ONEIDA NATION PUBLIC MEETING NOTICE

LEGISLATIVE OPERATING COMMITTEE WWW.ONEIDA-NSN.GOV/GOVERNMENT

Thursday, August 16, 2018, 12:15pm

Norbert Hill Center-Business Committee Conference Room N7210 Seminary Rd., Oneida, Wisconsin

AMENDMENTS TO MILITARY SERVICE EMPLOYEE PROTECTION LAW



The purpose of this law is to minimize the disruption to the lives of employees of the Nation serving in the military as well as to the Nation by providing for the prompt reemployment of such persons upon completion of such service; and to prohibit discrimination against people because they serve in the military.

Some of the proposed amendments will:

- 1. Permanently adopt the emergency amendments to the Law, adopted through Oneida Business Committee resolution BC-04-25-18-D, which replace any reference to the Oneida Personnel Commission with a reference to the Judiciary's Trial Court.
- 2. Remove unnecessary internal citations throughout the Law.
- 3. Clarify and update language throughout the Law.

PUBLIC COMMENTS PERIOD CLOSES THURSDAY, AUGUST 23, 2018

During the Public Comment Period, all interested persons may submit written comments. Comments may be submitted to the Oneida Nation Secretary's Office or the Legislative Reference Office in person, by U.S. mail, interoffice mail, or e-mail.



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AMENDMENTS TO MILITARY SERVICE EMPLOYEE PROTECTION ACT LEGISLATIVE ANALYSIS

SECTION 1. EXECUTIVE SUMMARY

REQUESTER: OBC	SPONSOR: David P. Jordan	DRAFTER: Clorissa N. Santiago	ANALYST: Brandon Wisneski	
Intent of the Amendments	To permanently transfer the Personnel Commission's responsibilities under this law regarding appeals to the Oneida Judiciary Trial Court.			
Purpose	The purpose of the Military Service Employee Protection Act is to minimize disruption of the lives of Tribal employees serving in the military, to provide for prompt reemployment of these individuals upon completion of their service, and to prevent discrimination against people who serve in the military [see Military Service Employee Protection Act, 2 O.C. 213.1-1].			
Affected Entities	Oneida Judiciary, Oneida Human Resources Department, Oneida Personnel Commission, all Oneida Nation employees and job applicants who serve in the military.			
Affected Legislation	Military Service Employee Protection Act.			
Enforcement/Due Process	Individuals denied employment or reemployment under this law may file a complaint with their area manager and appeal the area manager's decision to the Trial Court [see Military Service Employee Protection Act, 2 O.C. 213.11]			
Public Meeting	A public meeting has not yet been held.			

SECTION 2. LEGISLATIVE DEVELOPMENT

- A. On April 11, 2018, the Oneida Business Committee (OBC) dissolved the Oneida Personnel Commission and directed that the Commission's hearing authority be transferred to the Oneida Judiciary [see BC Resolution 04-11-18-A].
- **B.** The Oneida Personnel Commission is included in the appeals process of this law. Now that the 7 Personnel Commission is dissolved, amendments are needed to transfer the Personnel Commission's 8 responsibilities under this law to the Oneida Judiciary.
 - C. On April 25, 2018, the Oneida Business Committee adopted emergency amendments to transfer the Personnel Commission's hearing authority under this law to the Oneida Judiciary Trial Court. The emergency amendments expire on October, 25, 2018 and may be renewed for one additional sixmonth period [see BC Resolution 04-25-18-D].
- **D.** Permanent adoption of these amendments will ensure that the Nation's employees and job applicants 13 14 who serve in the military will continue to have a venue to appeal denial of employment, 15 reemployment or benefits under this law.

SECTION 3. CONSULTATION AND OUTREACH

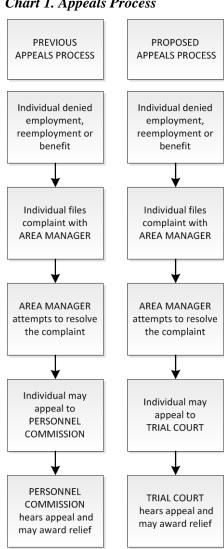
- A. The Judiciary Law, Personnel Policies and Procedures, Employee Protection Policy, and Military 18 19 Service Employee Protection Act were reviewed in drafting this analysis.
 - **B.** Personnel Commission staff were consulted regarding the number of pending cases and filing fees.

SECTION 4. PROCESS

- A. Thus far, this law has followed the process set forth in the Legislative Procedures Act (LPA).
- B. This law was originally added to the Active Files List as emergency amendments on 4/18/2018.
 Emergency amendments were adopted by the BC on 4/25/2018. The emergency amendments expire on 10/25/18 and may be renewed for one additional six-month period.
 - **C.** A public meeting and fiscal impact statement was not required for the adoption of emergency legislation. However, a public a meeting and fiscal impact statement is now required to consider this law for permanent adoption.

SECTION 5. CONTENTS OF THE LEGISLATION

- **A.** Replace Personnel Commission with Trial Court in Appeals Process. If a member of the military feels they have been wrongly denied employment, reemployment, or benefit under this law, they can file a complaint with the Area Manager who oversees that department. If they are unsatisfied with the Area Manager's decision, they can file an appeal. Originally, Chart 1. Appeals Process
 - these appeals were filed with the Personnel Commission. Instead, appeals will now be filed with the Judiciary Trial Court. The appeals process in this law has been revised to remove references to the Oneida Personnel Commission and replace them with the Trial Court:
 - i. *Definitions*. A definition for "Trial Court" has been added [see Military Service Employee Protection Act, 2 O.C. 213.3(l)].
 - ii. If the area manager does not resolve a complaint within ten (10) business days, an individual may now take their complaint to the Trial Court, rather than the Personnel Commission [see Military Service Employee Protection Act, 2 O.C. 213.11-4(B)].
 - iii. If an employee appeals the area manager's decision under this law, the appeal must now be filed with the Trial Court instead of the Personnel Commission [see Military Service Employee Protection Act, 2 O.C. 213.11-5].
 - iv. The Trial Court, rather than the Personnel Commission, must notify the Human Resources Department within one (1) business day when an employee files an appeal [see Military Service Employee Protection Act, 2 O.C. 213.11-5].
 - v. The Trial Court, rather than the Personnel Commission, may award relief by requiring the Nation to comply with the provisions of this law or by requiring the Nation to compensate for any back pay or loss of benefits [see Military Service Employee]



Protection Act, 2 O.C. 213.11-6].

