

# Oneida Business Committee Agenda Request

1. Meeting Date Requested: 08 / 09 / 17

## 2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

## 3. Supporting Materials

Report  Resolution  Contract

Other:

1.

3.

2.

4.

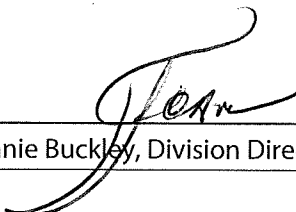
Business Committee signature required

## 4. Budget Information

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

## 5. Submission

Authorized Sponsor / Liaison:

 7/31/17

Primary Requestor/Submitter:

\_\_\_\_\_  
Your Name, Title / Dept. or Tribal Member

Additional Requestor:

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

Additional Requestor:

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

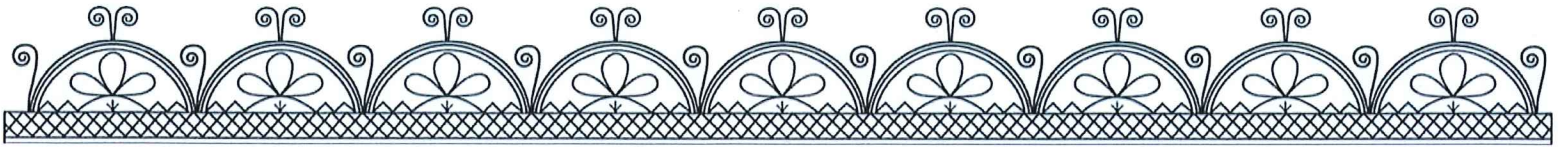
## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

The purpose of the attached report is for the Internal Services Division 3rd quarter (April-June 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@oneidation.org](mailto:BC_Agenda_Requests@oneidation.org)



## INTERNAL SERVICES DIVISION

Third Quarter Report FY17

April, May, June



This is the time to take advantage of warmer weather and we are busy with outdoor events. While some departments are continuing their work not directly affected by the weather conditions, such as the Kalihwisaks, Tsyunhehkwa and Tourism take advantage of the late spring and summer months to compress their projects into these six months to generate various activities for events within our community.

Tsyunhehkwa had another successful Seed and Plant distribution on May 14<sup>th</sup> – with even higher attendance than other years. The staff took on the challenge, and developed several activities, including training on raised gardens, a children’s activity table for the little ones, and over 130 plant packages sold and distributed. This was a very nice way to celebrate Earth Day. Several other Experiential Learning sessions such as gardening workshops and food nutrition (by a group of our elders) was offered during these months, funded by Blooming Prairie grant and First Nations Development Institute. We continue to have external guests to see our projects such as Thunder Valley from South Dakota (March 11) and UW-Stevens Point students to see our aquaponics system, and other areas related to our integrated agricultural system.

The Farmers Market season started June 22, with another record attendance n June with 902 customers. It is amazing how dedicated our vendors are to being part of this community effort. We hope that the write-ups in the Kalihwisaks are helping to promote the activities for a healthy community. And we thank all the community members who contribute to the Oneida Food Pantry. The team sets up at the GTC meetings.

The Print & Mail operations printed 3.2 million pages in 17 days for GTC Semi-Annual meeting notice. The staff took on the challenge and met the deadline, working tirelessly for that period. They seem to have the system for GTC mailers down to a science, knowing how many hours each mailing will take. UPS has been very helpful in picking up the GTC mailings in waves to meet mailing deadlines.

