retired and the other who was on leave. Staff from other programs had assisted with providing some services to the youth, but there were still some significant service gaps. The grantor was updated as there were concerns that we may not meet out grant goals and objectives. Program was informed to document to prevent loss of future funding.

Domestic Violence: Program has received a total of three new grants this FY one of which was finalized and approved this quarter, the Office on Violence against Women (OVW) which will offer legal resources to women experiencing domestic violence as well as some housing security (limited). The three new grants will fund an additional two Full-Time positons and one Part-Time position, two of which have been filled. Program offers individual, crisis and group support and education to youth, adults and families.

Yetiya?tanu'nha: Program served an average of 11 students for the 2nd Quarter. Programming on prevention and credit recovery services are offered Monday through Thursday. The program is partnered with many of the community partners such as; Social Services, Oneida Family Fitness, Oneida Adventures, College of Menominee Nation, Oneida Nation High School, Human Resources Department, Oneida Police Department etc. to offer students a diverse range of services to meet their needs and to support their growth in the program. The program had a site visit by the Office of Juvenile Justice and Delinquency Prevention (OJJDP) who currently funds the program. This is the final year of the current grant. The program has submitted a new grant application to the OJJDP in hopes to continue offering the program to youth in the community.

FAMILY SUPPORT SERVICES

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
What does the department do, explain the grants that you have, explain details about the program	**Base number:** Based on average for the entire quarter.	customers used the Family Support Services Departments services many times in the second quarter of FY17: home visits, office	have highlights and explanation of your services over the last 3 months in this column * Additional program highlights included in Summary Page
Child Support: The primary purpose is to strengthen parental responsibility for their children through establishment and enforcement of child support and bring families into being more self-sufficient. This is accomplished through the following five federal mandates: Paternity Establishment; Child Support Order Establishment, Modification, Enforcement; Locate Services. As well as community outreach & education. Funded through federal grant.	2851 (Oneida parents)	home visits, office visits, phone calls, emails, letters, staffings, weekly group attendance etc. 4963	*62 New Cases *Texting services began for appointment reminders or upcoming program activities.
Indian Child Welfare: Program area provides child protection services, parenting services and foster care services to Oneida children and families in accordance with the Indian Child Welfare Act and the Children and Family Services Department Mission. Program goal is to assist/support families in their effort and ability to provide a safe, nurturing and stable home environment for their children.	174 (Oneida children and families involved in county/state Child Welfare systems)	694	* 98 On-Going Cases *76 Intake Cases *Received IV-E reimbursment funding which is funindg an additional Intake worker to meet the increasing case loads

Foster Care: License foster homes and kinship providers to offer placements for youth in out of home care (voluntary and involuntary) that follow the placement preferences set forth by the Tribe.	65(Oneida youth in out-of-home care)	926	* 12 youth in foster care*56 Kinship *One new foster home licensed.
Parenting: Provide parenting education & support to families in the community who are either mandated to meet conditions or voluntarily participating.	30 (voluntary or mandated parents)	320	*10 parents completed the Parent Education Class (PEC) * 12 parents completed the Trauma Informed Parenting (TIP) * 2 Teen parents
Prevention: Services provided to youth K-8th grade as well as families designed to support them in healthy and safe lifestyles.	11 (K-12)	59	*Tutoring services offered at the elementary schools.
Domestic Violence: Education on healthy relationships, crisis and on-going support to families who are experiencing or who have experienced domestic violence.	238 (All ages)	423	*Women's Group *Men's Group *Girls Group *Boys Group *Individual and crisis support offered
Yetiya?tanu'nha: Provides **c**ulturally based prevention and intervention program that works with at-risk teens to recover credits in order for the teens to graduate from high school, works on conflict and coping skills, assists with behavior modification, and gain entrance into post-secondary schooling or begin work.	11 (8-12th grade)	528	*Students attend program 4 days a week. *Grant re-applied for

HEAD START

NARRATIVE	**DEMOGRAPHICS**	**FREQUENCY/ UTILIZATION**	**BULLET POINTS**
Head Start provides a classroom experience that prepares children for school. In addition, the program works with families to engage them in their child's education. Head Start looks at the whole child	Base number: 282	Families and Children utilized the program 435 times	Number of children meeting/exceeding benchmarks during this quarter was as follows: *Social/Emotional *Cognitive *Large Motor *Fine Motor *Language *Cognitive *Literacy *Math
	AGE GROUPS	Referrals : 175	*Attendance for the children in the Quarter averaged 90.82%
	3 to 5 year olds	Family Events: 221 Family Goals: 24 Family Needs Assessment: 15	143 Parent-Teacher Conferences

Early Head Start

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
Early Head Start is a home visiting program where the Home Visitor meets with the parent and child weekly to work on school readiness. They also engage the parent in their infant/toddlers education	Base number:	Families and Children utilized the program 312 times	Number of children meeting/exceeding benchmarks during this quarter was as follows: *Social/Emotional 84% *Cognitive 88% *Large Motor 86% *Fine Motor 91% *Language 80% *Literacy 84% *Math 79%
	AGE GROUPS		
	0-3:	Referrals: 95	
		Socialization: 71	
		Family Goals: 120	
		Family Needs Assessment: 26	