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B. Replacement of Citations to Improve Readability. This law originally included over twenty-five (25) citations referencing other sections of the same law. For example: "Except as provided under 213.6-6, an employee referred to in 213.6-1 shall notify..." [see Military Service Employee Protection Act, 2 O.C. 213.6-5]. The extensive use of citations made this law difficult to read. Since this law was originally adopted in 2007, the Nation's drafting style has evolved to avoid extensive use of citations. Therefore, many of the citations throughout the law have been replaced with plain language or removed where unnecessarily repetitive. These revisions do not change the meaning of the law. See example below:

Chart 2. Example of Revision to Improve Readability:			
Current Law (With Citations)	Proposed Law (Citations Removed)		
213.6-8. A person who has notified the Tribe	213.6-4(b) Required Documentation of Intent to		
of the person-s intent to return to a position of	Return. A person who has notified the Nation		
employment in accordance with section 213.6-5	of the person's intent to return to a position of		
shall, upon the request of the Tribe, provide	employment shall, upon the request of the		
documentation to establish that:	Nation, provide documentation to establish that:		
(a) the notification is timely;	(1) the notification is timely;		
(b) the time limits in section 213.6-1(b)	(2) the time limits for notification have		
have not been exceeded, except as	not been exceeded, except as		
permitted under section 213.6-3; and	permitted for cases involving		
(c) the person-s entitlement to benefits	injury and/or illness; and		
has not been terminated pursuant to	(3) the person's entitlement to benefits		
section 213.4.	has not been terminated due to		
	character of service.		

C. Minor Formatting Revisions. Minor revisions were made to reflect current drafting and formatting standards. For example, "Tribe" has been replaced with "Nation."

SECTION 6. EFFECT ON EXISTING LEGISLATION

- A. As a result of the dissolution of the Personnel Commission and creation of the Personnel Selection Committee, the following laws were also amended on an emergency basis to replace references to the Personnel Commission:
 - i. Oneida Personnel Policies and Procedures [see BC Resolution 04-25-18-E].
 - ii. Oneida Judiciary Rules of Civil Procedure [see BC Resolution 04-15-18-F].
 - iii. Oneida Employee Protection Policy [see BC Resolution 04-15-18-G].

SECTION 7. EFFECTS ON EXISTING RIGHTS, PRIVILEGES, OR OBLIGATIONS

A. Trial Court Filing Fees. The Personnel Commission did not charge a fee to file appeals relating to this law. The Trial Court, however, charges a \$50 filing fee for general civil cases. Therefore, individuals may now be required to pay filing fees in order to have their cases heard under this law.

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- 91 i. *Fee Waiver*. If individuals are unable to pay the filing fee, they may request a fee waiver from the court for the following reasons: Unemployed, Health/Medical, Indigent (below poverty level), or other reasons.
 - **B.** *Pending Cases.* At the time the emergency amendments were adopted on 4/25/18, five cases were pending before the Personnel Commission. These cases, and any associated timelines, were placed on hold until emergency amendments to this and related laws were adopted. At the time this analysis was drafted, it is not known if any of the five pending cases involved the Military Service Employee Protection Act.

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SECTION 8. ENFORCEMENT AND ACCOUNTABILITY

A. If an individual is denied employment, reemployment or benefits under this law, they may appeal to the Area Manager and Trial Court. The Area Manager or Trial Court may award relief, including: compensating the individual for lost wages or benefits and requiring compliance with this law [see Military Service Employee Protection Act, 2 O.C. 213.11-5].

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SECTION 9. OTHER CONSIDERATIONS

107 A. Please refer to the fiscal impact statement for any fiscal impacts.

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Title 2. Employment – Chapter 213 MILITARY SERVICE EMPLOYEE PROTECTION ACT

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213-1. Purpose and Policy	213-6. I	Reemployment Rights of Persons who Serve in the Military
213-2. Adoption, Amendment, Repeal	213-7.	Reemployment Positions
213-3. Definitions	213-8.	Benefits of Persons Absent from Employment for Military
213-4. Character of Service		Service
213-5. Prohibition of Discrimination Against Persons Who Serve	213-9.	Health Plans
in the Military	213-10.	Retirement Plans
- Prohibited	213-11.	Enforcement of Employment or Reemployment Rights

213.1. Purpose and Policy

- 213.1-1. *Purpose.* The purposes of this law are: *Purpose.* The purpose of this law is to minimize the disruption to the lives of employees of the Nation serving in the military as well as to the Nation by providing for the prompt reemployment of such persons upon completion of such service; and to prohibit discrimination against people because they serve in the military.
 - (a) to minimize the disruption to the lives of Tribal employees serving in the military as well as to the Tribe by providing for the prompt reemployment of such persons upon completion of such service; and
 - (b) to prohibit discrimination against people because they serve in the military.
- 213.1-2. —*Policy*. It is the policy of the Oneida TribeNation to reemploy persons who return from military service in the same position, or a substantially similar position, of employment the person held prior to leaving for military service.

213.2. Adoption, Amendment, Repeal

- 213.2-1. —This law was adopted by the Oneida Business Committee by resolution BC-10-24-07-18 E₋ and amended by BC- - .
 - 213.2-2. —This law may be amended pursuant to the procedures set out in the Oneida Administrative Procedures Actor repealed by the Oneida Business Committee or the Oneida General Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.
 - 213.2-3. —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.
 - 213.2-4. Any law, policy, regulation, rule, resolution, or motion, or portion thereof, which directly conflicts with the provisions of this law is hereby repealed to the extent that it is inconsistent with or is contrary to this law. In the event of a conflict between a provision of this law and a provision of another law, the provisions of this law shall control.
 - 213.2-5. —This law is adopted under authority of the Constitution of the Oneida Tribe of Indians of WisconsinNation.

213.3. Definitions

- 213.3-1. 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) "Area Manager" means the supervisor of the supervisor of an employee who is protected under this law, or, in other words, two levels of supervision in the chain of command above the protected employee, or an individual designated to be the Area

- Manager by the Division Director (or, in divisions where there is no director, the General Manager) and approved by the Human Resources Department Manager—(, or designee)...
- (b) "Benefit" means any advantage, profit, privilege, gain, or interest (other than wages or salary) that accrues by reason of an employment agreement or an employer policy, plan, or practice and includes rights and benefits under a retirement plan, a health plan, insurance coverage, incentives, unemployment benefits, vacations, and the opportunity to select work hours or location of employment.
- (e(c) "Business day" means Monday through Friday from 8:00 a.m. to 4:30 p.m., excluding

holidays recognized by the Nation.