We hope that many had the opportunity to enjoy the Veterans B-B-Q contest, which is one of their community outreach activities. There was a great turnout, to the point that they may have outgrown their location. They were also involved in the LPGA, as were many others – as volunteers, attendees, or helping at booths at the Oneida Village. *Kudos to Thornberry and their team for such an outstanding event! We continue to hear so many positive comments.*

|   |   |
|---|---|
| <b>Goal #1</b>                                | <b>Enhance Oneida Brand as a Strong Nation</b>  |
| <b>Advancing On^yote?aka Principles</b>       | <i>Continue on the Longhouse development. Plan for various activities with Tourism, and touches on the reservation that promote our ways and our brand. Support the Government efforts with the various GTC mailings from the Print &amp; Mail Center</i> |
| <b>Goal #2</b>                                | <b>Promote Agriculture and a mindset for healthy foods for the community</b>  |
| <b>Advancing On^yote?aka Principles</b>       | <i>Complete the Local Food Producers Promotion grant with various entrepreneur trainings to members of this community. Continue with trainings on food production.</i>  |
| <b>Goal #3</b>                                | <b>Strengthen operational performance through technology</b>  |
| <b>Implementing Good Governance Processes</b> | <i>Collaborative efforts among various departments and divisions on consolidation of systems, including the surveillance system solution for the Nation.</i>  |



## MIS Quarterly Report – April - June 2017

### Strategy #1 Deliver Business Technology Solutions

- The Surveillance Project continues to progress. The network design was completed this past quarter. Though the achievement isn't highly visible or sexy, it is a milestone project activity that will affect the entire performance, functionality and manageability of the surveillance environment. The project outcome is to establish a standard surveillance solution for the Nation, provide state of the art monitoring for Gaming, Retail and OPD, and provide a path for future expansion.
- Gaming MIS completed an upgrade to all point of sale devices within the Gaming BINGO environment moving closer to full EMV compliance within the Gaming Division. EMV (Europay, MasterCard, and Visa) is the current technical standard for processing payment via smart payment cards (chipped credit cards). This was a coordinated effort between MIS and our business partners Shift4 and Planet Bingo. The change improves the overall security and confidence for Gaming customers who process their transactions with credit cards.



### Strategy #2 Promote Information Sharing & Collaboration

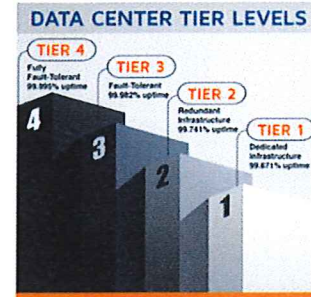
- Continued to extend the use and application of the OnBase system into new areas. The effort associated with agenda management for the OBC is in a "soft" rollout and testing. The plan is to have the system ready for production as the new OBC takes office. OnBase, the Nation's content management solution, has greatly enhanced how documents are captured, stored and accessed. The system has not only improved the effectiveness and efficiency for document handling for numerous Oneida business operations but has advanced the Nation's paper reduction strategies.





### Strategy #3 Optimize Use of Resources

- The Tier IV project recently (7/23) completed a significant milestone with the upgrade to a more redundant power supply for the Skenandoah Data Center. The effort has been planned for more than a year and would not have had the success if not for the dedication and skill of those involved. A special thank you and recognition goes to Kevin Rentmeester and his team whose contributions cannot be overstated.
- The MIS department completed negotiations with our primary cellular provider, Celcom. Terms of the new agreement provide for greater support and customer service from the vendor while reducing our average monthly cost. Currently the Nation has approximately 390 business cell phones and another 45 broadband devices that have Celcom subscriptions. The expense prior to the new contract was about \$22,000/mo. Our monthly expense is now approximately \$18,000 for an anticipated \$48,000 annual savings.



### MIS Goals for FY'17

#### Strategy #1 Deliver Business Technology Solutions

Develop mobile app's that support the goals and objectives associated with Oneida Language Preservation and On^yote?a.ka principles.

#### Strategy #2 Promote Information Sharing & Collaboration

Leverage the recent deployment of Passport (POS) solution within the Retail environment. This activity is in alignment with the Nation's 4 Strategic Directions, specifically a commitment to building a responsible Nation.

#### Strategy #3 Optimize Use of Resources

Phase I of the Surveillance project will be completed. The outcome will support the standardization of the Nation's surveillance environment while enhancing the Nation's overall security posture.



