



# Oneida Business Committee

Special Meeting  
8:30 AM Wednesday, September 09, 2020  
BC Conference Room, 2nd floor, Norbert Hill Center

## Agenda

Meeting agenda is available here: [oneida-nsn.gov/government/business-committee/agendas-packets/](https://oneida-nsn.gov/government/business-committee/agendas-packets/). Materials for the "General Tribal Council" section of the agenda, if any, are available to enrolled members of the Oneida Nation; to obtain a copy, visit the BC Support Office, 2nd floor, Norbert Hill Center and present a valid Tribal I.D. or go to <https://goo.gl/uLp2jE>. Scheduled times are subject to change.

### NOTICE

All regular, special, and emergency Business Committee meetings are closed to the public for the duration of the Public Health State of Emergency. This is preventative measure as a result of the COVID-19 pandemic. Audio recordings are made of all meetings of the Business Committee. Video recordings are made of regular meetings of the Business Committee. All recordings are available on the Nation's website at: <https://oneida-nsn.gov/government/business-committee/recordings/>

If you have comments regarding open session items, please submit them to [TribalSecretary@oneidanation.org](mailto:TribalSecretary@oneidanation.org) no later than close of business the day prior to a Business Committee meeting. Comments will be noticed to the Business Committee.

## I. CALL TO ORDER

## II. OPENING

## III. ADOPT THE AGENDA

## IV. RESOLUTIONS

- A. Adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until October 12, 2020  
Sponsor: Lisa Liggins, Secretary

## V. NEW BUSINESS

- A. Review the CRF Government Relief Funds Requests and determine next steps (8:40 a.m.)  
Sponsor: Debbie Thundercloud, General Manager

**VI. EXECUTIVE SESSION****A. NEW BUSINESS**

Sponsor:

1. **Review the recall request and determine next steps - Oneida Gaming Commission (8:50 a.m.)**  
Sponsor: Mark A. Powless Sr., Chair/Oneida Gaming Commission
2. **Review the recall request and determine next steps - Youth Enrichment Services (9:00 a.m.)**  
Sponsor: Debbie Thundercloud, General Manager
3. **Review the recall request and determine next steps - Community Housing #1 (9:10 a.m.)**  
Sponsor: Debbie Thundercloud, General Manager
4. **Review the recall request and determine next steps - Community Housing #2 (9:10 a.m.)**  
Sponsor: Debbie Thundercloud, General Manager
5. **Review the recall request and determine next steps - Food Distribution**  
Sponsor: Debbie Thundercloud, General Manager

**VII. ADJOURN**

Posted on the Oneida Nation's official website, [www.oneida-nsn.gov](http://www.oneida-nsn.gov) pursuant to the Open Records and Open Meetings law (§ 107.14.)

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

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

**Oneida Business Committee Agenda Request**

Adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until October 12,...

**1. Meeting Date Requested:** 09 / 09 / 20**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: 

Primary Requestor/Submitter:

Additional Requestor:

Additional Requestor:

Oneida Business Committee Agenda Request

6. Cover Memo:

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

The current Public Health State of Emergency is set to expire on September 11th. The Public Health Office has provided a recommendation to extend it.

Per the section 302.8-5 of the Emergency Management & Homeland Security Law, the Business Committee can extend the declaration in 30 day increments.

By extending the Public Health State of Emergency, the COVID-19 Core Decision Making Team declarations as well as any resolutions in effect for the duration of the Public Health State of Emergency are also extended.

- 1) Save a copy of this form for your records.
- 2) Print this form as a \*.pdf OR print and scan this form in as \*.pdf.
- 3) E-mail this form and all supporting materials in a **SINGLE** \*.pdf file to: BC\_Agenda\_Requests@oneidanation.org

## Oneida Comprehensive Health Division

Oneida Community Health Center  
 Behavioral Health Services  
 Anna John Resident Centered Care Community  
 Employee Health Nursing



Date: September 1, 2020

To: Oneida Business Committee

From: Debra Danforth, Oneida Comprehensive Health Division Operations Director  
 Dr Ravi Vir, Oneida Comprehensive Health Division Medical Director  
 Michelle Myers, Community/ Public Health Officer  
 Kaylynn Gresham, Oneida Emergency Management Director

RE: Recommendations to Extend the Oneida Nation Public Health Emergency Declaration

An infectious illness such as COVID-19 does not follow our jurisdictional boundaries and/or our reservation boundaries. It is critical for the Oneida Nation to continue to work in tandem with our local and state public health departments. COVID-19 does not pick and choose who will be affected nor does it matter where you work, or where you live.