- (d) "Employee" means any person employed by the Oneida TribeNation.
- (de) "Health plan" means an insurance policy or contract or other arrangement under which health services for individuals are provided or the expenses of such services are paid.
- (ef) "Military" means the Armed Forces, the Army National Guard and the Air National Guard when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the commissioned corps of the Public Health Service, and any other category of persons designated by the President in time of war or national emergency.
- (f(g) "Nation" means the Oneida Nation.
- (h) "Qualified," with respect to an employment position, means having the ability to perform the essential tasks of the position.
- (gi) "Reasonable efforts", in the case of actions required of the <u>TribeNation</u> under this law, means actions, including providing training, that do not place an undue hardship on the <u>TribeNation</u>.
- (hj) "Seniority" means longevity in employment together with any benefits of employment which accrue with, or are determined by, longevity in employment.
- (ik) "Service" or "service in the military" means the performance of duty on a voluntary or involuntary basis in a branch of the military and includes active duty, active duty for training, initial active duty for training, inactive duty training, full-time National Guard duty, the time a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any such duty, and the period for which a person is absent from employment for the purpose of performing funeral honors duty.
- (j) "Tribe" means the Oneida Tribe of Indians of Wisconsin as employer through its divisions, departments, programs, enterprises or other subdivisions of the Tribe.
 - (k(l) "Trial Court" means the Court of the Oneida Judiciary where evidence and testimony are first introduced, received, and considered. The Oneida Judiciary was established by Oneida General Tribal Council resolution GTC-01-07-13-B to administer the judicial authorities and responsibilities of the Nation.
 - (m) "Undue hardship", in the case of actions taken by the <u>TribeNation</u>, means actions requiring significant difficulty or expense, when considered in light of:
 - (1) the nature and cost of the action needed under this Lawlaw;
 - (2) the overall financial resources of the department involved in the provision of the action; the number of persons employed within the department; the effect on

213.6. Reemployment Rights of Persons Who Serve in the Military

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213.6-1.— Reemployment Rights. Any person who takes a leave of absence from an employment position to serve in the military shall be entitled to the reemployment benefits and other employment benefits of this law if the following conditions are met: 125

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126	(a) the Tribe Nation receives advance written notice of such service as soon as practicable
127	after the employee receives notice;
128	(b) the cumulative length of the absence and of all previous absences with the Tribe by
129	reason of service in the military does not exceed five (5) years; and
130	(c) except as provided in 213.6-6, the person reports to the Tribe in accordance with 213.6-
131	5.
132	213.6-2. No notice is required under 213.6-1(a)(1) Advance written notice
133	shall not be required if it is precluded by military necessity or, under all of the
134	relevant circumstances, the giving of —notice is otherwise impossible or
135	unreasonable.
136	(b) the cumulative length of the absence and of all previous absences with the Nation by
137	reason of service in the military does not exceed five (5) years; and
138	(c) the person reports to the Nation in accordance with this law.
139	213.6-3. 2. Calculating the Cumulative Length of Absence. When calculating the length of
140	absence under 213.6-1(b) the Tribe Nation shall not include any service:
141	(a) that is required, beyond five (5) years, to complete an initial period of obligated
142	service;
143	(b) during which such person was unable to obtain orders releasing such person from a
144	period of service in the military before the expiration of such five (5) year period and
145	such inability was through no fault of such person;
146	(c) performed as required pursuant to training requirements for reservists and National
147	Guard members;
148	(d) performed by a member of the military service who is:
149	(1) ordered to or retained on active duty involuntarily during domestic emergency
150	or national security related situations;
151	(2) ordered to or retained on active duty under any provision of law because of a
152	war or national emergency declared by the President of the United States or the
153	Congress;
154	(3) ordered to active duty in support of an "operational mission", without his or
155	her consent;
156	(4) ordered to active duty in support of a "critical mission or requirement" in
157	times other than war or national emergency and when no involuntary call up is in
158	effect; or
159	(5) called into Federal service by the President as a member of the National
160	Guard to suppress an insurrection, repel an invasion, or execute the laws of the
161	United States.
162	213.6-4. Tribe's 3. Nation's Right to Not Reemploy. The Tribe is Certain circumstances exist in
163	which the Nation shall not be required to reemploy a person under this law-if:
164	(a(a) The Nation is not required to reemploy a person under this law if one of the
165	following circumstances are met:
166	(1) circumstances have so changed as to make such reemployment impossible or
167	unreasonable;
168	(b) in the case of a person entitled to reemployment under 213.7-1(c), (d), or
169	213.7-(2,) such employment would impose an undue hardship on the

2018 08 16 170 TribeNation; or 171 the employment from which the person leaves is for a brief, nonrecurrent period (i.e. seasonal, temporary, limited term) and 172 173 there is no reasonable expectation that such employment will continue indefinitely 174 or for a significant period. 175 (d) the Tribe(b) The Nation shall have the burden of proving the impossibility or 176 unreasonableness, undue hardship, or the brief or nonrecurrent nature of the 177 employment. 178 213.6-5. Except as provided under 213.6-6, an4. Notification of Intent to Return. An employee 179 referred to in 213.6-1 who has taken a leave of absence from their position of employment shall 180 notify the TribeNation of the person's intent to return to a position of employment within-ninety (90) days of separation of active duty service and within thirty-one (31) days from completion of 181 182 training for reservists. The TribeNation shall, as soon as practicable after receiving notice, make 183 arrangements with the employee for an employment return date. 184 213.6-6. (a) Exception for Injury and/or Illness. A person who is hospitalized for, or recovering from, an illness or injury incurred in, or aggravated during, the performance 185 186 of service in the military shall, at the end of the period that is necessary for the person to recover from such illness or injury notify the TribeNation of the person's intent to return 187 to a position of employment. Such period of recovery may not exceed two (2) years, 188 189 unless the minimum time required to accommodate the circumstances beyond such 190 person's control is longer than two (2) years, making reporting within the period specified 191 impossible or unreasonable. 192 (b) Required Documentation of Intent to Return. A person who has 213.6-7. 193 notified the Nation of the person's intent to return to a position of employment shall, upon the request of the Nation, provide documentation to establish that: 194 (1) the notification is timely; 195 196 (2) the cumulative length of absence requirements have not been exceeded, except as permitted under this law; and 197 (3) the person's entitlement to benefits has not been terminated due to character 198 199 of service. 200 213.6-5. Failure to Report for Reemployment. A person who fails to report for reemployment within the appropriate period shall not automatically forfeit such person's entitlement to theany 201 202 employment benefits referred to in section 213.6-1, but shall be subject to the Tribe's Nation's 203 policies and procedures pertaining to discipline with respect to absence from scheduled work. 204 213.6-8. A person who has notified the Tribe of the person's intent to return to a position of 205 employment in accordance with section 213.6-5 shall, upon the request of the Tribe, provide 206 documentation to establish that: 207 (a) the notification is timely: 208 (b) the time limits in section 213.6-1(b) have not been exceeded, except as permitted under 209 section 213.6-3; and (c) the person's entitlement to benefits has not been terminated pursuant to section 213.4. 210 211 213.6-9.213.6-6. The timing, frequency, and duration of a person's training or service, or the 212 nature of such training or service (including voluntary service) in the military, shall not be a basis for denying protection of this law if the service does not exceed the limitations set forth 213

under section 213.6 3 for calculating a leave of absence, and the notice and notification requirements established in this section are met.