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



## GRANTS OFFICE QUARTERLY REPORT – JULY 2017

- **Strategy 1: Enhance tribal services with external funding(both new and continuation)**
  - ❖ Keeping ahead of our current goals with a total of \$5.5 million in external funding going thru this office so far this FY17.
    - Examples are:
      - Intertribal Buffalo Council/Herd Development Grant - \$37,500, no match
      - EPA/Great Lakes Sediment Reduction grant - \$150,000
      - DHHS Family Services/Head Start & Early Head Start - \$217,162
  - ❖ We had a total of \$7.95 million in pending grants for the FY.
  
- **Strategy 2: Become a resource for a 1-stop shop for funding/grant data and services.**
  - ❖ Provided assistance for various programs and enhanced their ability to obtain external funding.
  - ❖ Maintaining tribe-to-tribe, grantor-to-grantee, and other relationships to increase our opportunities.
  - ❖ Maintaining a database that includes all funded, denied, and pending grants.
  - ❖ Maintaining a database of all information that relates to grant data including statistical data.
  - ❖ Developed a database of all grant opportunities sent out with responses from programs to assure programs are taking advantage of such services.
  
- **Strategy 3: Enhance tribal and community efforts in fundraising thru the development of a 7871 fund unit.**
  - ❖ Uploading of OYLI website has begun and is currently being developed by Stellar Blue Technologies. Website mock up looks great.
  - ❖ OYLI Board is fully operating with 7 newly appointed Board members with great backgrounds and experience. Advisory Board will also be developed. Working on SOPs and processes/policies.
  - ❖ The OYLI collaborated with the LPGA in providing volunteer time for the concessions. Total sales were \$74,000 with 8% or a total of \$5,920 going to the OYLI to be distributed to four groups who volunteered based on hours put in.



## OCIFS (Oneida Community Integrated Food Systems) Achievements:

### ➤ Strategy #1 Educate the Oneida community about food, agricultural opportunities, nutrition and health risks

-Set up Experiential Learning sessions (53 people participated) and provided material for the gardening workshops held at Tsyunhehkwa's Seed and Plant Distribution on Saturday, May 13<sup>th</sup>.



- Completed 2 Nutrition Educational workshops for the Oneida community (32 people participated) through the assistance of the First Nations Development Institute FDIPR Nutrition Education \$20,000 grant.

Experiential Learning sessions

- Completed 2 gardening workshops for the Oneida community (49 people participated) through the First Nations grant and the Blooming Prairie Foundation grant.

Gardening workshop

- Assisted in mapping out the schedule for the garden tilling services for the community members that signed up at the **Tsyunhehkwa** Farm.

### \* Promote education through Agri-Tourism efforts

- Toured the Thunder Valley Development Corporation at the **Tsyunhehkwa** Farm on April 11.

- Toured UW-Stevens Point students the food producing and food related entities: Orchard, Buffalo, **Tsyunhehkwa** Farm, and Oneida Market on May 23.



### \* Share through educational forums –

- Youth Day on the Farm, had 37 youth from the Oneida Turtle School go to the Apple Orchard, buffalo overlook, and then do hands on activities at the Oneida Nation Farm.

Youth Day on the Farm

- Completed writing health, food, diet and farmers market articles that were used as on the OCIFS page in the Kalihwisaks newspaper (completed 3 articles)

### Strategy #2 Integrate Oneida and locally produced foods into the Oneida community and institutions -

- Facilitated the 4-H Brat Booth meeting, where we had 14 community members attend and learn the skills necessary to run the booth during the farmers market as an entrepreneur project to raise income.

- Painted the Oneida Falling Leaves 4-H brat booth, sealed all the Oneida Farmers Market picnic tables and maintenance the two generators for the season.

- Attended the CHIP group meeting where the two Green Bay Farmers Markets, LIVE54218 and Oneida Farmers' Market in collaborating on various grant projects.

- Met w/ FM SNAP & WIC Program Sub-Committee to discuss how to expand this program in the Oneida, Green Bay and neighboring Farmers Markets.