Through our on-going monitoring of the COVID-19 pandemic by public health and other health officials, the following are highlights from our current situation:

- There is an **Increase in COVID-19** cases within our local counties, the state of Wisconsin, nationally and globally. Multiple states have imposed additional restrictions to limit the spread of the disease. Northeastern states are imposing self-isolation requirements on individuals arriving from states in the South and South west that are severely impacted at this time.
- There is **Evidence of continued community spread** in Brown and Outagamie Counties and throughout the state of Wisconsin.

Mailing Address: P.O. Box 365, Oneida, WI 54155  
<https://oneida-nsn.gov/resources/health/>

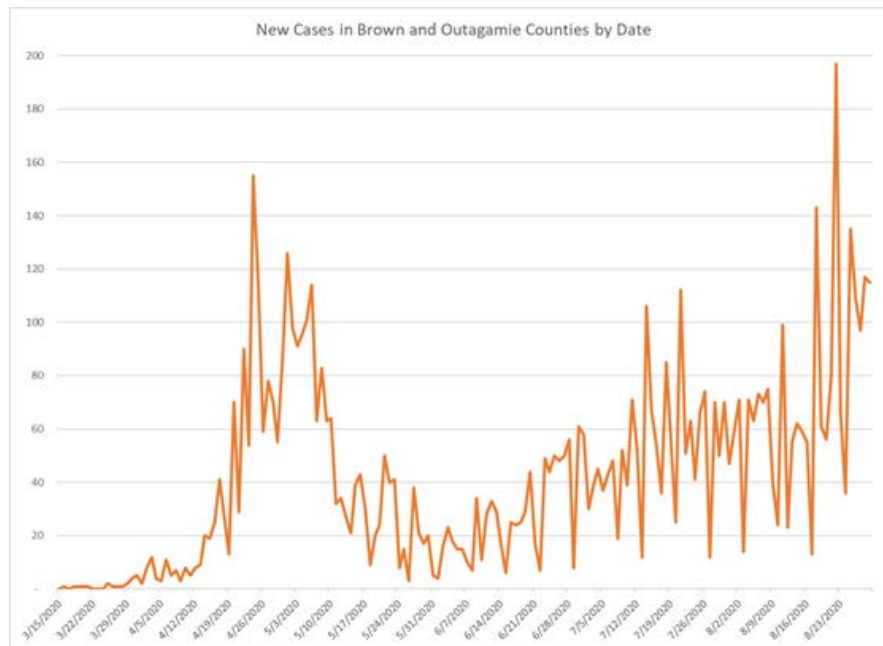
Oneida Community Health Center  
 Behavioral Health Services  
 Anna John Resident Centered Care Community  
 Employee Health Nursing

525 Airport Dr., Oneida, WI 54155  
 2640 West Point Rd., Green Bay, WI 54304  
 2901 S. Overland Rd., Oneida, WI 54155  
 701 Packerland Dr., Green Bay, WI 54303

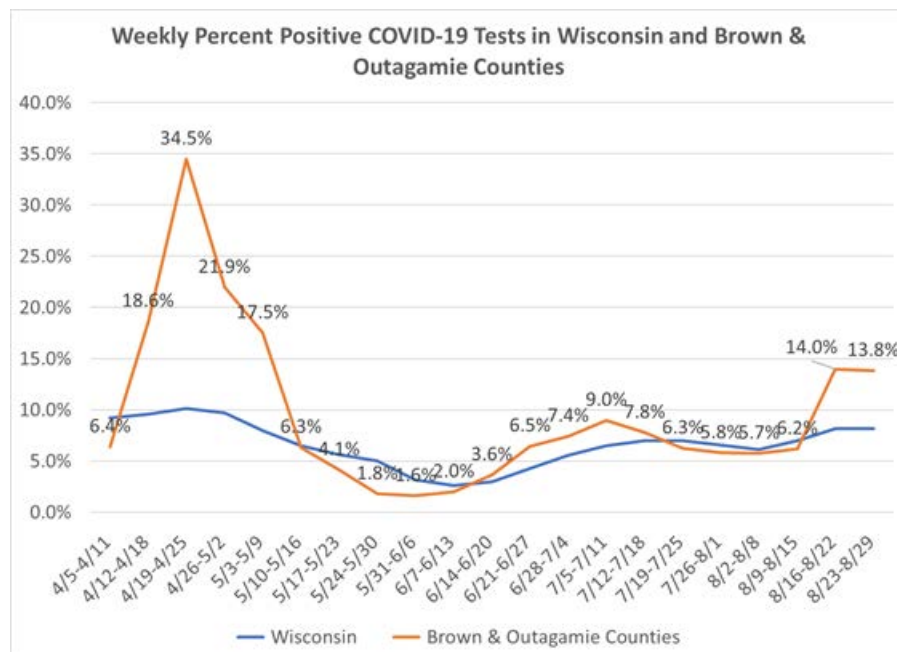
Phone: (920) 869-2711 or 1-866-869-2711  
 Phone: (920) 490-3790 or 1-888-490-2457  
 Phone: (920) 869-2797  
 Phone: (920) 405-4492