213.6-107. The <u>Nation's</u> Human Resources Department shall inform employees of their rights, benefits, and obligations under this law and shall provide assistance to employees with respect to the employment and reemployment benefits to which they are entitled under this law.

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213.7. Reemployment Positions

- 213.7-1. A person entitled to reemployment under section 213.6 shall be promptly reemployed in a position of employment in accordance with the following order of priority:
 - (a) In the case of a person whose period of service in the military was for less than ninety-one (91) days, the person is entitled to reemployment:
 - (1) in the position which the person would have been employed if the continuous employment of such person had not been interrupted by such service, the duties of whichas long as the person is qualified to perform the duties of that position; or
 - (2) in the position which the person was employed on the date of the commencement of the service in the military, only if the person is not qualified to perform the duties of the position referred to under section 213.7 1(a)(1) which the person would have been employed if the continuous employment of such person had not been interrupted by such service after reasonable efforts by the TribeNation are made to qualify the person for that position.
 - (b) In the case of a person whose period of service in the military was for more than ninety (90) days, the person is entitled to reemployment:
 - (1) in the position which the person would have been employed if the continuous employment of such person had not been interrupted by such service, or a position of like seniority, status and pay, the duties of whichas long as the person is qualified to perform the duties of that position; or
 - (2) in the position which the person was employed on the date of the commencement of the service, or a position of like seniority, status and pay, the duties of which the person is qualified to perform, only if the person is not qualified to perform the duties of the position referred to under section 213.7-1(b)(1)the person would have been employed if the continuous employment of such person had not been interrupted by such service, after reasonable efforts by the TribeNation are made to qualify the person for that position.
 - (c) In the case of a person who has a disability incurred in, or aggravated during, service, and after reasonable efforts by the TribeNation to accommodate the disability, is not qualified due to such disability to be employed in the position of employment in which the person would have been employed if the continuous employment of such person with the TribeNation had not been interrupted by such service, the person is entitled to reemployment:
 - (1) in any other position which is equivalent in seniority, status, and pay, the duties of whichas long as the person is qualified to perform the duties of that position or can become qualified to perform with reasonable efforts by the TribeNation; or
 - (2) in a position which is the nearest approximation to any other position

258 referred towhich is equivalent in (1) in terms of seniority, status, and pay consistent with such person's case.

260 In the case of a person who is not qualified to become reemployed under 213.7-1(a)

(d) In the case of a person who is not qualified to become reemployed under 213.7-1(a)—(c)—and cannot become qualified, even with reasonable efforts by the Tribe, Nation, the person is entitled to reemployment in any other position which is the nearest approximation to a position which such person is qualified to perform, with full seniority.

213.7-2. If two or more persons are entitled to reemployment in the same position and more than one of them has reported for reemployment, the person who left the position first shall have the prior right to reemployment in that position.

213.7-3. A(a) The person entitled to reemployment who is not reemployed, because of section 213.7-2the other person entitled to reemployment left the position first, shall be entitled to reemployment in any other position referred to in accordance with section 213.7-1, remaining consistent with the circumstances of such person's case, in the order of priority set out in the appropriate section, with full seniority.

213.8. Benefits of Persons Absent from Employment for Military Service

213.8-1. <u>Benefits and Seniority</u>. A person who is reemployed under this law is entitled to the seniority and other benefits determined by seniority that the person had on the date of the commencement of service in the military, plus the additional seniority and benefits that such person would have attained if the person had remained continuously employed.

- (a) A person on leave of absence for military service shall not be entitled to any benefits to which the person would not otherwise be entitled if the person had remained continuously employed.
- 213.8-2. <u>Leave of Absence</u>. A person who is absent from a position of employment by reason of service in the military shall be:
 - (a) deemed to be on a leave of absence while performing such service; and
 - (b) entitled to other benefits not determined by seniority as are generally provided by the <u>TribeNation</u> to employees having similar seniority, status, and pay who are on leave of absence under a contract, agreement, policy, practice, or plan in effect at the commencement of such service or established while such person performs such service.
- 213.8-3. *Intent Not to Return to Employment*. A person who
 - (a) is absent from an employment position because of service in the military, and
 - (b) knowingly provides written notice of intent not to return to a position of employment after service in the military, is not entitled to benefits under this section.

The <u>TribeNation</u> has the burden of proving that a person knowingly provided written notice of intent not to return to a position after service in the military and was aware of the specific benefits to be lost.

- 213.8-4. A person on leave of absence for military service shall not be entitled to any benefits to which the person would not otherwise be entitled if the person had remained continuously employed.
- 298 | <u>Funded Benefits.213.8-5.</u> A person may be required to pay the <u>TribeNation</u>'s cost, if any, of any funded benefit continued to the extent other employees on leave of absence are so required.
- 300 <u>213.8-5. *Termination of Employment*.</u> <u>213.8-6.</u> A person who is reemployed under this law shall only be terminated in accordance with the <u>Oneida Personnel PoliciesNation's laws</u> and

213.8-7213.8-6. - Use of Vacation and Personal Accruals. Any person whose employment is interrupted by military service shall be permitted to use, during such period of service, any vacation or personal time accrued by the person before the commencement of such service. The Tribe may Nation shall not require any person to use vacation or personal time during such period of service.

213.8-8.7. *Funeral Honors Duty*. The <u>TribeNation</u> shall grant an employee who is a reserve member an unpaid temporary leave of absence in order to perform funeral honors duty. Employees may use vacation or personal time to perform funeral honors duty if eligible.

