



Oneida Business Committee

Regular Meeting
8:30 AM Wednesday, July 28, 2021
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

Meeting agenda is available here: 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.

I. CALL TO ORDER

II. OPENING

III. ADOPT THE AGENDA

IV. MINUTES

- A. **Approve the July 14, 2021, regular Business Committee meeting minutes**
Sponsor: Lisa Liggins, Secretary

V. RESOLUTIONS

- A. **Adopt resolution entitled The Oneida Airport Hotel Corporation will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- B. **Adopt resolution entitled The Oneida Bingo & Casino Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- C. **Adopt resolution entitled The Oneida Casino – West Mason Casino Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- D. **Adopt resolution entitled The Oneida Golf Enterprises for Thornberry Creek at Oneida, will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer

- E. Adopt resolution entitled The Oneida Nation Four Paths will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- F. Adopt resolution entitled The Oneida Retail Enterprise, Oneida Casino Travel Center Will Be selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- G. Adopt resolution entitled Oneida Retail Enterprise Oneida One Stop – E & EE will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- H. Adopt resolution entitled Oneida Retail Enterprise Oneida One Stop – Larsen Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- I. Adopt resolution entitled The Oneida Retail Enterprise, Oneida One Stop – Packerland will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- J. Adopt resolution entitled The Oneida Retail Enterprise Oneida One Stop – Westwind Will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- K. Adopt resolution entitled The Three Clans Airport, LLC will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law**
Sponsor: Larry Barton, Chief Financial Officer
- L. Adopt resolution entitled Amending Requirement for a Statement of Effect to Exclude Resolutions Obligating ARPA FRF LR Funds for Projects Approved Through the FRF Office**
Sponsor: David P. Jordan, Councilman
- M. Adopt resolution entitled Extension of the Emergency Amendments to the Oneida General Welfare Law**
Sponsor: David P. Jordan, Councilman
- N. Adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until September 26, 2021**
Sponsor: Tehassi Hill, Chairman

VI. STANDING COMMITTEES**A. COMMUNITY DEVELOPMENT PLANNING COMMITTEE**

1. **Accept the June 3, 2021, regular Community Development Planning Committee meeting minutes**
Sponsor: Brandon Stevens, Vice-Chairman

B. FINANCE COMMITTEE

1. **Accept the July 6, 2021, regular Finance Committee meeting minutes**
Sponsor: Tina Danforth, Treasurer
2. **Accept the July 19, 2021, regular Finance Committee meeting minutes**
Sponsor: Tina Danforth, Treasurer

C. LEGISLATIVE OPERATING COMMITTEE

1. **Accept the July 7, 2021, regular Legislative Operating Committee meeting minutes**
Sponsor: David P. Jordan, Councilman

D. QUALITY OF LIFE COMMITTEE

1. **Accept the May 20, 2021, regular Quality of Life Committee meeting minutes**
Sponsor: Marie Summers, Councilwoman
2. **Accept the June 17, 2021, regular Quality of Life Committee meeting minutes**
Sponsor: Marie Summers, Councilwoman

VII. STANDING ITEMS

- A. **ARPA FRF Updates and Requests/Proposals (none)**

VIII. UNFINISHED BUSINESS

- A. **Accept the demolitions report**
Sponsor: Mark W. Powless, General Manager

IX. TRAVEL REQUESTS

- A. **Enter e-poll results into the record regarding the approved travel request for Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention in Las Vegas, NV - July 19-22, 2021**
Sponsor: Lisa Liggins, Secretary

X. NEW BUSINESS

- A. Approve the Big Bear Media request to post one (1) tribal contribution funded Mail Clerk**
Sponsor: Geraldine Danforth, Area Manager/Human Resources
- B. Approve the Big Bear Media request to post one (1) third-party revenue funded Administrative Assistant**
Sponsor: Geraldine Danforth, Area Manager/Human Resources
- C. Approve the Tribal Action Plan request to post one (1) grant funded Administrative Assistant**
Sponsor: Geraldine Danforth, Area Manager/Human Resources
- D. Enter the e-poll results into the record regarding the approved expansion of the scope of use in the 6th resolve of BC resolution # 11-24-20-F**
Sponsor: Lisa Liggins, Secretary
- E. Review the proposed Donation of Hours for Medical Emergency SOP and determine next steps**
Sponsor: Geraldine Danforth, Area Manager/Human Resources