Fax: (920) 869-1780  
 Fax: (920) 490-3883  
 Fax: (920) 869-3238  
 Fax: (920) 405-4494

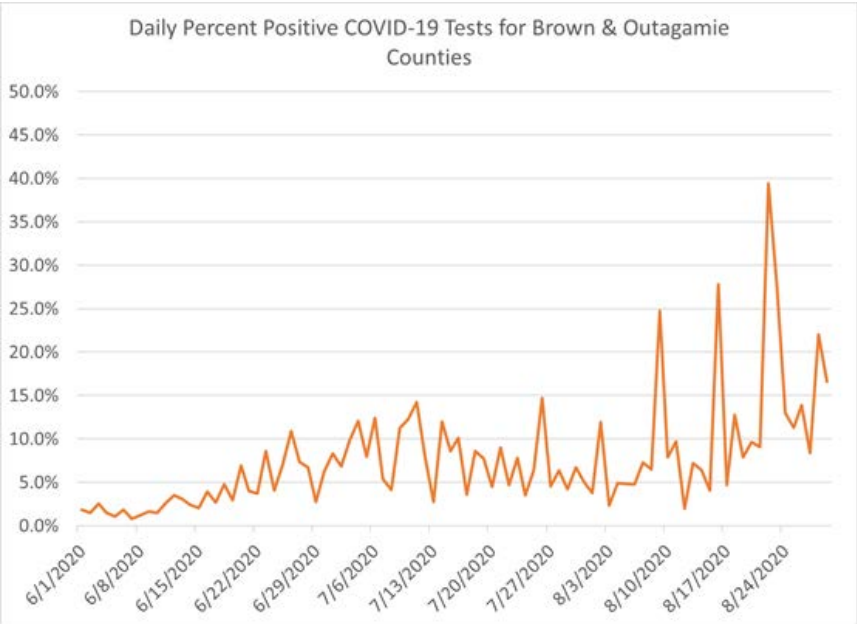
## Relevant COVID-19 Data:



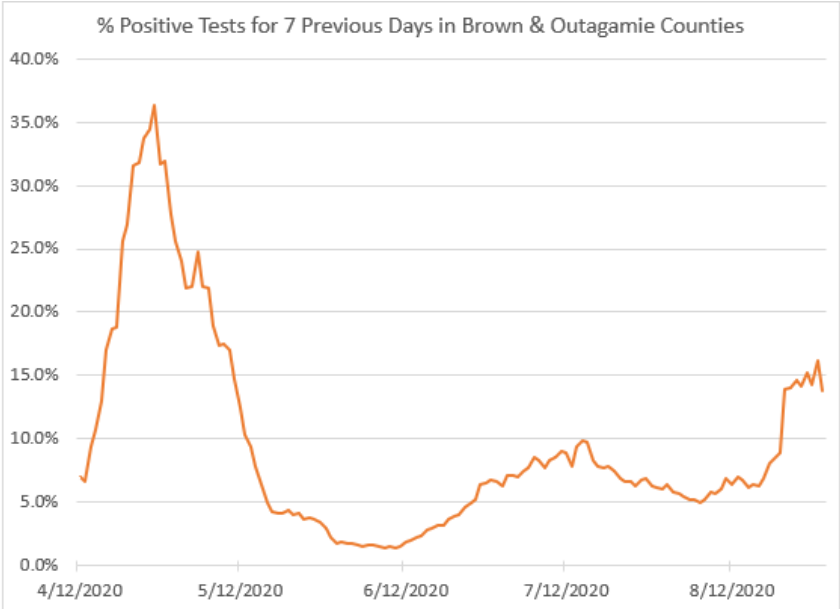
WI Department of Health Services- Public Health retrieved 08/29/20  
<https://data.dhsgis.wi.gov/datasets/covid-19-historical-data-table/data>