ONEIDA PUBLIC TRANSIT

NARRATIVE	DEMOGRAPHICS	FREQUENCY/ UTILIZATION	BULLET POINTS
Oneida Public Transit provides secure-reliable transportation at a reasonable cost to our passengers of the Oneida community and surrounding communities and is paid for with grants from Wisconsin Department of Transportation (WisDOT), Federal Transportation Administration (FTA), and Tribal Contribution. Oneida Public Transit implemented the Ecolane Automatic Dispatch Software System.	Base number: 926	13,015	Overall 9% increase compared to Qtr1 FY2017. Transit's existing Access Database was run in tandem with Ecolane March 6, 2017 — March 10, 2017. Trip data was entered into both systems simultaneously to ensure on-going Transit operations throughout the transition period. To Date: Positive feedback from customers as the On-Time Performance is improving to over 90%. Target Goal: 95% 33
	AGE GROUPS		
	0 — 6:	504	38% increase compared to Qtr1 FY2017
	7 — 18:	4,016	14% increase compared to Qtr1 FY2017
	19 — 54:	4,115	15% increase compared to Qtr1 FY2017
	55 — +	3,796	4% decrease compared to Qtr1 FY2017
	Wheelchair	584	9% increase compared to QTR1 FY2017
	Total Miles	92,165	13% increase compared to QTR1 FY2017

XIII. GENERAL TRIBAL COUNCIL

A. Petitioner Sherrole Benton: Request to change pre-employment drug testing for marijuana

*EXCERPT FROM APRIL 12, 2017: **(1)** Motion by David Jordan to accept the legal analysis, seconded by Jennifer Webster. Motion carried unanimously. **(2)** Motion by Lisa Summers to defer the financial analysis to the April 26, 2017, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.*
*EXCERPT FROM MARCH 22, 2017: **(1)** Motion by David Jordan to accept the legislative analysis, seconded by Tehassi Hill. Motion carried unanimously. **(2)** Motion by Tehassi Hill to defer the legal analysis to the April 12, 2017, regular Business Committee meeting, seconded by Lisa Summers. Motion carried unanimously. **(3)** Motion by David Jordan to defer the financial analysis to the April 12, 2017, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.*
*EXCERPT FROM MARCH 8, 2017: **(1)** Motion by Brandon Stevens to accept the progress report regarding legislative analysis, seconded by Tehassi Hill. Motion carried unanimously. **(2)** Motion by Jennifer Webster to accept the progress report regarding the legal analysis, seconded by Fawn Billie. Motion carried unanimously. **(3)** Motion by Jennifer Webster to accept the progress report regarding the financial analysis, seconded by Brandon Stevens. Motion carried unanimously.*
*EXCERPT FROM JANUARY 11, 2017: **(1)** Motion by Lisa Summers to accept the verified petition from Sherrole Benton regarding a request to change pre-employment drug testing for marijuana use; 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; and to direct the Law, Finance, and Legislative Reference Offices to submit their analyses to the Tribal Secretary's Office within sixty (60) days, and that a progress report be submitted in forty-five (45) days, seconded by Fawn Billie. Motion carried unanimously*

1. **Defer financial analysis to May 10, 2017, regular Business Committee meeting**
   Sponsor: Larry Barton, Chief Financial Officer

B. Approve June 20, 2017, special GTC meeting materials
Sponsor: Lisa Summers, Tribal Secretary

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.

ADD ON ITEM - II.B.

Oneida ESC Group, LLC
1033 North Mayfair Road, Suite 200
Milwaukee, WI 53226
P (414) 257-4200
F (414) 257-2492

Date: April 26, 2017

TO: Oneida Business Committee

From: Jeff House, Managing Principal - Oneida ESC Group LLC JSH

RE: Oneida ESC Distribution of profits - Check Presentation

On April 26, 2017, Oneida ESC Group would like to present the Oneida Nation with a check of $1,500,000 as part of a distribution of profits from corporate earnings.

All of the distributions are from the subsidiary Oneida Total Integrated Enterprises (OTIE) fiscal year 2016.

A wire transfer of the distribution has been created and is scheduled to settle on April 26, 2017.

We look forward to presenting the check

ADD ON ITEM - VI.C.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 4 / 26 / 17

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 Conflict of Interest emergency amendments for adoption

3. Supporting Materials

☐ Report ☐ Resolution ☐ Contract

☒ Other:

1. Emergency adoption packet
2.
3.
4.

☐ Business Committee signature required

4. Budget Information

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

5. Submission

Authorized Sponsor / Liaison: Brandon Stevens, LOC Chair

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

ADD ON ITEM - VI.C.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54155-0365
Oneida-nsn.gov

TO:	Oneida Business Committee
FROM:	Brandon Stevens, LOC Chairperson
DATE:	April 26, 2017
RE:	Conflict of Interest Law Amendments

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

1. Resolution: Conflict of Interest Law Amendments
2. Statement of Effect: Conflict of Interest Law Amendments
3. Conflict of Interest Law Amendments Legislative Analysis
4. Conflict of Interest Law (Redline)
5. Conflict of Interest Law (Clean)

Overview
The attached Resolution will adopt emergency amendments to the current Conflict of Interest law that are necessary in order to keep the Policy in compliance with federal regulations as noticed to the Nation by the United States Department of Housing and Urban Development. Amendments to the Policy were adopted by the Oneida Business Committee (OBC) on an emergency basis through Resolution BC-08-10-16-M and extended by resolution BC-02-08-17-B.

The original emergency amendments enacted through resolution BC-08-06-16-M and extended through resolution BC-02-08-17-B sought to bring the law into compliance, but only addressed the open finding of noncompliance with 2 CFR Section 200.318(c)(1) regarding contracts supported by a federal award and did not address the second open finding of noncompliance with 2 CFR Section 200.318(c)(2) regarding organizational conflicts of interest.

On March 16, 2017, the Oneida Housing Authority Director received notice from HUD that the original emergency amendments failed to address the second finding related to potential organizational conflicts of interest as required by 2 CFR Section 200.318(c)(2).

This second round of emergency amendments to the Conflict of Interest law builds off of the initial emergency amendments by:

- Including the following definition of organizational conflict of interest:

  "Organizational conflict of interest" means that because of other activities or relationships with other parties, a potential contract or contractor is:

  (1) unable to render impartial assistance or advice to the Nation;

  (2) cannot perform a contract with the Nation in an objective way; or

  (3) has an unfair competitive advantage compared to others.