XI. GENERAL TRIBAL COUNCIL

- A. Approve notice and materials for the September 16, 2021, tentatively scheduled special GTC meeting**
Sponsor: Lisa Liggins, Secretary

XII. EXECUTIVE SESSION**A. REPORTS**

- 1. Accept the June 2021 Treasurer's report (11:00 a.m.)**
Sponsor: Tina Danforth, Treasurer
- 2. Accept the Intergovernmental Affairs, Communications, and Self-Governance July 2021 report**
Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs
- 3. Accept the Chief Counsel report**
Sponsor: Jo Anne House, Chief Counsel
- 4. Accept the General Manager report**
Sponsor: Mark W. Powless, General Manager
- 5. Accept the Joint Marketing FY-2021 2nd quarter report (1:30 p.m.)**
Sponsor: James Petitjean, Interim Retail General Manager

B. AUDIT COMMITTEE

1. **Accept the June 17, 2021, regular Audit Committee meeting minutes**
Sponsor: David P. Jordan, Councilman
2. **Accept the Controlled Keys compliance audit report and lift the confidentiality requirement**
Sponsor: David P. Jordan, Councilman

C. NEW BUSINESS

1. **Move the Gaming General Manager's updates regarding the implementation of Sports Wagering to another forum**
Sponsor: Lisa Liggins, Secretary
2. **Approve the amendment to the family court judge contract - Family Court - file # 2018-0256**
Sponsor: Jessica Vandekamp, Employee Relations Representative
3. **Complaint # 2021-GMDR05-01 - Review the sub-team's recommendation and determine next steps**
Sponsor: Jessica Vandekamp, Employee Relations Representative
4. **Complaint # 2021-DR09-01 - Discuss follow-ups and determine next steps**
Sponsor: Jessica Vandekamp, Employee Relations Representative
5. **Complaint # 2021-DR16-01 - Review the sub-team's recommendation and determine next steps**
Sponsor: Tehassi Hill, Chairman
6. **Complaint # 2021-DR16-02 - Review the sub-team's recommendation and determine next steps**
Sponsor: Tehassi Hill, Chairman

XIII. ADJOURN

Posted on the Oneida Nation's official website, 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/

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

Approve the July 14, 2021, regular Business Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 07/28/21

2. General Information:

Session: Open Executive – must qualify under §107.4-1.
Justification: *Choose reason for Executive.*

3. Supporting Documents:

- Bylaws Fiscal Impact Statement Presentation
- Contract Document(s) Law Report
- Correspondence Legal Review Resolution
- Draft GTC Notice Minutes Rule (adoption packet)
- Draft GTC Packet MOU/MOA Statement of Effect
- E-poll results/back-up Petition Travel Documents
- Other: *Describe*

4. Budget Information:

- Budgeted Budgeted – Grant Funded Unbudgeted
- Not Applicable Other: *Describe*

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: LLIGGINS

DRAFT**Oneida Business Committee**

Regular Meeting
8:30 AM Wednesday, July 14, 2021
BC Conference Room, 2nd floor, Norbert Hill Center

Minutes**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, Jennifer Webster;

Not Present: n/a

Arrived at: n/a

Others present: Jo Anne House, Larry Barton, Mark W. Powless, Ralinda Ninham-Lamberies, Carrie Lindsey, Debra Miller, Louise Cornelius, Fawne Rasmussen, Brooke Doxtator (via Microsoft Teams¹), Jessica Vandekamp (via Microsoft Teams), Debbie Melchert (via Microsoft Teams), Danelle Wilson (via Microsoft Teams), Amy Spears (via Microsoft Teams), Justin Nishimoto (via Microsoft Teams), Melanie Burkhart (via Microsoft Teams), Kristal Hill (via Microsoft Teams), Paula King-Dessart (via Microsoft Teams), Melinda J. Danforth (via Microsoft Teams), William Gollnick (via Microsoft Teams), Wendy Alvarez (via Microsoft Teams), Jessalyn Harvath (via Microsoft Teams), Chad Fuss (via Microsoft Teams), Geraldine Danforth (via Microsoft Teams);

I. CALL TO ORDER

Meeting called to order by Chairman Tehassi Hill at 8:34 a.m.