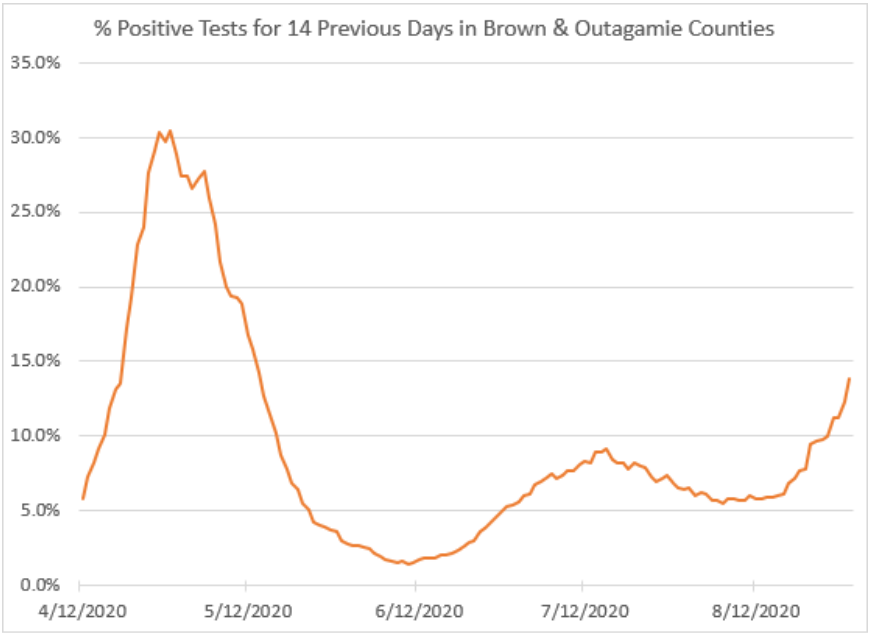
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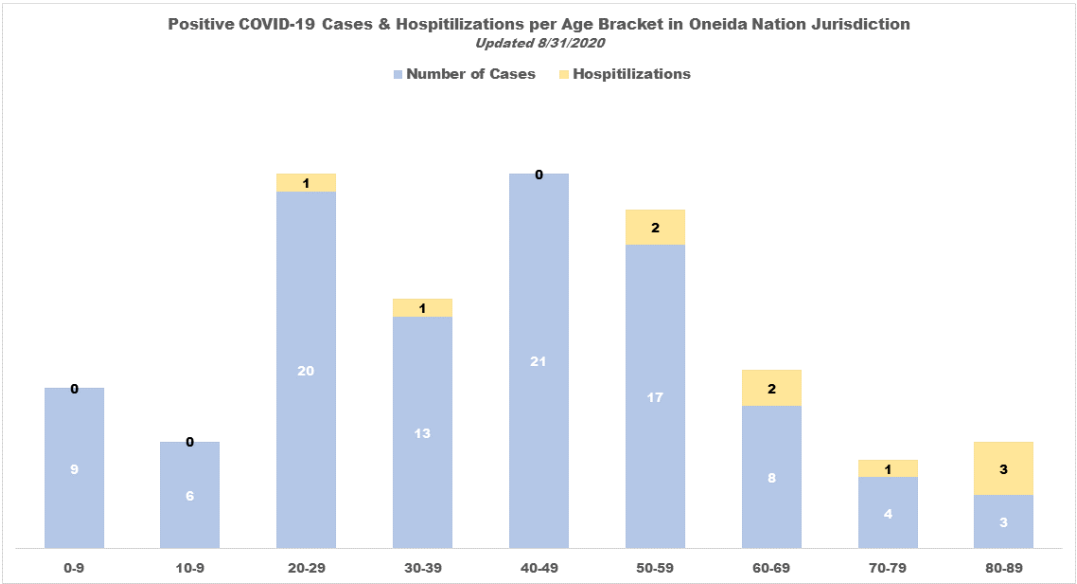
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WI Department of Health Services- Public Health retrieved 08/29/20  
<https://data.dhsgis.wi.gov/datasets/covid-19-historical-data-table/data>



Wisconsin Electronic Disease Surveillance System (WEDSS) retrieved 08/31/20





**Recommendations:**

Based on available information we have today, the Oneida COVID-19 health response team and Oneida Emergency Management provides the following recommendations:

1. The Oneida Nation extend the Public Health Emergency Declaration through October 30, 2020. Extending the Public Health Emergency will continue to help us save lives, while safely and securely conducting our Nations' operations during the pandemic.
3. All departments/areas within the Oneida Nation have a plan for maintaining safety of continued and or enhanced operations during COVID-19 pandemic to include prevention strategies to keep both employees and patrons safe.
4. Continued operations to maintain all safe distancing, universal masking/face covering and sanitation requirements indefinitely throughout the pandemic.
5. Based on current available information our recommendations would remain valid for the next 3-6 months or longer. Recommendations will continue to change based upon available data and updates on the COVID-19 pandemic.
6. Continue basic infection prevention measures throughout the Oneida Organization to protect employees and customers must be included as a part of all operational plans. All Departments should maintain good hygiene and infection control practices, including:
  - Promote frequent and thorough hand washing, including by providing employees, customers, and worksite visitors with a place to wash their hands. If soap and running water are not immediately available, provide alcohol-based hand rubs containing at least 60% alcohol.
  - Encourage employees to stay home if they are sick.
  - Encourage respiratory etiquette, including covering coughs and sneezes.
  - Provide customers and the public with tissues and trash receptacles.
7. Departments should continue to maintain flexible worksites (e.g., telecommuting) and flexible work hours (e.g., staggered shifts), to increase the physical distance among employees and between employees and others if state and local health authorities recommend the use of social distancing strategies.
8. Discourage employees from using other employees' phones, desks, offices, or other work tools and equipment, when possible.

9. Maintain regular housekeeping practices, including routine cleaning and disinfecting of surfaces, equipment, and other elements of the work environment. When choosing cleaning chemicals, departments should consult information on Environmental Protection Agency (EPA)-approved disinfectant labels with claims against emerging viral pathogens. Products with EPA-approved emerging viral pathogens claims are expected to be effective against SARS-CoV-2 based on data for harder to kill viruses. Follow the manufacturer's instructions for use of all cleaning and disinfection products (e.g., concentration, application method and contact time, PPE).
10. All employees of the nation based on their job duties have a facial covering or mask while at work and maintain safe distancing of at least 6 feet from each other.

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

## BC Resolution # \_\_\_\_\_

### Extension of Declaration of Public Health State of Emergency Until October 12, 2020

- 1       **WHEREAS,**     the Oneida Nation is a federally recognized Indian government and a treaty tribe  
2  
3       recognized by the laws of the United States of America; and  
4  
5  
6       **WHEREAS,**     the Oneida General Tribal Council is the governing body of the Oneida Nation; and  
7  
8       **WHEREAS,**     the Oneida Business Committee has been delegated the authority of Article IV, Section 1,  
9       of the Oneida Tribal Constitution by the Oneida General Tribal Council; and  
10  
11       **WHEREAS,**    the federal government has proclaimed a public health emergency related to the spread of  
12       the COVID-19 virus and has identified that the spread of the virus has resulted in large  
13       numbers of individuals becoming ill and high mortality rates, impacts to the stock markets,  
14       and businesses; and  
15  
16       **WHEREAS,**    state governors, including the State of Wisconsin, have declared public health emergencies  
17       and state public health officers have issued orders, for example, closing public schools,  
18       limiting public gatherings, and closing restaurants and bars except for take-out orders; and  
19  
20       **WHEREAS,**    on March 12, 2020 the Chairman declared a Public Health State of Emergency, the Oneida  
21       Business Committee took actions to take steps to protect the health and welfare of the  
22       members, employees and the community, including instituting expenditure restrictions to  
23       preserve resources for the provision of governmental services to members most at risk,  
24       closure of the Nation's gaming operations, and insuring that employees will continued to  
25       be paid during the Public Health State of Emergency as long as the Nation's resources will  
26       allow; and  
27  
28       **WHEREAS,**    the Public Health State of Emergency was extended by resolutions # BC-03-26-20-A, #  
29       BC-05-06-20-A, # BC-06-10-20-A, # BC-07-08-20-A, and # BC-08-06-20-A; and  
30  
31       **WHEREAS,**    the status of the COVID-19 pandemic continues to change daily with identification of  
32       hotspots occurring within certain food industries; and  
33  
34       **WHEREAS,**    a positive test does not identify the total number of individuals who have the virus, including  
35       those who are not showing symptoms or who have isolated themselves at home because  
36       not every person is tested; and  
37  
38       **WHEREAS,**    the initial Public Health State of Emergency declaration issued by the Chairman under  
39       section 302.8-2 requested by the Emergency Management Director on March 12<sup>th</sup> expired  
40       on April 11<sup>th</sup>, extended until May 12<sup>th</sup>, extended until June 11<sup>th</sup>, extended until July 12<sup>th</sup>,  
41       extended until August 11<sup>th</sup>, and extended until September 11<sup>th</sup>; and  
42