- Started the Oneida Farmers Market season on June 22. We had 902 customers attend in June.



# Emergency Food Pantry

3<sup>rd</sup> Quarter Report 2017



The 3<sup>rd</sup> Quarter completes the Oneida Emergency Food Pantry's 6<sup>th</sup> month in operation. We served 834 clients and distributed 7,406 pounds of food during the 26 days available for food pick up during the quarter. We processed 65 bulk donations and continue to see support from individuals, community groups and Oneida entities; General Tribal Counsel, Oneida Nation High School, Green Bay Cheer, Comprehensive Health, and Joint Marketing to name a few. In collaboration with Economic Support we are able to identify specific client causes to food emergencies. Our staff is diligent about tracking food within our program. In efforts to off-set tribal contribution for food purchases, we applied for our first grant at Brown County United Way. – Emergency Food and Shelter Program Phase 34.

## Q3 Donations Collected

9,379 Lbs. + 70%

## Q3 Food Purchased

\$2582.44 -39%

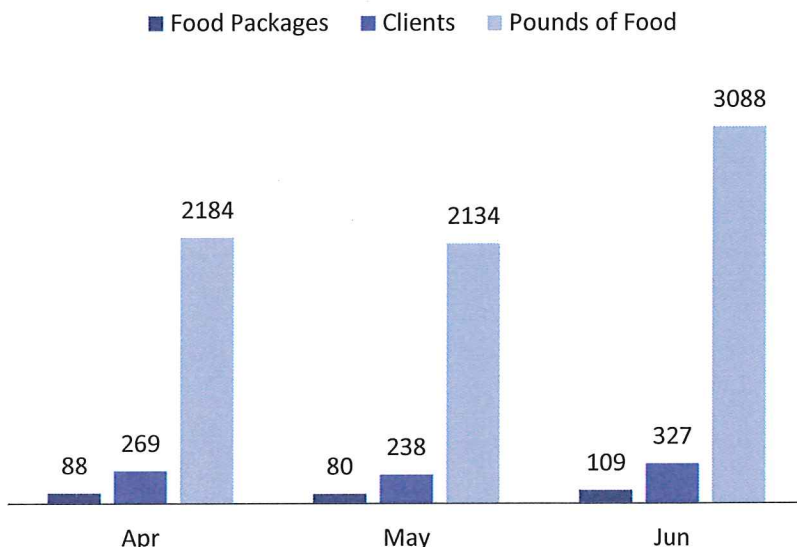
2,367 Lbs. -37%

## Q3 Food Waste

792 Lbs. + 171 %

## Q3 Food Re-Donated

2435 Lbs. +170%



## Strategic Goals

### Establish the Emergency Food Pantry

- Food Pantry Operations Manual in progress
- Establish Social Media Account

### Build an Effective Food Network that Sustains the Food Program

- Increase local business donor base

### Increase Community Engagement

- Volunteer opportunities
- Planning for 2018 school food drives







# ONEIDA Tourism Quarterly Report – Apr – Jun. 2017

## Strategy 1: Develop Cultural Tourism

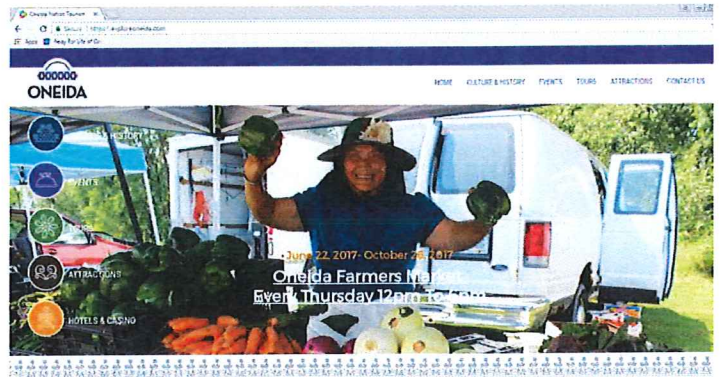
Long House – Contract set for trusses for the Long House to be installed  
 Veterans Wall – A plan is in place to grow flowers to begin to populate the Veterans wall.  
 Amphitheater/Visitor Center – on hold, due to lack of funding.