  [*See* 2 O.C. 217 § 217.3-1(k)]

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

- Creating a section in law which speaks directly to organizational conflict of interest which includes a process designed to maintain objectivity and equal access to information and to ensure that ground rules are not biased. [*See* 2 O.C. 217 § 217.5]

In order to ensure full compliance with HUD's requirements so as to maintain the Nation's eligibility for federal grant awards, the Oneida Law Office and the Oneida Housing Authority submitted a draft of these second emergency amendments to the HUD regional office for preliminary review. On April 24, 2017 the HUD regional office confirmed that these second emergency amendments to the Conflict of Interest law would satisfactorily address the final outstanding HUD audit finding related to organizational conflicts of interest.

A public meeting and a fiscal impact statement on the proposed amendments is not required for emergency legislation, in accordance with the Legislative Procedures Act.

Requested Action
Approve the Resolution: Conflict of Interest Emergency Amendments

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

ONEIDA

ADD ON ITEM - VI.C.

Oneida Nation

Post Office Box 365

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

BC Resolution # _____
Conflict of Interest 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 Conflict of Interest Policy (the "Policy") was adopted by the Oneida Business Committee by Resolution BC-06-10-98-C; and

WHEREAS, an audit completed by the United States Department of Housing and Urban Development (HUD) was received by the Oneida Nation on June 12, 2016, which showed that the Policy was not incompliance with certain HUD requirements; and

WHEREAS, HUD gave the Oneida Nation ninety (90) days to become compliance with HUD requirements; and

WHEREAS, the Oneida Business Committee adopted emergency amendments to the Policy pursuant to Resolution BC-08-10-6-M and extended those amendments for an additional 6 months pursuant to Resolution BC-02-08-17-B in accordance with the emergency adoption process set forth in the Legislative Procedures Act (LPA); and

WHEREAS, the emergency amendments brought the Policy into compliance with one of the HUD findings a communication from HUD dated March 16, 2017 noticed the Nation that the emergency amendments submitted for HUD review did not address a second HUD finding related to potential organizational conflicts of interest; and

WHEREAS, HUD provided the Nation with a deadline of May 5, 2017 to submit additional amendments to the Nation's Conflict of Interest law in order to comply with 2 CFR Section 200.318(c)(2); and

WHEREAS, in order to ensure full compliance with HUD's requirements, the Oneida Law Office and the Oneida Housing Authority submitted a draft of these emergency amendments to the HUD regional office for preliminary review; and

WHEREAS, on April 24, 2017 the HUD regional office confirmed that the attached emergency amendments to the Conflict of Interest law would satisfactorily address the outstanding HUD audit finding; and

WHEREAS, the LPA 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, as it is not possible for the Legislative Operating Committee to comply with the full legislative process contained in the LPA prior to HUD's deadline of May 5, 2017 and because a failure to meet the deadline could result in a significant loss of federal grant funding to the Nation, these amendments to the Conflict of Interest law are proposed as emergency legislation; and

NOW THEREFORE BE IT RESOLVED, that the attached emergency amendments to the Conflict of Interest Policy which address potential organizational conflicts of interest are hereby adopted and are effective immediately. These emergency amendments expire on October 26, 2017.

ADD ON ITEM - VI.C.

Oneida Nation
Oneida Business Committee
Legislative Operating Committee
PO Box 365 • Oneida, WI 54155-0365
Oneida-nsn.gov

Statement of Effect
Conflict of Interest Emergency Amendments

Summary

This Resolution adopts emergency amendments to the Conflict of Interest law for six (6) months or until permanent amendments are adopted, whichever occurs first. The emergency amendments are required to address an open finding in the United States Department of Housing and Urban Development (HUD) Final Monitoring Report related to potential organizational conflicts of interest.

Submitted by: Krystal L. John, Staff Attorney, Oneida Law Office

Analysis

In December 2015 HUD conducted an on-site monitoring review of the Oneida Housing Authority and provided a report to the Nation on June 12, 2016, in which they found that the Nation's Conflict of Interest Policy was not in compliance with 2 CFR Section 200.318(c)(1) regarding contracts supported by a federal award and 2 CFR Section 200.318(c)(2) regarding organizational conflicts of interest. The Nation was given ninety (90) days to bring the Conflict of Interest law into compliance.

Section 16.9-5 of the Legislative Procedures Act (LPA) allows the Oneida Business Committee (OBC) to take emergency action to amend a law 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 Resolution BC-08-10-16-M, the OBC issued a finding of an emergency and stated the necessity for these emergency amendments so that the Conflict of Interest law would comply with federal regulations. Because the Nation had not yet received notice from HUD as to whether the submitted emergency amendments would satisfactorily address the open findings, those emergency amendments were not permanently adopted, but were extended for an additional 6 months pursuant to resolution BC-02-08-17-B.

The original emergency amendments enacted through resolution BC-08-06-16-M and extended through resolution BC-02-08-17-B sought to bring the law into compliance, but only addressed the open finding of noncompliance with 2 CFR Section 200.318(c)(1) regarding contracts supported by a federal award and did not address the second open finding of noncompliance with 2 CFR Section 200.318(c)(2) regarding organizational conflicts of interest.

On March 16, 2017, the Oneida Housing Authority Director received notice from HUD that the original emergency amendments failed to address the second finding related to potential organizational conflicts of interest as required by 2 CFR Section 200.318(c)(2).

This second round of emergency amendments to the Conflict of Interest law builds off of the initial emergency amendments by:

- Including the following definition of organizational conflict of interest:

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

"Organizational conflict of interest" means that because of other activities or relationships with other parties, a potential contract or contractor is:

(1) unable to render impartial assistance or advice to the Nation;

(2) cannot perform a contract with the Nation in an objective way; or

(3) has an unfair competitive advantage compared to others.