213.9. Health Plans

- 213.9-1. <u>Continuation of Health Plan Coverage</u>. If a person, or a person's dependents, has coverage under a health plan through the <u>TribeNation</u> and such person is on a leave of absence for military service, the plan shall provide that the coverage may be continued. The maximum period of coverage of a person and the person's dependents shall be the lesser of:
 - (a) The maximum period of coverage of a person and the person's dependents shall be the lesser of:
 - (1) the eighteen (18) month period beginning on the date on which the person's absence begins; or
 - (b2) the day after the date on which the person fails to return to a position of employment, as determined under section 213.6-5in accordance with the notification requirements for the person's intent to return to a position of employment with the Nation.
 - 213.9-2.(b) A person who elects to continue health-plan coverage may be required to pay not more than the amount paid by other employees who take a leave of absence, except that in the case of a person who serves in the military for less than thirty-one (31) days, such person may not be required to pay more than the employee share, if any, for such coverage.
- 213.9-32. If a person's health plan is terminated by reason of military service, an exclusion or waiting period may not be imposed in connection with the reinstatement of such coverage upon reemployment if an exclusion or waiting period would not have been imposed had coverage of such person not been terminated as a result of such service.
 - (a) This shall apply to the person who is reemployed and to his or her dependents who are covered under the plan with the reinstatement of coverage of such person.
 - (b) This shall not apply to the coverage of any illness or injury incurred in, or aggravated during, performance of service in the military.

213.10. Retirement and Pension Plans

- 213.10-1. <u>Accrual Benefits under a Retirement or Pension Plan.</u> Each period served by a person in the military shall, upon reemployment, be deemed to constitute service for the purpose of determining the <u>nonforfeitabilitynon-forfeitability</u> of the person's accrued benefits and for the purpose of determining the accrual of benefits under a retirement or pension plan.
 - (a) When a person is absent from a position of employment for more than ninety (90) days and is reemployed, the <u>TribeNation</u> may require documentation before treating the

- person as not having incurred a break in service for retirement or pension plan purposes under this section.
 - 213.10-2. <u>Employee Contributions to a Retirement or Pension Plan.</u> A person reemployed under this law shall be entitled to accrued benefits that are contingent on the making of, or derived from, employee contributions or elective deferrals if the person makes payment to a retirement or pension plan with respect to such contributions or deferrals.
 - (a) If the employee makes up the contributions, the <u>TribeNation</u> shall make up any required matching contributions.
 - (b) No such payment may exceed the amount the person would have been permitted or required to contribute had the person remained continuously employed by the TribeNation throughout the period of service.
 - (c) Any payment to a retirement or pension plan shall be made during the period beginning with the date of reemployment and whose duration is three (3) times the period of the person's service in the military, such payment period not to exceed five (5) years.
 - 213.10-3. <u>Calculation of Employee's Compensation During Period of Service</u>. For purposes of computing the <u>TribeNation</u>'s liability or the employee's contributions, the employee's compensation during the period of service shall be computed:
 - (a) at the rate the employee would have received <u>compensation</u> but for the period of service; <u>or</u>
 - (b) in the case that the determination of such rate is not reasonably certain, on the basis of the employee's average rate of compensation during the twelve (12) month period immediately preceding such period—(,_or, if shorter, the period of employment immediately preceding such period).
 - 213.10-4. *Pension Plan*. When a person who participates in a pension plan is reemployed after a period of military service, the <u>TribeNation</u> shall be liable to the pension plan for funding any obligation to provide the benefits the employee would have received had they not taken a leave of absence.
 - (a) The <u>TribeNation</u> shall allocate the amount of the <u>TribalNation's</u> contribution for the person in the same manner and to the same extent the allocation occurred for other employees eligible for the pension plan during the period of service.
 - (b) For purposes of determining the amount of such liability and any obligation of the pension plan, earnings and forfeitures shall not be included.

213.11. Enforcement of Employment or Reemployment Rights

- 213.11.1. The Tribe Notification of Denial. The Nation shall notify, in writing, any person who has been denied employment, reemployment, or benefits under this law.
- 213.11-2. <u>Basis for a Complaint</u>. A person may file a complaint whenever such person claims that:
 - (a) he or she is entitled to employment or reemployment rights or benefits with respect to employment by the <u>TribeNation</u>; or
 - (b) the TribeNation has failed or refused to comply with the provisions of this law.
- 213.11-3. SuchRequirements for Filing a Complaint. A complaint shall:
 - (a) be in writing;

(b) contain a summary of the allegations that form the basis for the complaint; and

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Amended – BC- - - -

(c) be filed with the person's area manager and the Oneida Nation's Human Resources Manager—(, or designee), within ten (10) workingbusiness days from the day the person received a denial of employment and/or benefits by the Tribe Nation.

213.11-4.213.11-4. Investigation by the Area Manager. The area manager shall conduct an investigation of the basis of the complaint.

- (a) If the area manager determines that the action alleged in such complaint occurred, the area manager shall attempt to resolve the complaint by making reasonable efforts to ensure that the person or entity named in the complaint complies with the provisions of this law.
- (b)213.11-5. If the efforts of the area manager do not resolve the complaint within ten (10) working business days from the receipt of the employee's complaint, the complainant shall be notified of the results of the area manager's investigation and -the complainant's entitlement to refer the complaint to the Oneida Personnel Commission. One extension of no more than five (5) working days may be requested of and granted by the Oneida Human Resources Manager (or designee) at his or her discretion. Trial Court.
- (c) One extension of no more than five (5) business days may be requested of and granted by the Human Resources Manager, or designee, at his or her discretion, to the area manager for time to resolve the complaint.
- 213.11-5. Appeal of the Area Manager's Decision. 213.11-6. If an employee appeals the area manager's decision, the appeal must be filed with the Oneida Personnel Commission Trial Court within ten (10) working business days of the employee's receipt of the Area Manager's decision. The CommissionTrial Court shall notify the Human Resources Manager—, or designee), within one (1) business day when an employee files an appeal.
- 213.11-7.213.11-6. Remedies. In any action relating to this law, relief may be awarded as follows:
 - (a) Require the TribeNation to comply with the provisions of this law; and/or
 - (b) -Require the TribeNation to compensate the person for any loss of wages or benefits suffered by reason of the Tribe's Nation's failure to comply with the provisions of this
- 213.11-87. Any compensation awarded shall be in addition to, and shall not diminish, any of the other benefits provided for under this law.

Title 2. Employment – Chapter 213 MILITARY SERVICE EMPLOYEE PROTECTION Sot@l Laotilihwisa>@dsla>

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213-2. Adoption, Amendment, Repeal	213-8.	Benefits of Persons Absent from Employment for Military
213-3. Definitions		Service
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213-5. Prohibition of Discrimination Against Persons Who Serve	213-10.	Retirement Plans
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213.1. Purpose and Policy

213.1-1. *Purpose*. The purpose of this law is to minimize the disruption to the lives of employees of the Nation serving in the military as well as to the Nation by providing for the prompt reemployment of such persons upon completion of such service; and to prohibit discrimination against people because they serve in the military.

