



# Oneida Business Committee

Regular Meeting  
8:30 AM Wednesday, January 13, 2021  
BC Conference Room, 2nd floor, Norbert Hill Center

## Minutes

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### **REGULAR MEETING**

**Present:** Chairman Tehassi Hill, Vice-Chairman Brandon Stevens, Treasurer Tina Danforth, Secretary Lisa Liggins, Council members: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Marie Summers;

**Not Present:** Councilwoman Jennifer Webster;

**Arrived at:** n/a;

**Others present:** Jo Anne House, Larry Barton, Debbie Thundercloud (via Microsoft Teams<sup>1</sup>), Melinda J. Danforth (via Microsoft Teams), Tina Jorgenson (via Microsoft Teams), Pat Pelky (via Microsoft Teams), Jacqueline Smith (via Microsoft Teams), James Bittorf (via Microsoft Teams), Danelle Wilson (via Microsoft Teams), Nate Wisneski, Rae Skenandore (via Microsoft Teams), James Petitjean (via Microsoft Teams), Candace House (via Microsoft Teams), Chad Wilson, Nancy Barton (via Microsoft Teams), Mitch Metoxen (via Microsoft Teams), Mary Jo Nash (via Microsoft Teams);

### **I. CALL TO ORDER**

*Meeting called to order by Chairman Tehassi Hill at 8:33 a.m.*

*For the Record: Councilwoman Jennifer Webster is out sick.*

### **II. OPENING (00:00:26)**

*Opening provided by Chairman Tehassi Hill.*

### **III. ADOPT THE AGENDA (00:02:55)**

Motion by Lisa Liggins to adopt the agenda as presented, seconded by Tina Danforth. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

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<sup>1</sup> Microsoft Teams is software which provides a communication and collaboration platform for workplace chat, file sharing, and video meetings

#### **IV. MINUTES**

**A. Approve the December 18, 2020, special Business Committee meeting minutes (00:03:16)**

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to approve the December 18, 2020, special Business Committee meeting minutes, seconded by Kirby Metoxen. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

**B. Approve the December 23, 2020, regular Business Committee meeting minutes (00:03:44)**

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to approve the December 23, 2020, regular Business Committee meeting minutes, seconded by Brandon Stevens. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Brandon Stevens, Marie Summers

Abstained: Kirby Metoxen  
Not Present: Jennifer Webster

*For the record: Councilman Kirby Metoxen stated I was on vacation that week.*

#### **V. RESOLUTIONS**

**A. Enter e-poll results into the record regarding the adopted BC resolution # 12-31-20-A (00:04:23)**

Sponsor: Lisa Liggins, Secretary

Motion by Marie Summers to enter the e-poll results into the record regarding the adopted BC resolution # 12-31-20-A, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

#### **VI. APPOINTMENTS**

**A. Determine next steps regarding three (3) Vacancies - Oneida Airport Hotel Corporation (00:04:50); (00:37:10)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to defer this item until after executive session, seconded by Marie Summers. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

*Item VI.B. was addressed next.*

Motion by Lisa Liggins to request the Secretary to renote the three (3) vacancies, seconded by Marie Summers. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

*Item VI.B. was re-addressed next.*

**B. Determine next steps regarding two (2) Oneida Police Department Representatives - Pardon and Forgiveness Screening Committee (00:05:26); (00:37:46)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to defer this item until after executive session, seconded by David P. Jordan.

Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen, Brandon Stevens, Marie Summers  
Not Present: Jennifer Webster

*Item VI.C. was addressed next.*

Motion by Lisa Liggins to appoint Eric Boulanger as member and Ron King Jr. as alternate representative on the Pardon and Forgiveness Screening Committee with a term ending August 31, 2023, seconded by Tina Danforth. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

*Item VI.C. was re-addressed next.*

**C. Determine next steps regarding two (2) Oneida Social Services Division Representatives - Pardon and Forgiveness Screening Committee (00:05:55); (00:38:24)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to defer this item until after executive session, seconded by Daniel Guzman King. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen, Brandon Stevens, Marie Summers  
Not Present: Jennifer Webster

*Item VII.A. was addressed next.*

Motion by Lisa Liggins to appoint Eli Metoxen as member and Mark W. Powless as representative on the Pardon and Forgiveness Screening Committee with a term ending August 31, 2023, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