For the record: Treasurer Tina Danforth is telecommuting. Secretary Lisa Liggins will be excused for a personal appointment. Councilman Kirby Metoxen will be excused at 3:00 a.m. for a family commitment.

II. OPENING (00:00:01)

Opening provided by Councilman Kirby Metoxen.

A. Special recognition for years of service (00:00:17)

Sponsor: Geraldine Danforth, Area Manager/Human Resources

Special recognition for years of service by Chairman Tehassi Hill of the following individuals: 40 years of service - Kathleen V. Danforth, Cecelia M. Cornelius; 35 years of service - Albert R. King, Wendy T. Bloedorn, Kendall J. Barton; 30 years of service - Robert M. Ninham, Cynthia M. Niesen, David W. Danforth, Sr.; 25 years of service - Michael L. Otradovec, Jill E. Friberg, Jeanette L. Ninham, Allan S. Lucas, Paul T. Peltier, Christian D. Jordan, Todd J. Mendolla;

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

DRAFT**III. ADOPT THE AGENDA (00:04:04)**

Motion by David P. Jordan to adopt the agenda with two (2) changes [1) under the Reports section, delete item entitled "Approve the travel request – Vice-Chairman Brandon Stevens – Reservation Economic Summit – Lawrence, KS – July 27-30, 2021"; and 2) before the General Tribal Council section, add "Reports/Other" section and add item entitled "Accept the Joint Marketing FY-2021 2nd quarter report"], seconded by Marie Summers. Motion carried²:

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

IV. OATH OF OFFICE (00:05:33); (02:05:01)

When this item was initially addressed, Mr. Gollnick was not present; the discussion indicated his oath would be rescheduled.

Item V.A. was addressed next.

Oath of office administered by Chairman Tehassi Hill. William Gollnick was present via Microsoft Teams.

Item XI.B. was addressed next.

- A. Oneida Trust Enrollment Committee - William Gollnick**
Sponsor: Lisa Liggins, Secretary

V. MINUTES

- A. Approve the June 9, 2021, regular Business Committee meeting minutes (00:06:21)**
Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to approve the June 9, 2021, regular 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, Jennifer Webster

- B. Approve the June 23, 2021, regular Business Committee meeting minutes (00:07:02)**
Sponsor: Lisa Liggins, Secretary

Motion by Kirby Metoxen to approve the June 23, 2021, regular Business Committee meeting minutes with two (2) changes [1) on page 1, under the Call to Order section, add the reason for Councilwoman's early departure; and 2) on page 4, add the reason for Councilwoman Jennifer Webster's early departure], seconded by Jennifer Webster. Motion carried:

Ayes: Tina Danforth, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers, Jennifer Webster

Abstained: David P. Jordan

² The Joint Marketing FY-2021 2nd quarter report referenced in this motion should have been added under the Executive Session/Reports section; it has been placed in the proper place in these minutes and for the record.

DRAFT

- C. Approve the June 30, 2021, emergency Business Committee meeting minutes (00:08:49)**
Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to approve the June 30, 2021, emergency Business Committee meeting minutes, seconded by David P. Jordan. Motion carried:

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

VI. RESOLUTIONS

- A. Enter e-poll results into the record regarding the adopted BC resolution # 06-25-21-A The Oneida Meat Processing Plant Feasibility Study (00:09:34)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to enter the e-poll results into the record regarding the adopted BC resolution # 06-25-21-A The Oneida Meat Processing Plant Feasibility Study, seconded by Jennifer Webster. Motion carried:

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

VII. APPOINTMENTS

- A. Post two (2) vacancies - Oneida Trust Enrollment Committee (00:10:22)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to post up to three (3) vacancies for the Oneida Trust Enrollment Committee, seconded by Jennifer Webster. Motion carried:

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

VIII. STANDING COMMITTEES

- A. LEGISLATIVE OPERATING COMMITTEE**

- 1. Accept the June 2, 2021, regular Legislative Operating Committee meeting minutes (00:11:29)**
Sponsor: David P. Jordan, Councilman

Motion by Marie Summers to accept the June 2, 2021, regular Legislative Operating Committee meeting minutes, seconded by Jennifer Webster. Motion carried:

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

DRAFT

IX. TRAVEL REQUESTS

- A. Enter the e-poll results into the record regarding the approved travel request for Chairman Tehassi Hill to attend the National Indian Gaming Tradeshow & Convention in Las Vegas, NV - July 18-22, 2021 (00:12:05)**
Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to enter the e-poll results into the record regarding the approved travel request for Chairman Tehassi Hill to attend the National Indian Gaming Tradeshow & Convention in Las Vegas, NV - July 18-22, 2021, seconded by Marie Summers. Motion carried:

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

For the record: Councilwoman Jennifer Webster stated I just think that if we're out traveling putting ourselves in a plane with 200 people, putting ourselves in a conference with 1000 people, then we should, as tribal leaders, be held to a higher standard and also be able to come to work more. I just think that as tribal leaders we're held to a higher standard and we need to find a balance. Thank you.

- B. Enter e-poll results into the record regarding the approved travel request for one (1) essential worker and her three (3) guests, to be authorized and paid for from the Chairman's travel budget (00:13:57)**
Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to enter the e-poll results into the record regarding the approved travel request for one (1) essential worker and her three (3) guests, to be authorized and paid for from the Chairman's travel budget, seconded by David P. Jordan. Motion carried:

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

For the record: Councilman Kirby Metoxen stated it was one of our front-line employees through Retail that went to represent at the White House and got bring three family members. Awesome, incredible, they had to have been excited.

X. NEW BUSINESS

- A. Enter e-poll results into the record regarding the approval of Chairman Tehassi Hill to sign the certification and submit the IRS 941 forms to verify 2019 employment data (00:15:21)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to enter the e-poll results into the record regarding the approval of Chairman Tehassi Hill to sign the certification and submit the IRS 941 forms to verify 2019 employment data, seconded by David P. Jordan. Motion carried:

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

DRAFT**B. Accept the Chief Financial Officer status report of the FRF Office and lost revenue formula (00:16:00)**

Sponsor: Tina Danforth, Treasurer

Motion by David P. Jordan to accept the Chief Financial Officer status report of the FRF Office and lost revenue formula, seconded by Kirby Metoxen. Motion carried:

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

Motion by Lisa Liggins to move the revenue related information submitted in the handout to 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, Jennifer Webster

Motion by Lisa Liggins to create a standing item on the Business Committee meeting agenda for future updates regarding the FRF Office and any FRF requests/proposals, seconded by David P. Jordan.

Motion carried:

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

C. Review request for exception to the Boards Committees and Commissions Law and resolution # BC-08-12-20-C, Amended Boards Committees and Commissions Law Stipends (00:22:16)

Sponsor: Debra J. Danforth, Chair/Oneida Trust Enrollment Committee

Motion by Lisa Liggins to deny the request for an exception and forward the request back to the Oneida Trust Enrollment Committee, seconded by Daniel Guzman King. Motion carried:

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

D. Approve the Family Fitness request to post one (1) grant funded position for one (1) Fitness Specialist-Wellness Trainer (00:28:25)

Sponsor: Geraldine Danforth, Area Manager/Human Resources

Motion by Jennifer Webster to approve the Family Fitness request to post one (1) grant funded position for one (1) Fitness Specialist-Wellness Trainer, seconded by David P. Jordan. Motion carried:

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

E. Approve the WI Department of Transportation and Oneida Nation memorandum of agreement for the WisDOT Tribal Historic Preservation Project - file # 2021-0443 (00:31:31)

Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to approve the WI Department of Transportation and Oneida Nation memorandum of agreement for the WisDOT Tribal Historic Preservation Project - file # 2021-0443, seconded by David P. Jordan. Motion carried:

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

DRAFT

- F. Support the WisDOT Wisconsin Information System for Local Roads (WISLR) program letter (00:32:45)**
Sponsor: Marie Summers, Councilwoman

Motion by Lisa Liggins to support the letter dated July 7, 2021, to the State Tribal Affairs Program Manager regarding the WisDOT Wisconsin Information System for Local Roads program submitted by Councilwoman Marie Summers, seconded by David P. Jordan. Motion carried:

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

- G. Approve a limited waiver of sovereign immunity - Mercer (US) Inc agreement – file # 2021-0383 (00:34:27)**
Sponsor: Geraldine Danforth, Area Manager/Human Resources