213.1-2. *Policy*. It is the policy of the Nation to reemploy persons who return from military service in the same position, or a substantially similar position, of employment the person held prior to leaving for military service.

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213.2. Adoption, Amendment, Repeal

- 213.2-1. This law was adopted by the Oneida Business Committee by resolution BC-10-24-07-E and amended by BC-__-_-.
- 15 213.2-2. This law may be amended or repealed by the Oneida Business Committee or the General Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.
- 17 213.2-3. 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.
- 20 213.2-4. In the event of a conflict between a provision of this law and a provision of another law, the provisions of this law shall control.
- 22 213.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

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213.3. Definitions

- 213.3-1. 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) "Area Manager" means the supervisor of the supervisor of an employee who is protected under this law, or, in other words, two levels of supervision in the chain of command above the protected employee, or an individual designated to be the Area Manager by the Division Director and approved by the Human Resources Department Manager, or designee.
 - (b) "Benefit" means any advantage, profit, privilege, gain, or interest (other than wages or salary) that accrues by reason of an employment agreement or an employer policy, plan, or practice and includes rights and benefits under a retirement plan, a health plan, insurance coverage, incentives, unemployment benefits, vacations, and the opportunity to select work hours or location of employment.
 - (c) "Business day" means Monday through Friday from 8:00 a.m. to 4:30 p.m.,

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- holidays recognized by the Nation.
 - (d) "Employee" means any person employed by the Oneida Nation.
 - (e) "Health plan" means an insurance policy or contract or other arrangement under which health services for individuals are provided or the expenses of such services are paid.
 - (f) "Military" means the Armed Forces, the Army National Guard and the Air National Guard when engaged in active duty for training, inactive duty training, or full-time National Guard duty, the commissioned corps of the Public Health Service, and any other category of persons designated by the President in time of war or national emergency.
 - (g) "Nation" means the Oneida Nation.
 - (h) "Qualified," with respect to an employment position, means having the ability to perform the essential tasks of the position.
 - (i) "Reasonable efforts", in the case of actions required of the Nation under this law, means actions, including providing training, that do not place an undue hardship on the Nation
 - (j) "Seniority" means longevity in employment together with any benefits of employment which accrue with, or are determined by, longevity in employment.
 - (k) "Service" or "service in the military" means the performance of duty on a voluntary or involuntary basis in a branch of the military and includes active duty, active duty for training, initial active duty for training, inactive duty training, full-time National Guard duty, the time a person is absent from a position of employment for the purpose of an examination to determine the fitness of the person to perform any such duty, and the period for which a person is absent from employment for the purpose of performing funeral honors duty.
 - (l) "Trial Court" means the Court of the Oneida Judiciary where evidence and testimony are first introduced, received, and considered. The Oneida Judiciary was established by Oneida General Tribal Council resolution GTC-01-07-13-B to administer the judicial authorities and responsibilities of the Nation.
 - (m) "Undue hardship", in the case of actions taken by the Nation, means actions requiring significant difficulty or expense, when considered in light of:
 - (1) the nature and cost of the action needed under this law;
 - (2) the overall financial resources of the department involved in the provision of the action; the number of persons employed within the department; the effect on expenses and resources, or the overall impact of such action upon the operation of the department;
 - (3) the financial resources of the Nation; the size of the Nation with respect to how many employees and departments it has; and
 - (4) the type of operation(s) of the Nation, including the composition, structure, and functions of the work force of its departments.

213.4. Character of Service

- 213.4-1. Those who serve in the military are ineligible to receive benefits under this law if they:
 - (a) receive a dishonorable discharge or a bad conduct discharge;

- (b) receive a dismissal from a general court-martial, or by order of the President; or
 - (c) are dropped from the unit rolls because they have been:

- (1) absent without authority for at least three months;
- (2) sentenced by a court-martial to confinement for more than six (6) months and have served at least six (6) months; or
- (3) sentenced to confinement in a penitentiary or correctional institution after having been found guilty of an offense by a court other than a court-martial or other military court, and whose sentence has become final.

213.5. Prohibition of Discrimination Against Persons Who Serve in the Military

- 213.5-1. The Nation shall not deny employment, reemployment, retention in employment, promotion, or any benefit of employment on the basis of a person's membership, application for membership, performance of service, application for service, or obligation to perform service in the military.
- 213.5-2. The Nation may not discriminate in employment against or take any adverse employment action against anyone because such person has:
 - (a) exercised a right or taken an action to enforce a protection afforded under this law;
 - (b) has testified or otherwise made a statement in or in connection with any proceeding under this law; or
 - (c) has participated in an investigation under this law.
- 213.5-3. The Nation shall not be considered to have engaged in a prohibited action if the same action would have been taken regardless of an employee's military status.
- 213.5-4. The prohibition of discrimination against persons who serve in the military or have exercised a right under this law, shall apply to any position of employment, including a seasonal, temporary, or a limited term position.

213.6. Reemployment Rights of Persons Who Serve in the Military

- 213.6-1. *Reemployment Rights*. Any person who takes a leave of absence from an employment position to serve in the military shall be entitled to the reemployment benefits and other employment benefits of this law if the following conditions are met:
 - (a) the Nation receives advance written notice of such service as soon as practicable after the employee receives notice;
 - (1) Advance written notice shall not be required if it is precluded by military necessity or, under all of the relevant circumstances, the giving of notice is otherwise impossible or unreasonable.
 - (b) the cumulative length of the absence and of all previous absences with the Nation by reason of service in the military does not exceed five (5) years; and
 - (c) the person reports to the Nation in accordance with this law.
- 213.6-2. Calculating the Cumulative Length of Absence. When calculating the length of absence the Nation shall not include any service:
 - (a) that is required, beyond five (5) years, to complete an initial period of obligated service;
 - (b) during which such person was unable to obtain orders releasing such person from a period of service in the military before the expiration of such five (5) year period and