**Strategy 2: Build Partnerships** – Miss Oneida Pageant was hosted at Thornberry Creek at Oneida on June 21, 2017.

## Strategy 3: Drive traffic to the Oneida Reservation

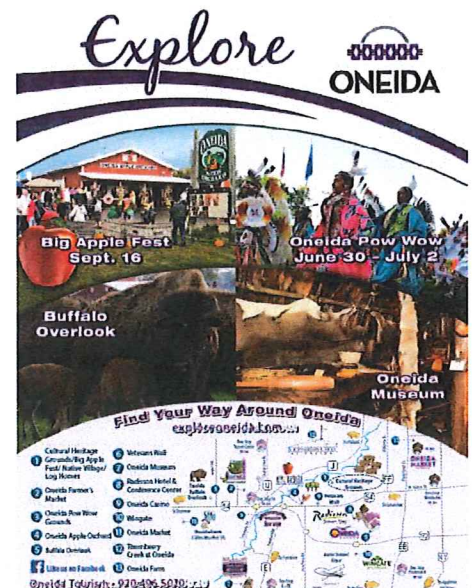
- The following conferences/trade shows Oneida Tourism was a part of Apr/Circle WI, Wausau Business Expo, AETC, May/GB Business Expo, Kenosha Welcome Center, June/International Pow Wow
- ExploreOneida.com has been uploaded with changes.
- Hosted an event with the WI Historical Society featuring documents from the first Oneidas who traveled to WI. May
- Reservation Tours
 

|      |                |
|------|----------------|
| 2017 | 607 people YTD |
| 2016 | 2883 people    |
| 2015 | 2899 people    |



## Strategy 4: Maximize Media

- Shot first interview with Gordon McLester for a documentary on the Oneida Elder Interview project.
- Partnering with the Elder Center to develop a video on elder services that will be grant funded.
- Work continued on the LFPP video (in fine cut stage)
- Continue to post events and features of different parts of the reservation.
- Facebook likes 40 posts, 163,927 YTD reached, 2,088 likes:  
 Total Page Likes 3,851, Following 3,813





Graphics \* Print \* Media \* Mail

## Quarterly Report: Apr – June 2017

### Strategy 1: Improve Infrastructure

- Training materials on variable data being created for Mail Center.
- Receive quotes on 3 pieces of equipment needed for operation.

### Strategy 2: Increase sales

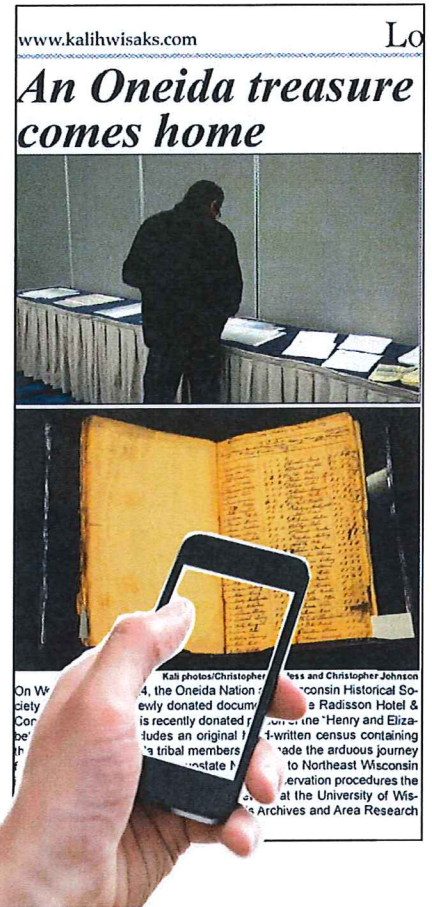
- Printing operation printed 3.2 million copies in 17 days for GTC Semi-Annual meeting notice. YTD sales in June 2017 exceed total FY16 sales.
- Researching new wide format printer for possible addition to site capacity.
- Found Website designer to pair up with for a service offering