Motion by Lisa Liggins to approve a limited waiver of sovereign immunity for the Mercer (US) Inc agreement - file # 2021-0383, seconded by Jennifer Webster. Motion carried:

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

- H. Approve Carrie Lindsey to participate on the National Native Elder Justice Advisory Committee (00:35:34)**
Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to approve Carrie Lindsey to participate on the National Native Elder Justice Advisory Committee, seconded by David P. Jordan. Motion carried:

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

- I. Approve Debra Miller to participate as a member to the Wisconsin Dementia Resource Network (WDRN) Advisory Board (00:38:08)**
Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to approve Debra Miller to participate as a member to the Wisconsin Dementia Resource Network (WDRN) Advisory Board, seconded by Marie Summers. Motion carried:

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

Item XII.A.3. was addressed next.

DRAFT**XI. GENERAL TRIBAL COUNCIL****A. Discuss General Tribal Council meeting safety protocols (00:42:08)**

Sponsor: Lisa Liggins, Secretary

*Treasurer Tina Danforth left at 10:09 a.m.**Treasurer Tina Danforth returned at 10:15 a.m.*

Motion by Lisa Liggins to accept the discussion regarding General Tribal Council meeting safety protocols as information, seconded by Marie Summers. Motion carried:

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

*Councilman Kirby Metoxen left at 10:35 a.m.**Item IV.A. was re-addressed next.***B. Approve notice and materials for August 26, 2021, tentatively scheduled special GTC meeting (02:07:54)**

Sponsor: Lisa Liggins, Secretary

*Councilman Kirby Metoxen returned at 10:39 a.m.**Chairman Tehassi Hill left at 10:40 a.m.; Vice-Chairman Brandon Stevens assumed the responsibilities of the Chair.**Chairman Tehassi Hill returned at 10:43 a.m. and assumed the responsibilities of the Chair.*

Motion by Lisa Liggins to approve the notice and materials for August 26, 2021, tentatively scheduled special GTC meeting noting that changes may be made for page limit and that additional information regarding exiting procedures, safety protocols, and capacity will be added, seconded by David P. Jordan. Motion carried:

Ayes: Tina Danforth, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers, Jennifer Webster

Opposed: Daniel Guzman King

For the record: Councilman Daniel Guzman King stated I support the public health officer recommendation to not hold a GTC meeting and I do not support the stipends and do not support the dissolution of the [Oneida] Land Claims Commission. Thank you.

For the record: Councilwoman Jennifer Webster stated I do not support the dissolution of [the Oneida] Land Claims [Commission].

Motion by Lisa Liggins to repeal BC resolution # 04-08-20-F, accept the Chief Financial Officer input provided in accordance with section 121.8-3.(a), approve payment of GTC meeting stipends for the two (2) GTC meetings tentatively scheduled in FY-21 in accordance with the GTC Meeting Stipend Payment Policy, and direct the noted changes be made into the meeting materials, seconded by David P. Jordan. Motion carried:

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

Opposed: Daniel Guzman King, Jennifer Webster

DRAFT

- C. Accept the fiscal impact statement for the Mike Debraska Petition regarding Increase GTC meeting stipends (02:17:39)**
Sponsor: Larry Barton, Chief Financial Officer

Motion by Lisa Liggins to accept the fiscal impact statement for the Mike Debraska Petition regarding Increase GTC meeting stipends, seconded by Jennifer Webster. Motion carried:

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

- D. Accept the legal review or status update for the Lori Elm Petition regarding Real Property Law Eviction and Termination (02:18:18)**
Sponsor: Jo Anne House, Chief Counsel

Motion by Lisa Liggins to accept the legal review for the Lori Elm Petition regarding Real Property Law Eviction and Termination, seconded by David P. Jordan. Motion carried:

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

- E. Accept the fiscal impact statement for the Lori Elm Petition regarding Real Property Law Eviction and Termination (02:19:15)**
Sponsor: Larry Barton, Chief Financial Officer

Motion by Lisa Liggins to accept the fiscal impact statement for the Lori Elm Petition regarding Real Property Law Eviction and Termination, seconded by Jennifer Webster. Motion carried:

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

- F. Determine next steps regarding outstanding petitions (02:19:49)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to place the Mike Debraska Petition regarding Increase GTC meeting stipend and the Lori Elm Petition regarding Real Property Law Eviction and Termination on the tentatively scheduled September 16, 2021, special GTC meeting agenda, seconded by David P. Jordan. Motion carried:

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

DRAFT**XII. EXECUTIVE SESSION (02:21:32)**

Motion by David P. Jordan to go into executive session at 10:55 a.m., seconded by Marie Summers.
Motion carried:

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

The Oneida Business Committee, by consensus, recessed at 12:00 p.m. to 1:30 p.m.