- 126 such inability was through no fault of such person; 127 (c) performed as required pursuant to training requirements for reservists and National Guard members: 128 (d) performed by a member of the military service who is: 129 130 (1) ordered to or retained on active duty involuntarily during domestic emergency 131 or national security related situations; 132 (2) ordered to or retained on active duty under any provision of law because of a 133 war or national emergency declared by the President of the United States or the 134 Congress: 135 (3) ordered to active duty in support of an operational mission, without his or her 136 137 (4) ordered to active duty in support of a critical mission or requirement in times 138 other than war or national emergency and when no involuntary call up is in effect; 139 140 (5) called into Federal service by the President as a member of the National 141 Guard to suppress an insurrection, repel an invasion, or execute the laws of the 142 United States. 143 213.6-3. Nation's Right to Not Reemploy. Certain circumstances exist in which the Nation shall 144 not be required to reemploy a person under this law. 145 (a) The Nation is not required to reemploy a person under this law if one of the following 146 circumstances are met: 147 (1) circumstances have so changed as to make such reemployment impossible or 148 unreasonable: 149 (2) such employment would impose an undue hardship on the Nation; or (3) the employment from which the person leaves is for a brief, non-recurrent 150 period (i.e. seasonal, temporary, limited term) and there is no reasonable 151 152 expectation that such employment will continue indefinitely or for a significant 153 period. 154 (b) The Nation shall have the burden of proving the impossibility or unreasonableness, 155 undue hardship, or the brief or non-recurrent nature of the employment. 213.6-4. Notification of Intent to Return. An employee who has taken a leave of absence from 156 their position of employment shall notify the Nation of the person's intent to return to a position 157 158 of employment within ninety (90) days of separation of active duty service and within thirty-one (31) days from completion of training for reservists. The Nation shall, as soon as practicable 159 160 after receiving notice, make arrangements with the employee for an employment return date. 161 (a) Exception for Injury and/or Illness. A person who is hospitalized for, or recovering from, an illness or injury incurred in, or aggravated during, the performance of service in 162 the military shall, at the end of the period that is necessary for the person to recover from 163 such illness or injury notify the Nation of the person's intent to return to a position of 164 Such period of recovery may not exceed two (2) years, unless the 165
 - (b) Required Documentation of Intent to Return. A person who has notified the Nation of

minimum time required to accommodate the circumstances beyond such person's control

is longer than two (2) years, making reporting within the period specified impossible or

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unreasonable.

the person's intent to return to a position of employment shall, upon the request of the Nation, provide documentation to establish that:

- (1) the notification is timely;
- (2) the cumulative length of absence requirements have not been exceeded, except as permitted under this law; and
- (3) the person's entitlement to benefits has not been terminated due to character of service.
- 213.6-5. Failure to Report for Reemployment. A person who fails to report for reemployment within the appropriate period shall not automatically forfeit such person's entitlement to any employment benefits, but shall be subject to the Nation's policies and procedures pertaining to discipline with respect to absence from scheduled work.
- 213.6-6. The timing, frequency, and duration of a person's training or service, or the nature of such training or service (including voluntary service) in the military, shall not be a basis for denying protection of this law if the service does not exceed the limitations for calculating a leave of absence, and the notice and notification requirements are met.
- 213.6-7. The Nation's Human Resources Department shall inform employees of their rights, benefits, and obligations under this law and shall provide assistance to employees with respect to the employment and reemployment benefits to which they are entitled under this law.

213.7. Reemployment Positions

- 213.7-1. A person entitled to reemployment shall be promptly reemployed in a position of employment in accordance with the following order of priority:
 - (a) In the case of a person whose period of service in the military was for less than ninety-one (91) days, the person is entitled to reemployment:
 - (1) in the position which the person would have been employed if the continuous employment of such person had not been interrupted by such service, as long as the person is qualified to perform the duties of that position; or
 - (2) in the position which the person was employed on the date of the commencement of the service in the military, only if the person is not qualified to perform the duties of the position which the person would have been employed if the continuous employment of such person had not been interrupted by such service after reasonable efforts by the Nation are made to qualify the person for that position.
 - (b) In the case of a person whose period of service in the military was for more than ninety (90) days, the person is entitled to reemployment:
 - (1) in the position which the person would have been employed if the continuous employment of such person had not been interrupted by such service, or a position of like seniority, status and pay, as long as the person is qualified to perform the duties of that position; or
 - (2) in the position which the person was employed on the date of the commencement of the service, or a position of like seniority, status and pay, the duties of which the person is qualified to perform, only if the person is not qualified to perform the duties of the position the person would have been employed if the continuous employment of such person had not been interrupted

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by such service, after reasonable efforts by the Nation are made to qualify the person for that position.

- (c) In the case of a person who has a disability incurred in, or aggravated during, service, and after reasonable efforts by the Nation to accommodate the disability, is not qualified due to such disability to be employed in the position of employment in which the person would have been employed if the continuous employment of such person with the Nation had not been interrupted by such service, the person is entitled to reemployment:
 - (1) in any other position which is equivalent in seniority, status, and pay, as long as the person is qualified to perform the duties of that position or can become qualified to perform with reasonable efforts by the Nation; or
 - (2) in a position which is the nearest approximation to any other position which is equivalent in seniority, status, and pay consistent with such person's case.
- (d) In the case of a person who is not qualified to become reemployed and cannot become qualified, even with reasonable efforts by the Nation, the person is entitled to reemployment in any other position which is the nearest approximation to a position which such person is qualified to perform, with full seniority.
- 213.7-2. If two or more persons are entitled to reemployment in the same position and more than one of them has reported for reemployment, the person who left the position first shall have the prior right to reemployment in that position.
 - The person who is not reemployed, because the other person entitled to reemployment left the position first, shall be entitled to reemployment in any other position in accordance with section 213.7-1, remaining consistent with the circumstances of such person's case, in the order of priority set out in the appropriate section, with full seniority.

213.8. Benefits of Persons Absent from Employment for Military Service

- 213.8-1. Benefits and Seniority. A person who is reemployed under this law is entitled to the seniority and other benefits determined by seniority that the person had on the date of the commencement of service in the military, plus the additional seniority and benefits that such person would have attained if the person had remained continuously employed.
 - (a) A person on leave of absence for military service shall not be entitled to any benefits to which the person would not otherwise be entitled if the person had remained continuously employed.
- 213.8-2. Leave of Absence. A person who is absent from a position of employment by reason of service in the military shall be:
 - (a) deemed to be on a leave of absence while performing such service; and
 - (b) entitled to other benefits not determined by seniority as are generally provided by the Nation to employees having similar seniority, status, and pay who are on leave of absence under a contract, agreement, policy, practice, or plan in effect at the commencement of such service or established while such person performs such service.
- 213.8-3. Intent Not to Return to Employment. A person who is absent from an employment position because of service in the military and knowingly provides written notice of intent not to return to a position of employment after service in the military, is not entitled to benefits under this section. The Nation has the burden of proving that a person knowingly provided written

- notice of intent not to return to a position after service in the military and was aware of the specific benefits to be lost.
- 260 213.8-4. *Funded Benefits*. A person may be required to pay the Nation's cost, if any, of any funded benefit continued to the extent other employees on leave of absence are so required.
- 262 213.8-5. *Termination of Employment*. A person who is reemployed under this law shall only be terminated in accordance with the Nation's laws and policies governing employment.
- 264 213.8-6. *Use of Vacation and Personal Accruals*. Any person whose employment is interrupted by military service shall be permitted to use, during such period of service, any vacation or personal time accrued by the person before the commencement of such service. The Nation shall not require any person to use vacation or personal time during such period of service.
- 268 213.8-7. *Funeral Honors Duty*. The Nation shall grant an employee who is a reserve member an unpaid temporary leave of absence in order to perform funeral honors duty. Employees may use vacation or personal time to perform funeral honors duty if eligible.