*Item IX.A.1. was addressed next*

## VII. NEW BUSINESS

### A. Review request and determine next steps - CIP #14-002 Cemetery Improvements (00:06:31)

Sponsor: Nancy Barton, Tribal Member

Motion by Lisa Liggins to direct the General Manager in coordination with Land Management to bring back a status report at the January 27, 2021, regular Business Committee meeting, seconded by Kirby Metoxen. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

Motion by Brandon Stevens to direct the General Manager to bring back a status report on the maintenance contract at the January 27, 2021, regular Business Committee meeting, seconded by Marie Summers. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

Motion by Lisa Liggins to direct the General Manager to bring back a status report on the monitoring wells, amount of acreage, and suitability at the January 27, 2021, regular Business Committee meeting, seconded by Kirby Metoxen. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

### B. Review the special election recommendation and determine next steps (00:27:15)

Sponsor: Candace House, Chair/Oneida Election Board

Motion by Lisa Liggins to set the 2021 special election on July 10, 2021, per § 102.12-6, seconded by Tina Danforth. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

### C. Approve the reinstatement of the Oneida Nation Arts Board - Government Services Division (00:28:14)

Sponsor: Debbie Thundercloud, General Manager

Motion by David P. Jordan to request an amendment to resolution # BC-11-24-20-C to reinstate the Oneida Nation Arts Board be brought back to the January 27, 2021, regular Business Committee meeting, seconded by Marie Summers. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers

Not Present: Jennifer Webster

## VIII. GENERAL TRIBAL COUNCIL

### A. Approve January 2021 annual report mailing per BC resolution # 12-09-20-C (00:33:43)

Sponsor: Lisa Liggins, Secretary

*Treasurer Tina Danforth left at 9:18 a.m.*

Motion by Lisa Liggins to defer the January 2021 annual report mailing to the January 19, 2021, BC work session, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,  
Brandon Stevens, Marie Summers

Not Present: Tina Danforth, Jennifer Webster

## IX. EXECUTIVE SESSION (00:36:24)

Motion by Brandon Stevens to go into executive session at 9:25 a.m., seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,  
Brandon Stevens, Marie Summers

Not Present: Tina Danforth, Jennifer Webster

*Treasurer Tina Danforth returned at 9:42 a.m.*

*The Oneida Business Committee, by consensus, recessed at 12:01 p.m. to 1:31 p.m.*

*Chairman Tehassi Hill called the meeting to order at 1:31 p.m.*

*Roll call for the record:*

*Present: Treasurer Tina Danforth; Chairman Tehassi Hill; Councilman Daniel Guzman King; Councilman David P. Jordan; Secretary Lisa Liggins; Councilman Kirby Metoxen; Vice-Chairman Brandon Stevens; Council Member Marie Summers;*  
*Not Present: Councilwoman Jennifer Webster;*

*Councilman Kirby Metoxen left at 2:12 p.m. to attend a Native American Tourism of Wisconsin board meeting.*

Motion by David P. Jordan to come out of executive session at 2:42 p.m., seconded by Brandon Stevens. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers

Not Present: Kirby Metoxen, Jennifer Webster

*Item VI.A was re-addressed next*

**A. REPORTS**

**1. Accept the Chief Counsel report (00:38:40)**

Sponsor: Jo Anne House, Chief Counsel

Motion by Lisa Liggins to accept the Chief Counsel report, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

**2. Accept the Intergovernmental Affairs, Communications, and Self-Governance January 2020 special report (00:38:54)**

Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

Motion by Lisa Liggins to accept the Intergovernmental Affairs, Communications, and Self-Governance January 2020 special report, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

Motion by Lisa Liggins to schedule a special Business Committee meeting on February 2, 2021, at 3:30 p.m. to consider file #2021-0034 and file# 2021-0035, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

**3. Accept the General Manager report (00:39:18)**

Sponsor: Debbie Thundercloud, General Manager

Motion by David P. Jordan to accept the General Manager report, seconded by Marie Summers. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