[*See* 2 O.C. 217 § 217.3-1(k)]

- Creating a section in law which speaks directly to organizational conflict of interest which includes a process designed to maintain objectivity and equal access to information and to ensure that ground rules are not biased. [*See* 2 O.C. 217 § 217.5]

The resolution provides that the emergency amendments to the Conflict of Interest law are effective immediately upon adoption and will expire on October 26, 2017.

Conclusion

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

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

ONEIDA

Conflict of Interest Emergency Amendments Legislative Analysis

SECTION 1. BACKGROUND

REQUESTER: Oneida Law Office	SPONSOR: Brandon Stevens	DRAFTER: Krystal L. John	ANALYST: Maureen Perkins
Intent of the Amendments	Adopt emergency amendments which bring this legislation in compliance with HUD requirements regarding organizational conflicts of interest including provisions related to businesses owned by the Nation that compete for federally funded contracts.		
Purpose	Ensure that anyone that has access to confidential information be subject to specific limitations in order to protect the interests of the Nation *[see 217.1-1]*.		
Affected Entities	The Nation's agents; contractors; elected officials; employees; the entities; members who serve on a board, committee or commission; OBC officers, political appointees and any person that is associated with the above persons in personal, martial, familial, business, financial or other relationships. The Law does not pertain to insurance providers seeking to enter into third party payment agreements with the Pharmacy *[see 217.3-1(m) & 217.8-2]*. The HRD and the Secretary's Office are responsible for maintaining and distributing/collecting annual Conflict of Interest disclosure forms *[see 217.4-3 (a) & (b)]*.		
Affected Legislation	Investigative Leave Policy, Personnel Policies and Procedures, Comprehensive Policy Governing Boards, Committees and Commissions, Removal Law, Independent Contractor Policy.		
Enforcement/Due Process	▪ Employees who fail to disclose a conflict of interest will be placed on leave pursuant to the Investigative Leave Policy; except that this Law requires the investigation to be concluded within 7 days *[see 217.7-1]*. If an employee receives an adverse employment action due to failing to disclose a conflict of interest, the employee can appeal the adverse employment action pursuant to the Nation's personnel policies and procedures. ▪ Elected officials or officers who fail to disclose a conflict of interest may be subject to removal or face penalties pursuant to the Nation's laws regarding penalties *[see 217.7-2]*. ▪ Members of a board, committee or commission may be subject to removal pursuant to Removal Law or have their appointment terminated by the OBC pursuant to the Comprehensive Policy Governing Boards, Committees and Commissions. Members may also face penalties pursuant to the Nation's laws regarding penalties *[see 217.7-3]*. ▪ Political appointees that fail to disclose a conflict may be subject to discipline at the discretion of the elected official they serve *[see 217.7-4]*. ▪ A person or organization that contracts with the Nation may have their contracts terminated for failing to disclose a conflict *[see 217.7-5]*.		
Public Meeting	A public meeting is not required for emergency legislation *[see Legislative Procedures Act, 109.9-5(a)]*.		

SECTION 2. LEGISLATIVE DEVELOPMENT

A. The Oneida Law Office (OLO) requested the Legislative Operating Committee (LOC) to develop a second set of emergency amendments to the Conflict of Interest (Law) to address mandatory organizational conflicts of interest. This request stemmed from an audit completed by the U.S. Department of Housing and Urban Development (HUD) on June 12,

2016, which found that the Law was not in compliance with certain HUD requirements. One of the findings was addressed through previous amendments to the law, but the finding regarding a lack of an organizational conflict of interest policy was left out of those amendments. The HUD Final Monitoring Report of March 1, 2017 gave the Oneida Nation (Nation) 60 days to become compliant (March 5, 2017). A lack of organizational conflict of interest policy means that the Nation currently lacks a policy to ensure that the Nation maintains objectivity, fairness and equal access to information when businesses owned by the Nation compete for contracts with the Nation. The amendments fill this gap by establishing measures and processes to mitigate the potential for organizational conflicts of interest when any of the Nation's businesses compete to contract with the Nation.

SECTION 3. CONSULTATION

A. The following departments/divisions were consulted when developing the revisions to this Law: Oneida Law Office, Development Division, Engineering Department, Oneida Housing Authority, Oneida Purchasing Department, and Indian Preference Office, Finance Department.
B. In developing these amendments, the drafting attorney reviewed the applicable Federal Acquisition Regulations, federal contracting training materials and sample organizational conflict of interest mitigation plans submitted when bidding on federal contracts.
C. The proposed emergency amendments were submitted to HUD for preliminary approval. The Law Office has not yet received a response.

SECTION 4. PROCESS

A. The developmental process of this Law is in compliance with the process set forth in the Legislative Procedures Act regarding emergency legislation.
B. March 15, 2017: This item was added to the Active Files List.
C. The proposed amendments must be in place by May 5, 2017 to comply with HUD's established deadline.

SECTION 5. PROPOSED AMENDMENTS TO LEGISLATION

Proposed amendments to the Law include the following:

A. Expand the definition section to include a term for contractor *[see 217.2(c)]* to include businesses. Eliminate the definition for consultant which is not broad enough to cover the Nation's businesses and considering that consultants are actually contractors because they work under contract with the Nation.
B. Include a definition for organizational conflict of interest *[see 217.3-1(k)]* required by HUD. Organization conflict of interests occur when due to activities or relationships with other parties a potential contract or contractor is unable to render impartial assistance or advice, is not objective or has an unfair competitive advantage with respect to their business with the Nation.
C. Include a section regarding organizational conflict of interest which applies to businesses owned by the Nation and establishes the presumption of a conflict of interest any time a business owned by the nation seeks to contract with the Nation as a primary contractor or a subcontractor *[see 217.5-1]*. Amendments establish objectivity in contracting by providing potential and actual contractors with equal access to information *[see 217.5-2]*. Restricting an employee of the Nation who has knowledge and experience that is critical to a contract from participation in a contract unless there is a mitigation plan in place *[see 217.5-2(a)]*. Requirements for an organizational conflict of interest mitigation plan include limited participation from employees with a conflict to specific components of the project/contract

that requires the employee's knowledge and/or expertise *[see 217.5-2(b)]*. If the Nation contracts with a business to prepare ground rules for a subsequent project/contract including specifications or work statements, the business may not compete for the subsequent project/contract *[see 217.5-3]*.