213.9. Health Plans

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- 213.9-1. *Continuation of Health Plan Coverage*. If a person, or a person's dependents, has coverage under a health plan through the Nation and such person is on a leave of absence for military service, the plan shall provide that the coverage may be continued.
 - (a) The maximum period of coverage of a person and the person's dependents shall be the lesser of:
 - (1) the eighteen (18) month period beginning on the date on which the person's absence begins; or
 - (2) the day after the date on which the person fails to return to a position of employment, in accordance with the notification requirements for the person's intent to return to a position of employment with the Nation.
 - (b) A person who elects to continue health-plan coverage may be required to pay not more than the amount paid by other employees who take a leave of absence, except that in the case of a person who serves in the military for less than thirty-one (31) days, such person may not be required to pay more than the employee share, if any, for such coverage.
- 213.9-2. If a person's health plan is terminated by reason of military service, an exclusion or waiting period may not be imposed in connection with the reinstatement of such coverage upon reemployment if an exclusion or waiting period would not have been imposed had coverage of such person not been terminated as a result of such service.
 - (a) This shall apply to the person who is reemployed and to his or her dependents who are covered under the plan with the reinstatement of coverage of such person.
 - (b) This shall not apply to the coverage of any illness or injury incurred in, or aggravated during, performance of service in the military.

213.10. Retirement and Pension Plans

213.10-1. Accrual Benefits under a Retirement or Pension Plan. Each period served by a person in the military shall, upon reemployment, be deemed to constitute service for the purpose of determining the non-forfeitability of the person's accrued benefits and for the purpose of determining the accrual of benefits under a retirement or pension plan.

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- (a) When a person is absent from a position of employment for more than ninety (90) days and is reemployed, the Nation may require documentation before treating the person as not having incurred a break in service for retirement or pension plan purposes under this section.
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 - 213.10-2. Employee Contributions to a Retirement or Pension Plan. A person reemployed under this law shall be entitled to accrued benefits that are contingent on the making of, or derived from, employee contributions or elective deferrals if the person makes payment to a retirement or pension plan with respect to such contributions or deferrals.
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- (a) If the employee makes up the contributions, the Nation shall make up any required matching contributions.
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- (b) No such payment may exceed the amount the person would have been permitted or required to contribute had the person remained continuously employed by the Nation throughout the period of service.
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- (c) Any payment to a retirement or pension plan shall be made during the period beginning with the date of reemployment and whose duration is three (3) times the period of the person's service in the military, such payment period not to exceed five (5) years.
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- 213.10-3. Calculation of Employee's Compensation During Period of Service. For purposes of computing the Nation's liability or the employee's contributions, the employee's compensation during the period of service shall be computed:
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- (a) at the rate the employee would have received compensation but for the period of service: or
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- (b) in the case that the determination of such rate is not reasonably certain, on the basis of the employee's average rate of compensation during the twelve (12) month period immediately preceding such period, or, if shorter, the period of employment immediately preceding such period.
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213.10-4. Pension Plan. When a person who participates in a pension plan is reemployed after a period of military service, the Nation shall be liable to the pension plan for funding any obligation to provide the benefits the employee would have received had they not taken a leave of absence.

331 332 (a) The Nation shall allocate the amount of the Nation's contribution for the person in the same manner and to the same extent the allocation occurred for other employees eligible for the pension plan during the period of service.

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(b) For purposes of determining the amount of such liability and any obligation of the pension plan, earnings and forfeitures shall not be included.

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213.11. Enforcement of Employment or Reemployment Rights

- 338 213.11.1. Notification of Denial. The Nation shall notify, in writing, any person who has been denied employment, reemployment, or benefits under this law. 339
- 340 213.11-2. Basis for a Complaint. A person may file a complaint whenever such person claims 341 that:

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- (a) he or she is entitled to employment or reemployment rights or benefits with respect to employment by the Nation; or
- (b) the Nation has failed or refused to comply with the provisions of this law.
- 213.11-3. Requirements for Filing a Complaint. A complaint shall: 345

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- (a) be in writing; 347
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- (b) contain a summary of the allegations that form the basis for the complaint; and (c) be filed with the person's area manager and the Nation's Human Resources Manager, or designee, within ten (10) business days from the day the person received a denial of employment and/or benefits by the Nation.
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213.11-4. *Investigation by the Area Manager*. The area manager shall conduct an investigation of the basis of the complaint.

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(a) If the area manager determines that the action alleged in such complaint occurred, the area manager shall attempt to resolve the complaint by making reasonable efforts to ensure that the person or entity named in the complaint complies with the provisions of this law.

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(b) If the efforts of the area manager do not resolve the complaint within ten (10) business days from the receipt of the employee's complaint, the complainant shall be notified of the results of the area manager's investigation and the complainant's entitlement to refer the complaint to the Trial Court.

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(c) One extension of no more than five (5) business days may be requested of and granted by the Human Resources Manager, or designee, at his or her discretion, to the area manager for time to resolve the complaint.

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365 366 213.11-5. Appeal of the Area Manager's Decision. If an employee appeals the area manager's decision, the appeal must be filed with the Trial Court within ten (10) business days of the employee's receipt of the Area Manager's decision. The Trial Court shall notify the Human Resources Manager, or designee, within one (1) business day when an employee files an appeal.

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213.11-6. Remedies. In any action relating to this law, relief may be awarded as follows: (a) Require the Nation to comply with the provisions of this law; and/or

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(b) Require the Nation to compensate the person for any loss of wages or benefits suffered by reason of the Nation's failure to comply with the provisions of this law.

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213.11-7. Any compensation awarded shall be in addition to, and shall not diminish, any of the other benefits provided for under this law.

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End.

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