BC Resolution \_\_\_\_\_  
Extension of Declaration of Public Health State of Emergency Until October 12, 2020  
Page 2 of 2

43 **WHEREAS,** the COVID-19 Core Decision Making Team has issued a modified Safer At Home  
44 declaration, an Open for Business amendment, a less restrictive Stay Safer at Home  
45 declaration which directs that individuals within the Oneida Reservation should continue to  
46 stay at home, businesses can re-open under certain safer business practices, and social  
47 distancing should be practiced by all persons and finally a Re-opening Governmental  
48 Offices declaration that provides guidance on how buildings will be re-opened to the public  
49 which remain effective during the Public Health State of Emergency; and  
50

51 **WHEREAS,** the Emergency Management Director and the Public Health Officer have advised extension  
52 of the Public Health State of Emergency declaration supported by information from the  
53 Centers for Disease Control and the level of spread of COVID-19 throughout the State of  
54 Wisconsin, surrounding states, and the United States; and  
55

56 **WHEREAS,** the Oneida Business Committee has determined that continuing the Public Health State of  
57 Emergency for continues to be necessary and that its declaration should be longer given  
58 the ongoing pandemic impact and the inability to identify mechanisms to control for  
59 infection or protect the public;  
60

61 *Extension of Public Health State of Emergency Declaration*

62 **NOW THEREFORE BE IT RESOLVED,** that in accordance with section 302.8-5 of the Emergency  
63 Management & Homeland Security Law, the Oneida Business Committee extends the Public Health State  
64 of Emergency declaration ending at 11:59 p.m. on October 12, 2020.



**Oneida Nation**  
 Oneida Business Committee  
 Legislative Operating Committee  
 PO Box 365 • Oneida, WI 54155-0365  
[Oneida-nsn.gov](http://Oneida-nsn.gov)



## **Statement of Effect**

*Extension of Declaration of Public Health State of Emergency Until October 12, 2020*

### **Summary**

This resolution extends the Nation's declaration of the Public Health State of Emergency until October 12, 2020.

*Submitted by: Clorissa N. Santiago, Senior Staff Attorney, Legislative Reference Office*

*Date: August 26, 2020*

### **Analysis by the Legislative Reference Office**

The Oneida Business Committee adopted the Emergency Management and Homeland Security law for the purpose of providing for the development and execution of plans for the protection of residents, property, and the environment in an emergency or disaster; providing for the direction of emergency management, response, and recovery on the Reservation, as well as coordinating with other agencies, victims, businesses, and organizations; establishing the use of the National Incident Management System (NIMS); and designating authority and responsibilities for public health preparedness. [3 O.C. 302.1-1].

Under the Emergency Management and Homeland Security law, the Oneida Business Committee is delegated the responsibility to proclaim or ratify the existence of a public health emergency. [3 O.C. 302.8-1]. A public health emergency means the occurrence or imminent threat of an illness or health condition which is a quarantinable disease; and which poses a high probability of a large number of deaths or serious or long-term disability among humans. [3 O.C. 302.3-1(o)]. No proclamation of an emergency by the Oneida Business Committee may last for longer than thirty (30) days, unless renewed by the Oneida Business Committee. [3 O.C. 302.8-5].

The federal government has proclaimed a public health emergency related to the spread of the COVID-19 virus and has identified that the spread of the virus has resulted in large numbers of individuals becoming ill and high mortality rates, impacts to the stock markets, and businesses. State governors, including the State of Wisconsin, have declared public health emergencies and state public health officers have issued orders, for example, closing public schools, limiting public gatherings, and closing restaurants and bars except for take-out orders.