Motion by Lisa Liggins to direct the General Manager to bring forward a proposal to temporarily suspend the Nation's rule regarding the income requirement; direct the General Manager to conduct a comprehensive review of HUD rules/regulations and provide recommendations for amendments or program alternatives that would better serve the Nation's membership by May 1, 2021; and direct the General Manager to have a Pandemic Mortgage Assistance Program for unemployed households drafted for consideration for potential Pandemic Relief Assistance Funding, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

**B. NEW BUSINESS**

**1. Review the recall request and determine next steps - Oneida Higher Education (00:40:19)**

Sponsor: Debbie Thundercloud, General Manager

Motion by Lisa Liggins to accept the recommendation of the Chief Financial Officer, in accordance with section 121.8-3(a) of the Budget Management and Control law noting that this will result in overspending on the identified budget line, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers

Not Present: Kirby Metoxen, Jennifer Webster

Motion by Lisa Liggins to approve the recall request from Oneida Higher Education for one (1) Higher Education Advisor and one (1) Administrative Assistant for a period of two (2) months and that the General Manager shall research to determine applicability of CARES Act or other supplemental federal funding, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers

Not Present: Kirby Metoxen, Jennifer Webster

**2. Review the hour increase request and determine next steps - Marketing, Tourism, & Print Shop (00:40:58)**

Sponsor: Debbie Thundercloud, General Manager

Motion by Lisa Liggins to approve the hour increase request for Marketing, Tourism, & Print Shop, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers

Not Present: Kirby Metoxen, Jennifer Webster

**3. Review the posting request and determine next steps - Youth Enrichment Services (00:41:26)**

Sponsor: Debbie Thundercloud, General Manager

Motion by Lisa Liggins to approve the posting request from Youth Enrichment Services for two (2) YES Specialists, seconded by Daniel Guzman King. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers

Not Present: Kirby Metoxen, Jennifer Webster

**4. Review the posting requests and determine next steps - Family Services (00:42:16)**

Sponsor: Debbie Thundercloud, General Manager

Motion by Lisa Liggins to approve the posting request from Family Services for one (1) Community Advocate (Child/Teen Female Advocate) and one (1) Community Advocate (Prevention) noting these positions are grant funded, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers

Not Present: Kirby Metoxen, Jennifer Webster

**5. Approve the contract - O'Brien & Associates - file # 2020-0803 (00:42:55)**

Sponsor: Debbie Thundercloud, General Manager

Motion by Lisa Liggins to approve the contract with O'Brien & Associates - file # 2020-0803 pursuant to BC resolution 04-25-07-C, seconded by Marie Summers. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, Lisa Liggins, Brandon Stevens,  
Marie Summers  
Abstained: David P. Jordan  
Not Present: Kirby Metoxen, Jennifer Webster

**6. Review the lease agreement – file # 07202002C (00:43:28)**

Sponsor: Tina Danforth, Treasurer

Motion by Lisa Liggins to have the Finance Department meet with the Land Office, Land Commission, General Manager, Treasurer, and liaisons to Bay Bank to review acquisition and lease processes, including lease to purchase, to develop necessary processes to protect the Nation and the ability to meet land acquisition/lease financial needs and to direct the Legislative Operating Committee to review the Real Property law and related matters regarding acquisition and sale processes, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

**7. Review application(s) for three (3) vacancies - Oneida Airport Hotel Corporation (00:43:32)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding the Oneida Airport Hotel Corporation vacancies as information, seconded by Daniel Guzman King. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

**8. Review recommendation(s) for two (2) Oneida Police Department Representatives - Pardon and Forgiveness Screening Committee (00:43:37)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding –the Pardon and Forgiveness Screening Committee recommendations as information, seconded by Daniel Guzman King. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

**9. Review recommendation(s) for two (2) Oneida Social Services Division Representatives - Pardon and Forgiveness Screening Committee (00:43:53)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding –the Pardon and Forgiveness Screening Committee as information, seconded by Daniel Guzman King. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster



**X. ADJOURN (00:44:10)**

Motion by Daniel Guzman King to adjourn at 2:52 p.m., seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Brandon Stevens, Marie Summers  
Not Present: Kirby Metoxen, Jennifer Webster

Minutes prepared by Chad Wilson, Senior Information Management Specialist.  
Minutes approved as presented on January 27, 2021.

  
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Lisa Liggins, Secretary  
ONEIDA BUSINESS COMMITTEE