### Strategy 3: Improve Brand/Image

- Slow roll out of Big Bear Media
- Panels designed for LPGA Tourism Booth to showcase graphic design

### Strategy 4: Improve Department Efficiencies

- Monday morning meeting improving communications between the different areas
- Test out Layar App (Augmented Reality) with first Video/Newspaper/graphics project. WI Historical Society event.





EMPLOYEE ADVOCACY DEPARTMENT  
SKENANDOAH COMPLEX  
Green Bay, WI  
920-496-5318 920-496-7000

Employee Advocacy Department  
April - June 2017  
3rd Quarterly Report

The Employee Advocacy Department (EAD) continues its efforts to create a positive organizational culture through better communication. Our goal is to work towards a healthy respectful environment; rather than a litigious one.

We have been successful in mediating and settling the majority of cases, which in turn, saves the Tribe the costs associated with formal hearings.

April – June - EAD had thirty-four (34) new employment issues (in addition to those carried over from the previous quarter.)

- \* 11 cases involved disciplinary notices that were represented at area manager level.
- \* 17 work-related complaints
- \* 2- referrals to ERRs
  
- \* OPC/Judiciary Activity: 0
  
- \* OPC Activity – 0

Our goal is to not only prevent cases from progressing to the OPC & Judiciary, but to decrease the number of disciplinary notices issued and the number of work-related complaints filed. We are attempting to do that through negotiation, settlement, and, most importantly through education and communication.

We fielded 37 calls w/general employee-related inquiries.

EAD received seven (7) inquiries regarding issues unrelated to employment (Codicils, Power of Attorney, community member complaint.) We provided referrals and/or forms and website links for additional information.

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## Oneida Veterans Dept.

Mission: Provide Quality Services and Assistance in the Delivery of Entitlements and Benefits due our Oneida Nation Veterans and their Families.

|                    |                           |                                |              |
|--------------------|---------------------------|--------------------------------|--------------|
| 3rd Quarter Report | Clientele visits –<br>868 | 2nd Quarter<br>Visits –<br>858 | Change - +10 |
|--------------------|---------------------------|--------------------------------|--------------|

### 3rd Quarter Highlights

|   |         |
|---|---------|
| • Calls Received                                | 1015    |
| • New Clients                                   | 4       |
| • Other Tribes                                  | 26      |
| • VA Disability Claims                          | 38      |
| • Community Utilization<br>Of Veterans Building | 51 Days |

One of Oneida's Veteran Departments Major Initiative is Improving Customer Service and our Clientele numbers maintain approx. 289 visits per month.

Another major initiative that we, the Oneida Veteran Dept. are working on is an end for Homeless Veterans in Oneida. Currently working with the Dept. of Veteran Affairs HUD/VASH Case Manager and OHA. 19 veterans have met the VA criteria and have been awarded Rent Vouchers and 8 have been housed to date, last quarter we had 3 housed. Oneida was awarded 20 Vouchers in 01/2016.

Oneida Nation Veteran Dept. supports the Nation's Initiative Alignments, specifically Community Development. Our Dept. sponsors a community B-B-Q contest and this year's contest had a great turnout to the point the Radisson would like to get involved. Our all veterans meeting in May had a presentation on Dementia, thanks to Elderly Services and a presentation on Estate Planning to include POA's for Healthcare.

The Oneida Nation Veterans Department main service is VA Disability Compensation/Pension claims. Awards this quarter total, in **Retro payments** the sum of **\$117,649**, last quarter was **\$137,947**. Monthly VA disability/pension checks, which total **\$11,526**, last quarter was **\$10,274**.