SECTION 6. EFFECT ON EXISTING LEGISLATION, ENFORCEMENT, & DUE PROCESS

A. Personnel Policies and Procedures
   - An employee can have his/her employment terminated for failing to disclose a conflict of interest. However, he/she can appeal the adverse employment action pursuant to the Nation's laws, rules and policies governing employment *[see 217.6-1]*.

B. Removal Law and Comprehensive Policy Governing Boards, Committees and Commissions
   - If an officer, elected official, or elected member fails to disclose a conflict of interest, he/she may be subject to removal pursuant to the Removal Law and if an appointed member of an entity fails to disclose a conflict of interest, the OBC may terminate his/her appointment in accordance with the law governing boards, committees and commissions for appointed officials *[see 217.6-2 & 217.6-3]*.

C. Nation's laws regarding penalties
   - If an elected official, officer, or elected/appointed member of a board, committee or commission fails to disclose a conflict of interest, he/she may be subject to penalties pursuant to laws of the Nation regarding penalties *[see 217.6-2 & 217.6-3]*. The Nation currently does not have legislation regarding penalties but if in the future such a law is adopted, elected officials, officers, and elected/appointed members that violate this Law may face penalties/sanctions.

D. Penalties for Non-Disclosure of a Conflict of Interest for Contractors
   - An organization or person who does not disclose conflicts of interest may be subject to termination of their contracts *[see 217.6-5]*.

SECTION 7. OTHER CONSIDERATIONS

A. Section 109.9-5 of the Legislative Procedures Act authorizes the OBC to temporarily enact an emergency law where legislation is necessary for the immediate preservation of the public health, safety or general welfare of the reservation population and the enactment or amendment of legislation is required sooner than would be possible by utilizing the standard legislative process *[see Legislative Procedures Act, 109.9-5(b)]*. In this situation, there would not be time to amend the policy through the standard legislative process prior to the required effective date set by HUD. A failure to comply with HUDs timeline would result in OHA being ineligible to compete for grants until the policy is brought into compliance.

B. If adopted on an emergency basis, these amendments will become effective immediately, and will remain in effect for up to six months, with the possibility of a one-time extension of up to an additional six months *[see Legislative Procedures Act, 109.9-5(b)]*.

C. A fiscal impact statement is not required for emergency legislation *[see Legislative Procedures Act, 109.9-5(a)]*

2017 04 25
For OBC Consideration

Title 2. Employment – Chapter 217
CONFLICT OF INTEREST

217.1. Purpose and Policy
217.2. Adoption, Amendment, Repeal
217.3. Definitions
217.4. General
217.5. Organizational Conflicts of Interest
217.6. Penalties for Non-Disclosure of a Conflict of Interest
217.7. Prohibited Activities Resulting from a Disclosed Conflict of Interest
217.8. Exemptions

217.1. Purpose and Policy

217.1-1 *Purpose.* The purpose of this law is for the Nation to ensure that all employees, contractors, elected officials, officers, political appointees, appointed and elected members and all others who may have access to information or materials that are confidential or may be used by competitors of the Nation=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 Nation.

217.1-2. *Policy.* It is the policy of the Nation to assert its proprietary rights to client lists, trade secrets and any other confidential data generated, developed or commissioned for the Nation 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. The Nation asserts that no persons who work for the Nation 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 Nation=s interests without full and complete prior disclosure to the Nation.

217.2. Adoption, Amendment, Repeal

217.2-1. This law was adopted by the Oneida Business Committee by Resolution BC-06-10-98-C and amended by BC-02-08-17-B.

217.2-2. This law may be amended or repealed by the Oneida Business Committee and/or the Oneida General Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.

217.2-3. 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.

217.2-4. In the event of a conflict between a provision of this law and a provision of another law, the provision of this law shall control.

217.2-5. This law is adopted under the authority of the Constitution of the Oneida Nation.

217.3. Definitions

217.3-1. 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) "Agent" means a person who is authorized to act for or in place of another, which may include an employee, contractor, elected official, officer, political appointee, and appointed or elected member of the Nation.

(b) AConflict of interest@ means any interest, real or apparent, whether it be personal, financial, political, or otherwise, in which an elected official, officer, political appointee, employee, contractor, or appointed or elected member, or their immediate family

members, friends or associates, or any other person with whom they have contact, have that conflicts with any right of the Nation to property, information, or any other right to own and operate activities free from undisclosed competition or other violation of such rights of the Nation. In addition, conflict of interest also means any financial or familial interest an elected official, officer, political appointee, employee, contractor, or appointed or elected member or their immediate family members may have in any transaction between the Nation and an outside party.

(c) "Contractor" means a person or business providing expertise, services, goods or guidance to the Nation.

(d) "Elected official" means a person elected to the Oneida Business Committee who does not hold an officer position.

(e) "Employee" means anyone employed by the Oneida Nation in one of the following employed capacities: full-time, part-time, emergency temporary, limited term or on a contractual basis.

(f) "Entity" means a department, program or service of the Nation.

(g) "Immediate family member" means an individual's husband, wife, mother, father, step mother, step father, son, daughter, step son, step daughter, brother, sister, step brother, step sister, grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law or sister-in-law and any of the these relations attained through legal adoption.