Meeting called to order by Chairman Tehassi Hill at 1:34 p.m.

Councilman Kirby Metoxen left at 3:00 p.m.

Secretary Lisa Liggins left at 3:12 p.m.

Motion by David P. Jordan to come out of executive session at 4:28 p.m., seconded by Jennifer Webster. Motion carried:

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

A. REPORTS**1. Accept the Chief Counsel report (02:23:40)**

Sponsor: Jo Anne House, Chief Counsel

Motion by Daniel Guzman King to accept the Chief Counsel report, seconded by Marie Summers.
Motion carried:

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

Motion by Jennifer Webster to approve the first amendment to the contract with Kristen Hooker,
Legislative Reference Office - contract # 2018-0869, seconded by David P. Jordan. Motion carried:

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

2. Accept the General Manager report (02:24:30)

Sponsor: Mark W. Powless, General Manager

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

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

Item XII.B.1. was addressed next.

DRAFT**3. Accept the Joint Marketing FY-2021 2nd quarter report (00:39:36)**

Sponsor: James Petitjean, Interim Retail General Manager

Motion by Lisa Liggins to defer the Joint Marketing FY-2021 2nd quarter report to the July 28, 2021, regular Business Committee meeting agenda and request that a representative be present, seconded by Kirby Metoxen. Motion carried:

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

Item XI.A. was addressed next.

B. AUDIT COMMITTEE**1. Accept the May 20, 2021, regular Audit Committee meeting minutes (02:24:56)**

Sponsor: David P. Jordan, Councilman

Motion by Marie Summers to accept the May 20, 2021, regular Audit Committee meeting minutes, seconded by David P. Jordan. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

2. Accept the Anna John Resident Centered Care Community Patient Account Receivables operational audit and lift the confidentiality requirement (02:25:30)

Sponsor: David P. Jordan, Councilman

Motion by David P. Jordan to accept the Anna John Resident Centered Care Community Patient Account Receivables operational audit and lift the confidentiality requirement, seconded by Brandon Stevens. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

C. NEW BUSINESS**1. Approve the Greater Green Bay Convention & Visitor's Bureau agreement – file # 2021-0404 (02:26:06)**

Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

Motion by David P. Jordan to approve the Greater Green Bay Convention & Visitor's Bureau agreement – file # 2021-0404, seconded by Marie Summers. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

DRAFT**2. Approve the U.S. Dept. of Interior-Multi Year Funding Amendment #8 agreement – file # 2021-0463 (02:26:31)**

Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

Motion by Jennifer Webster to approve the U.S. Dept. of Interior-Multi Year Funding Amendment #8 agreement – file # 2021-0463, seconded by David P. Jordan. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

3. Accept the Gaming General Manager's update regarding the implementation of Sports Wagering (02:27:02)

Sponsor: Louise Cornelius, Gaming General Manager

Motion by Marie Summers to accept the Gaming General Manager's update regarding the implementation of Sports Wagering, seconded by Brandon Stevens. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

4. Complaint # 2021-DRGMR14-01 - Review final recommendation and determine next steps (02:27:26)

Sponsor: Jessica Vandekamp, Employee Relations Representative

Motion by Marie Summers to approve the recommendation of the BC sub-team, closeout complaint # 2021-DRGMR14-01, and have Vice-Chairman Brandon Stevens follow-through with the employee, seconded by David P. Jordan. Motion carried:

Ayes: David P. Jordan, Brandon Stevens, Marie Summers

Abstained: Tina Danforth, Daniel Guzman King, Jennifer Webster

Not Present: Lisa Liggins, Kirby Metoxen

5. Complaint # 2021-BCDR16-02 - Review and determine next steps (02:28:11)

Sponsor: Marie Summers, Councilwoman

Motion by Jennifer Webster to accept complaint # 2021-BCDR16-02 as having merit and assign Chairman Tehassi Hill, Secretary Lisa Liggins, Treasurer Tina Danforth, Councilmembers David P. Jordan, Daniel Guzman King, and Jennifer Webster to the investigation sub-team, seconded by Brandon Stevens. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