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## Kalihwisaks 1st Quarter Report

April – June 2017

### Achievements

- Printed six issues – April 6, 2017, April 20, 2017, May 4, 2017, May 18, 2017, June 1, 2017 and June 15, 2017. (Advancing Oneyote?a.ka Principles)
- Printed a Candidate Forum for Oneida Business Committee candidates in the April 20, May 18 and June 1 issues. Candidates were invited to submit a photo and 250 word essay to be printed free of charge. (Implementing Good Governance Process)
- We printed 32 paid political ads for the 2017 General Election along with several voting and forum notices, as well as the primary results.
- Covered events such as the unveiling of the Jeffery Skenandore memorial stone, purchase of Grand Central Station, updates to Oneida Lake, LPGA updates, Oneida’s new aquaponics project and General Tribal Council meetings (Advancing Oneyote?a.ka Principles).
- Printed Oneida Business Committee meeting minutes, board postings, public hearing notices, and legal notices. (Implementing Good Governance Process)
- Worked with other departments such as SEOTS, OCIFS, Adventures, Culture, ONAP, OCEC, and OFF to create monthly pages to share their news and events. (Advancing Oneyote?a.ka Principles)
- Worked with Communications to produce weekly “This Week in Oneida” video. (Advancing Oneyote?a.ka Principles)

### Goals for FY2017

- New photo contest limited to pictures taken on the Oneida Reservation
- Expand our media platforms to include phone apps, online payments, more online content



Tony Kuchma at aquaponics green house



# Experiential Learning Site Training Sessions

October 3rd • 1:30 pm to 4:30 pm

## TRACK 1

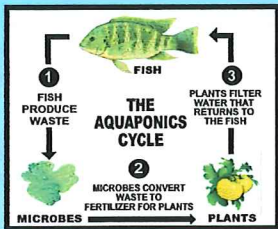


### Managed Grazing

In this experiential learning session, you will learn how to get started with a managed grazing plan, including pasture size and layout, fencing and watering systems and how to out-winter cattle in the inclement weather of Wisconsin. The session will showcase the Galloway breed, how to handle them, and how to create paddocks/pastures. The field walk will show you how to move the animals to new pasture, what feeds to supplement in winter, and a herd tracking system from birth to market. During this experiential learning session at the organic farm, you will be able to see the production of the traditional white corn, the poultry, and the chicken processing facility.

**Location: Tsyunhehkwā Organic Farm**

## TRACK 2



### Aquaponics

This system is the perfect “synergy” of growth and consumption; and at the center of sustainable agriculture practices. Raising fish and plants in a recirculating system, year round, is the approach for those with limited agricultural lands, and with inclement weather conditions. This experiential learning session will discuss the establishment of an aquaponics food production system, capable of annually producing 860 lbs. of fish and 6,900 – 11,500 heads of greens (or other vegetables) to supply fresh produce year round; as another source to increase your food production for your community.

**Location: Veterans Building**

## TRACK 3



### Apple Production, Processing, and Outreach

This experiential learning exposes you to both agricultural practices as well as processing and an agri-tourism event, to connect to your consumers and community with fun activities. Participants will be exposed to the various aspects of developing and managing an apple orchard, from the selection of trees for planting, the caring, and pest management. After harvesting, you will learn how to process apples into chips. Finally, you will learn about community outreach through two agri-tourism approaches: a “pick-ur-own” model, and the Apple Fest, a multi-tiered model. USDA/Value-Added Producer initiative

**Location: Oneida Apple Orchard**

## TRACK 4



### Tributary Restoration

Historically, agricultural practices in this area did not take into account ecological function in streams and wetlands. Clearing of the forested corridors and natural vegetation along streams, ditching, tiling in order to farm in wet areas resulted in degraded conditions in streams like Trout Creek. You will hear about the rationale and the steps taken on this large restoration project where 56 acres of buffers were created, 8.7 acres of associated wetlands were restored, approximately 3700 feet of stream was re-meandered, and 23,930 trees and 6,035 shrubs were planted.

**Location: Trout Creek**