In accordance with the authority granted to the Oneida Business Committee through the Emergency Management and Homeland Security law, on March 12, 2020, Chairman Tehassi Hill signed a "Declaration of Public Health State of Emergency" which sets into place the necessary authority should action need to be taken, and allows the Oneida Nation to seek reimbursement of emergency management actions that may result in unexpected expenses. [3 O.C. 302.8-1]. The Oneida Business Committee has extended this Public Health State of Emergency until September 11, 2020, through the adoption of the following resolutions:

- BC-03-28-20-A *Extension of March 12th Declaration of Public Health State of Emergency;*

- BC-05-06-20-A *Extension of Declaration of Public Health State of Emergency Until June 11, 2020;*
- BC-06-10-20-A *Extension of Declaration of Public Health State of Emergency Until July 12, 2020;*
- BC-07-08-20-A *Extension of Declaration of Public Health State of Emergency Until August 11, 2020; and*
- BC-08-06-20-A *Extension of Declaration of Public Health State of Emergency Until September 11, 2020. [3 O.C. 302.8-5].*

On March 17, 2020, the Oneida Business Committee adopted emergency amendments to the Emergency Management and Homeland Security law to create and delegate authority to a COVID-19 Core Decision Making Team. [3 O.C. 302.10]. When a public health emergency has been declared, the COVID-19 Core Decision Making Team has the authority to declare exceptions to the Nation's laws, policies, procedures, regulations, or standard operating procedures during the emergency period which will be of immediate impact for the purposes of protecting the health, safety, and general welfare of the Nation's community, members, and employees. [3 O.C. 302.10-2]. These declarations remain in effect for the duration of the Public Health State of Emergency, unless identified to be effective for a shorter time period. [3 O.C. 302.10-3].

On March 24, 2020, the Nation's COVID-19 Core Decision Making Team issued a "*Safer at Home*" declaration which prohibits all public gatherings of any number of people and orders all individuals present within the Oneida Reservation to stay at home or at their place of residence, with certain exceptions allowed. On April 21, 2020, the COVID-19 Core Decision Making Team issued an "*Updated Safer at Home*" declaration which allowed for gaming and golf operations to resume. Then on May 19, 2020, the COVID-19 Core Decision Making Team issued a "*Safer at Home Declaration, Amendment, Open for Business*" which directs that individuals within the Oneida Reservation should continue to stay at home, businesses can re-open under certain safer business practices, and social distancing should be practiced by all persons. On June 10, 2020, the COVID-19 Team issued a "*Stay Safer at Home*" declaration which lessened the restrictions of the "*Safer at Home Declaration, Amendment, Open for Business*" while still providing guidance and some restrictions. Then on July 17, 2020, the "*Safe Re-opening Governmental Offices*" declaration was issued which provides guidance on how buildings will be safely re-opened to the public.

The Emergency Management Director and the Public Health Officer have advised extension of the Public Health State of Emergency declaration supported by information from the Centers for Disease Control and the level of spread of COVID-19 throughout the State of Wisconsin, surrounding states, and the United States. This resolution provides that the Oneida Business Committee has determined that continuing the Public Health State of Emergency continues to be necessary.

Through the adoption of this resolution, in accordance with section 302.8-5 of the Emergency Management and Homeland Security law, the Oneida Business Committee extends the Public Health State of Emergency declaration until 11:59 p.m. on October 12, 2020.

### ***Conclusion***

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

**Oneida Business Committee Agenda Request**

Review the CRF Government Relief Funds Requests and determine next steps

**1. Meeting Date Requested:** 09 / 09 / 20**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: 

Primary Requestor/Submitter:

Additional Requestor:

Additional Requestor:

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

Formal action by the BC is needed per BC resolution # 06-10-20-B Process for Authorization for Use of CARES Act Covid Relief Funds.

- 1) Save a copy of this form for your records.
- 2) Print this form as a \*.pdf *OR* print and scan this form in as \*.pdf.
- 3) E-mail this form and all supporting materials in a **SINGLE** \*.pdf file to: [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org)



# Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

## BC Resolution # 06-10-20-B

### Process for Authorization for Use of CARES Act Covid Relief Funds

- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the Oneida Nation has received \$39,661,614.01 under the Tribal government's relief included with the CARES Act, referred as "COVID-19 Relief Funds"; and
- WHEREAS,** the COVID-19 Relief Funds are unbudgeted funds with specific restrictions and qualifications regarding the use of the funds; and
- WHEREAS,** the funds can be allocated to restricted activities across the organization and the community and are not assigned to any single program which results in potent; and
- WHEREAS,** the Oneida Business Committee believes that the approval of use of these funds should be centralized to ensure they are applied in the best and most effective manner reviewing all available resources; and
- WHEREAS,** the Oneida Business Committee believes that reimbursements will be made regarding expenditures made during the period beginning March 1, 2020 and June 10, 2020 which qualify for COVID-19 Relief Funds are finite and can be approved expediently through the Finance COVID-19 Team; and
- WHEREAS,** the purchasing and procurement processes should be amended to reflect the unique nature of these funds and the special restrictions on the use of these funds; and