(h) "Member" means a person who serves on a board, committee, or commission of the Nation. It does not include the Oneida Business Committee or the governing body of a Tribally Chartered Corporation.

(i) "Nation" means the Oneida Nation.

(j) "Officer" means a person elected to the Oneida Business Committee holding the Chairperson, Vice Chairperson, Secretary, or Treasurer position.

(k) "Organizational conflict of interest" means that because of other activities or relationships with other parties, a potential contract or contractor is:

(1) unable to render impartial assistance or advice to the Nation;

(2) cannot perform a contract with the Nation in an objective way; or

(3) has an unfair competitive advantage compared to others.

(l) "Political appointee" means a person who assists an elected member of the Oneida Business Committee in their daily activities and operations.

(m)AThird party agreement@ means 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.

217.4. General

217.4-1. *Scope*.

(a) This law shall apply to agents, elected officials, officers, political appointees, employees, contractors, appointed or elected members or any other persons with whom they may be associated in personal, marital, familial, business, financial or other relationships.

(b) Under the protection of this law are the resources of the Nation, its enterprises, programs, business interests, financial information, trade secrets and any other

information that could be used against the Nation or those duly authorized to represent its interests.

217.4-2. *Amendment of Documents.* The following documents shall be amended as required in order to implement this law:

(a) The Nation's laws, rules and policies governing employment.

(1) Prospective employees shall disclose whether or not they have any conflicts of interest as defined in this law.

(2) Current employees shall disclose existing conflicts of interest, if any.

(b) Persons or organizations contracting with the Nation shall include a provision in their contract reciting the prohibition against undisclosed conflicts of interest.

(c) The Oneida Nation Secretary shall inform all elected officials, officers, political appointees, and elected or appointed members of the existence of this law in writing. All elected officials, officers, political appointees, and elected or appointed members shall disclose any conflicts of interest.

217.4-3. *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 law. The Oneida Law Office shall be responsible for creating a standard form and any specialized forms required by this law. The Nation's Human Resource Department and the Office of the Oneida Nation Secretary shall be responsible for distributing and maintaining conflict of interest disclosure forms.

(a) The Nation's Human Resource Department shall collect conflict of interest disclosure forms from all employees on an annual basis. Additionally, an employee shall disclose a conflict of interest as soon as the conflict arises.

(b) The Office of the Nation's Secretary shall collect conflict of interest disclosure forms from all elected officials, officers, political appointees, and elected and appointed members on an annual basis. Additionally, an elected official, officer, political appointee, or elected or appointed member shall disclose a conflict of interest as soon as the conflict arises.

217.5. Organizational Conflicts of Interest

217.5-1. *Presumed Organizational Conflict of Interest.* It is presumed that there is an organizational conflict of interest any time that a business owned by the Nation seeks to contract with the Nation as a primary contractor or as a subcontractor.

217.5-2. *Maintaining Objectivity and Equal Access to Information.* The Nation shall maintain objectivity in contracting and shall provide all potential and actual contractors with equal access to information. Should an employee of the Nation also be an employee, officer, director, or agent of any business owned by the Nation, the said employee shall be restricted from participating in any part of the contract process, including but not limited to the bidding, selection, award and administration, for that business.

(a) In the event that an employee has knowledge and experience that is critical to a contract and is restricted from participation based on an organizational conflict of interest, the said employee may only participate if the Nation and the contractor execute a conflict of interest mitigation plan.

(b) An organizational conflict of interest mitigation plan shall require the conflicted employee's participation be limited to the specific components of the project/contract that

require the employee's knowledge and/or experience.

217.5-3. *Biased Ground Rules*. Should the Nation contract with a business to prepare ground rules for a subsequent project/contract, including but not limited to preparing/writing specifications or work statements, said business may not compete for the subsequent project/contract.

217.6. Penalties for Non-Disclosure of a Conflict of Interest

217.6-1. *Employees.* If a supervisor is provided credible evidence that an employee has failed to disclose a conflict of interest, the employee shall be placed on leave pursuant to the Nation's Investigative Leave Policy, except that the duration of the investigation for an alleged conflict of interest shall be concluded within seven (7) days of the employee being placed on leave. A supervisor shall terminate an employee from his or her employment with the Nation when an investigation substantiates that the employee failed to disclose a conflict of interest.

217.6-2. *Elected Officials and Officers.* An elected official or officer who fails to disclose a conflict of interest may be subject to removal pursuant to the Removal Law or penalties pursuant to laws of the Nation regarding penalties.

217.6-3. *Elected or Appointed Members.* A member who fails to disclose a conflict of interest may be subject to penalties pursuant to laws of the Nation regarding penalties, and subject to removal pursuant to the Removal Law for elected members, or have their appointment terminated by the Oneida Business Committee pursuant to the law governing board, committees and commissions for appointed members.

217.6-4. *Political Appointees*. A political appointee that fails to disclose a conflict of interest may be subject to discipline at the discretion of the elected official the political appointee serves.

217.6-5. *Contracts.* An organization or a person who does not disclose conflicts of interest may be subject to termination of their contracts.

217.7. Prohibited Activities Resulting from a Disclosed Conflict of Interest

217.7-1. When an existing conflict of interest is disclosed, no employee, contractor, elected official, political appointee, officer, agent, or appointed or elected member may participate in:

(a) the selection, award, or administration of a contract, including contracts supported by a Federal award; and/or

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

217.7-2. Entities of the Nation shall develop standard operating procedures and/or work standards outlining further prohibited activities resulting from disclosed conflicts of interest and means by which a party can alleviate or mitigate the conflict of interest.

(a) In the event arrangements are made to alleviate or mitigate the conflict of interest, it may become permissible for a party to participate under section 217.7-1(b) at the discretion of the division director and to the extent permitted by any applicable law, policy or rule. However, in all circumstances, such parties shall remain prohibited from participating under section 217.7-1(a).