**NOW THEREFORE BE IT RESOLVED,** the Oneida Business Committee adopts the following process for the use of the CARES Act COVID-19 Relief Funds (*CRF Government Relief Funds*):

#### *Purpose*

The Oneida Nation has received funds for the COVID-19 pandemic from various granting agencies as well as the CRF government relief funds. Use of the funds must be carefully monitored to avoid overlap regarding reimbursement and proposed expenses. This authorization resolution is broken into three groups

- Funds received by individual business units related to COVID-19 pandemic.
- CRF government relief funds requests for reimbursement.
- CRF government relief funds requests for new activities.

**BC Resolution # 06-10-20-B**  
**Process for Authorization for Use of CARES Act Covid Relief Funds**  
**Page 2 of 3**

In general, the process will be for the Requestor to provide the following documentation to the COVID-19\_Funding@oneidanation.org e-mail address or the on-line portal, which will be monitored by personnel delegated by the General Manager (*the CRF Funding Coordinator*), to approve the plan and identify funding source. The approved and funded request will then go to the Oneida Business Committee for approval. After approval, the request will be forwarded to the appropriate BU with funds, OR, forwarded to Purchasing to requisition the purchase.

Payroll will be documented through the PAR sheets distributed through Intergovernmental Affairs and Communication. The PAR sheets will have additions to include justifications for COVID-19 time only. Business units which are exclusive to COVID-19 activities (Emergency Management, Public Health, etc.) may receive a blanket approval after review and identification of documentation to authorize the blanket approval. A memo will be provided to those business units when this is finalized.

A summary expense will be provided monthly on personnel time.

#### ***COVID-19 Request Form***

Every use of COVID-19 related funding must utilize the request form developed for tracking purposes. The request form will include the following information:

- BU Name
- BU Number (could indicate a new COVID-19 grant)
- Requestor (phone, etc.)
- Dollar amount
- Item(s) requested

The Requestor should provide with the request form:

- Justification
- Quotes (Sole Source or 3 quotes attached)

#### ***Funding/ Category***

The funding/category will be recommended by a team made up of the CRF Funding Coordinator, the Self-Governance Coordinator from Intergovernmental Affairs and Communications, and attorney assigned from the Oneida Law Office.

#### ***Funds Received by Individual Business Units Related to COVID-19 Pandemic***

There are currently 18 existing BU's/ PRT's with Covid funding that will be monitored monthly and expenses tracked to ensure that items are not requested through multiple sources. All use of these funds should use the request form for documentation and be forwarded to the COVID-19 Funding Coordinator for tracking purposes.

#### ***CRF Government Relief Funds Requests for Reimbursement***

All reimbursement requests shall use the request form and contain the required backup documentation. The business unit shall identify whether the funds are originally tribal contribution or other funding. Past purchases will be reviewed by the Self Governance Coordinator, Covid-19 Funding Coordinator to ensure that the correct fund unit was used, and corrections made if needed. These requests will also be brought to Finance for post-purchase approval for auditing and tracking purposes.

#### ***CRF Government Relief Funds Requests for New Activities***

A request to utilize CRF government funds will be accompanied by the request form which clearly identifies the purpose of the request, any activities, and all costs. The business unit may use estimates for costs. Any request shall identify the proposed start date and the completion date must be on or before December 1, 2020.

*Timelines*

The deadline to submit all requests, make all expenditures, complete activities, submit all invoices and pay all invoices is December 1, 2020. It is very important to remember and adhere to the December 1, 2020 deadline to ensure that all reports/invoices/checks/services and related activities are completed in a timely manner. There will be no exceptions.

A flowchart of the approval process is attached to this resolution.

**BE IT FINALLY RESOLVED**, the Finance COVID-19 Team is authorized to approve all reimbursements made for qualifying purchases between March 1, 2020 and June 10, 2020.

**CERTIFICATION**

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida Business Committee is composed of 9 members of whom 5 members constitute a quorum; 9 members were present at a meeting duly called, noticed and held on the 10<sup>th</sup> day of June, 2020; that the forgoing resolution was duly adopted at such meeting by a vote of 7 members for, 1 members against, and 0 members not voting\*; and that said resolution has not been rescinded or amended in any way.

  
\_\_\_\_\_  
Lisa Summers, Secretary  
Oneida Business Committee

\*According to the By-Laws, Article I, Section 1, the Chair votes "only in the case of a tie."