217.8. Exemptions

217.8-1. Exemptions to this law are for the purpose of excluding activities of the Nation for which no conflict of interest can exist. These activities generally occur when the Nation is acting as a provider of services for which another will be making payments or reimbursing costs of

providing the services. Exemptions shall be specifically identified within this law.

217.8-2. *Pharmacy.* This exemption shall be designed to relieve the Pharmacy and insurance providers from the requirements of the Conflict of Interest law while recognizing the unique relationship between the Pharmacy and insurance providers in third party payment agreements where no proprietary information of the Nation is provided to the insurance providers, and there is little or no opportunity for a conflict of interest between the insurance providers and the Nation. 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-06-10-98-C
Emergency Amended - BC-04-12-06-JJ
Emergency Amended - BC-09-27-06-E
Emergency Amended – BC-08-10-16-M
Amended - BC-02-08-17-B

Title 2. Employment – Chapter 217
CONFLICT OF INTEREST

217.1. Purpose and Policy
217.2. Adoption, Amendment, Repeal
217.3. Definitions
217.4. General
217.5. Organizational Conflicts of Interest
217.6. Penalties for Non-Disclosure of a Conflict of Interest
217.~~6~~7. Prohibited Activities Resulting from a Disclosed Conflict of Interest
217.~~7~~8. Exemptions

217.1. Purpose and Policy

217.1-1 *Purpose.* The purpose of this law is for the Nation to ensure that all employees, ~~consultants~~contractors, elected officials, officers, political appointees, appointed and elected members and all others who may have access to information or materials that are confidential or may be used by competitors of the Nation'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 Nation.

217.1-2. *Policy.* It is the policy of the Nation to assert its proprietary rights to client lists, trade secrets and any other confidential data generated, developed or commissioned for the Nation 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. The Nation asserts that no persons who work for the Nation 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 Nation's interests without full and complete prior disclosure to the Nation.

217.2. Adoption, Amendment, Repeal

217.2-1. This law was adopted by the Oneida Business Committee by Resolution BC-06-10-98-C and amended by BC-02-08-17-B.

217.2-2. This law may be amended or repealed by the Oneida Business Committee and/or the Oneida General Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.

217.2-3. 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.

217.2-4. In the event of a conflict between a provision of this law and a provision of another law, the provision of this law shall control.

217.2-5. This law is adopted under the authority of the Constitution of the Oneida Nation.

217.3. Definitions

217.3-1. 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) "Agent" means a person who is authorized to act for or in place of ~~of~~ another, which may include an employee, ~~consultant~~contractor, elected official, officer, political appointee, and appointed or elected member of the Nation.

(b) "Conflict of interest" means any interest, real or apparent, whether it be personal, financial, political, or otherwise, in which an elected official, officer, political appointee,

employee, ~~consultant~~contractor, or appointed or elected member, or their immediate family members, friends or associates, or any other person with whom they have contact, have that conflicts with any right of the Nation to property, information, or any other right to own and operate activities free from undisclosed competition or other violation of such rights of the Nation. In addition, conflict of interest also means any financial or familial interest an elected official, officer, political appointee, employee, ~~consultant~~contractor, or appointed or elected member or their immediate family members may have in any transaction between the Nation and an outside party.

(c) ~~"Consultant"~~ "Contractor" means a person ~~who provides~~or business providing expertise, services, goods or guidance to the Nation.

(d) "Elected official" means a person elected to the Oneida Business Committee who does not hold an officer position.

(e) "Employee" means anyone employed by the Oneida Nation in one of the following employed capacities: full-time, part-time, emergency temporary, limited term or on a contractual basis.

(f) "Entity" means a department, program or service of the Nation.

(g) "Immediate family member" means an individual's husband, wife, mother, father, step mother, step father, son, daughter, step son, step daughter, brother, sister, step brother, step sister, grandparent, grandchild, mother-in-law, father-in-law, daughter-in-law, son-in-law, brother-in-law or sister-in-law and any of the these relations attained through legal adoption.

(h) "Member" means a person who serves on a board, committee, or commission of the Nation. It does not include the Oneida Business Committee or the governing body of a Tribally Chartered Corporation.

(i) "Nation" means the Oneida Nation.

(j) "Officer" means a person elected to the Oneida Business Committee holding the Chairperson, Vice Chairperson, Secretary, or Treasurer position.

(k) "Organizational conflict of interest" means that because of other activities or relationships with other parties, a potential contract or contractor is:

(1) unable to render impartial assistance or advice to the Nation;

(2) cannot perform a contract with the Nation in an objective way; or

(3) has an unfair competitive advantage compared to others.

(l) "Political appointee" means a person who assists an elected member of the Oneida Business Committee in their daily activities and operations.

(~~l~~m) AThird party agreement@ means 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.

217.4. General~~.~~

217.4-1. *Scope*.

(a) This law shall apply to agents, elected officials, officers, political appointees, employees, ~~consultants~~contractors, appointed or elected members or any other persons with whom they may be associated in personal, marital, familial, business, financial or other relationships.

(b) Under the protection of this law are the resources of the Nation, its enterprises,

programs, business interests, financial information, trade secrets and any other information that could be used against the Nation or those duly authorized to represent its interests.

217.4-2. *Amendment of Documents.* The following documents shall be amended as required in order to implement this law:

(a) The Nation's laws, rules and policies governing employment.

(1) Prospective employees shall disclose whether or not they have any conflicts of interest as defined in this law.

(2) Current employees shall disclose existing conflicts of interest, if any.

(b) Persons or organizations contracting with the Nation shall include a provision in their contract reciting the prohibition against undisclosed conflicts of interest.

(c) The Oneida Nation Secretary shall inform all elected officials, officers, political appointees, and elected or appointed members of the existence of this law in writing. All elected officials, officers, political appointees, and elected or appointed members shall disclose any conflicts of interest.

217.4-3. *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 law. The Oneida Law Office shall be responsible for creating a standard form and any specialized forms required by this law. The Nation's Human Resource Department and the Office of the Oneida Nation Secretary shall be responsible for distributing and maintaining conflict of interest disclosure forms.

(a) The Nation's Human Resource Department shall collect conflict of interest disclosure forms from all employees on an annual basis. Additionally, an employee shall disclose a conflict of interest as soon as the conflict arises.

(b) The Office of the Nation's Secretary shall collect conflict of interest disclosure forms from all elected officials, officers, political appointees, and elected and appointed members on an annual basis. Additionally, an elected official, officer, political appointee, or elected or appointed member shall disclose a conflict of interest as soon as the conflict arises.

217.5. ~~Penalties for Non-Disclosure of a Conflict~~ Organizational Conflicts of Interest

~~217.5-1. *Employees.*~~217.5-1. *Presumed Organizational Conflict of Interest.* It is presumed that there is an organizational conflict of interest any time that a business owned by the Nation seeks to contract with the Nation as a primary contractor or as a subcontractor.

217.5-2. *Maintaining Objectivity and Equal Access to Information.* The Nation shall maintain objectivity in contracting and shall provide all potential and actual contractors with equal access to information. Should an employee of the Nation also be an employee, officer, director, or agent of any business owned by the Nation, the said employee shall be restricted from participating in any part of the contract process, including but not limited to the bidding, selection, award and administration, for that business.

(a) In the event that an employee has knowledge and experience that is critical to a contract and is restricted from participation based on an organizational conflict of interest, the said employee may only participate if the Nation and the contractor execute a conflict of interest mitigation plan.

(b) An organizational conflict of interest mitigation plan shall require the conflicted

employee's participation be limited to the specific components of the project/contract that require the employee's knowledge and/or experience.

217.5-3. *Biased Ground Rules.* Should the Nation contract with a business to prepare ground rules for a subsequent project/contract, including but not limited to preparing/writing specifications or work statements, said business may not compete for the subsequent project/contract.

217.6. Penalties for Non-Disclosure of a Conflict of Interest

217.6-1. *Employees.* If a supervisor is provided credible evidence that an employee has failed to disclose a conflict of interest, the employee shall be placed on leave pursuant to the Nation's Investigative Leave Policy, except that the duration of the investigation for an alleged conflict of interest shall be concluded within seven (7) days of the employee being placed on leave. A supervisor shall terminate an employee from his or her employment with the Nation when an investigation substantiates that the employee failed to disclose a conflict of interest.

217.~~5~~6-2. *Elected Officials and Officers.* An elected official or officer who fails to disclose a conflict of interest may be subject to removal pursuant to the Removal Law or penalties pursuant to laws of the Nation regarding penalties.

217.~~5~~6-3. *Elected or Appointed Members.* A member who fails to disclose a conflict of interest may be subject to penalties pursuant to laws of the Nation regarding penalties, and subject to removal pursuant to the Removal Law for elected members, or have their appointment terminated by the Oneida Business Committee pursuant to the law governing board, committees and commissions for appointed members.

217.~~5~~6-4. *Political Appointees.* A political appointee that fails to disclose a conflict of interest may be subject to discipline at the discretion of the elected official the political appointee serves.

217.6-5~~-5.~~. *Contracts.* An organization or a person who does not disclose conflicts of interest may be subject to termination of their contracts.

217.~~6.~~ 7. Prohibited Activities Resulting from a Disclosed Conflict of Interest

217.~~6~~7-1. When an existing conflict of interest is disclosed, no employee, ~~consultant~~contractor, elected official, political appointee, officer, agent, or appointed or elected member may participate in:

(a) the selection, award, or administration of a contract, including contracts supported by a Federal award; and/or

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

217.~~6~~7-2. Entities of the Nation shall develop standard operating procedures and/or work standards outlining further prohibited activities resulting from disclosed conflicts of interest and means by which a party can alleviate or mitigate the conflict of interest.

(a) In the event arrangements are made to alleviate or mitigate the conflict of interest, it may become permissible for a party to participate under section 217.~~6~~7-1(b) at the discretion of the division director and to the extent permitted by any applicable law, policy or rule. However, in all circumstances, such parties shall remain prohibited from participating under section 217.~~6~~7-1(a).

217.~~7.~~ 8. Exemptions

217.~~7~~8-1. Exemptions to this law are for the purpose of excluding activities of the Nation for which no conflict of interest can exist. These activities generally occur when the Nation is acting as a provider of services for which another will be making payments or reimbursing costs of providing the services. Exemptions shall be specifically identified within this law.

217.~~7~~8-2. *Pharmacy.* This exemption shall be designed to relieve the Pharmacy and insurance providers from the requirements of the Conflict of Interest law while recognizing the unique relationship between the Pharmacy and insurance providers in third party payment agreements where no proprietary information of the Nation is provided to the insurance providers, and there is little or no opportunity for a conflict of interest between the insurance providers and the Nation. 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-06-10-98-C
Emergency Amended - BC-04-12-06-JJ
Emergency Amended - BC-09-27-06-E
Emergency Amended – BC-08-10-16-M
Amended - BC-02-08-17-B

Business Committee Meeting
8:30 a.m. Wednesday, April 26, 2017
Thank you for printing clearly

Geraldine Danforth
Lambert Metoxen
Bev Anderson
Brian Denny
Jack Denny
Stacy Buckley
Michele Doxtator
Bonnie Pigman
Jackie Zalim
Lisa Liggins
Rosa Laster
C. J. Metoxen
Cheryl Wilson
Debbie Danforth
Roy D. Pavel
James Petitjean