6. Approve a limited waiver of sovereign immunity - BMO Harris Bank N.A. agreement – file # 2021-0449 (02:28:55)

Sponsor: Tina Danforth, Treasurer

Motion by Jennifer Webster to approve a limited waiver of sovereign immunity for the BMO Harris Bank N.A. agreement – file # 2021-0449, seconded by Marie Summers. Motion carried:

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

Not Present: Lisa Liggins, Kirby Metoxen

DRAFT**7. Determine next steps regarding the proposed direction of budget consolidation (02:29:20)**

Sponsor: Tina Danforth, Treasurer

Motion by David P. Jordan to approve utilization of the FY-2016, FY-2017, FY-2018 carry-over funds to balance the [FY-2022] budget, to direct the General Manager to review the Technology Set-asides and Building and Maintenance requests to reduce by \$1 million each, to direct the Gaming General Manager to reduce the Gaming CapEx by \$1 million, to finalize the CIP list on July 15, and to schedule a work session at 10:00 am on Friday, July 16, 2021 to finalize the budget, seconded by Jennifer Webster. Motion failed:

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

Motion by David P. Jordan to approve utilization of the FY-2016, FY-2017, FY-2018 carry-over funds to balance the [FY-2022] budget, to finalize the CIP list on July 15, 2021, and to schedule a special BC work session at 10:00 am on Friday, July 16, 2021, to finalize the budget, seconded by Jennifer Webster. Motion carried:

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

8. Review offer to purchase and determine next steps (02:34:24)

Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

Motion by Jennifer Webster to approve a limited waiver of sovereign immunity for contract # 2021-0494 and authorize the Chairman to sign the offer to purchase, seconded by Marie Summers. Motion carried:

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

XIII. ADJOURN (02:34:56)

Motion by Daniel Guzman King to adjourn at 4:40 p.m., seconded by Marie Summers. Motion carried:

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

Minutes prepared by Lisa Liggins, Secretary.
 Minutes approved as presented on _____.

 Lisa Liggins, Secretary
 ONEIDA BUSINESS COMMITTEE

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Airport Hotel Corporation will be Selling Alcohol Beverages in...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Airport Hotel Corporation / Radisson Hotel and Conference Center

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Airport Hotel Corporation – Radisson Hotel and Conference Center**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Airport Hotel Corporation – Radisson Hotel and Conference Center is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Airport Hotel Corporation Will Be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Airport Hotel Corporation, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon, WI; and

WHEREAS, Oneida Airport Hotel Corporation has requested the Oneida Business Committee grant it a license to sell alcohol at the Radisson Hotel & Conference Center; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida Airport Hotel Corporation's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Airport Hotel Corporation, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



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



Statement of Effect

The Oneida Airport Hotel Corporation Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Airport Hotel Corporation to sell alcohol beverages at the Radisson Hotel and Conference Center in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Village of Ashwaubenon, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 2, 2021

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Airport Hotel Corporation renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Airport Hotel Corporation is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Radisson Hotel and Conference Center by the Oneida Airport Hotel Corporation, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Village of Ashwaubenon. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Bingo & Casino Will Be Selling Alcohol Beverages in Accordance...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Bingo & Casino

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Bingo & Casino**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Bingo & Casino is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Bingo & Casino Will Be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Bingo & Casino, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon; and

WHEREAS, Oneida Bingo & Casino has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida Bingo & Casino; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida Bingo & Casino's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Bingo & Casino, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



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



Statement of Effect

The Oneida Bingo and Casino Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Bingo and Casino to sell alcohol beverages in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Village of Ashwaubenon, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 1, 2021

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Bingo and Casino renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Bingo and Casino is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol to the Oneida Bingo and Casino, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Village of Ashwaubenon. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Casino – West Mason Casino Will Be Selling Alcohol Beverages in.

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Casino - West Mason

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Casino West Mason**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Casino West Mason is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Casino – West Mason Casino Will Be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Casino – West Mason Casino, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and

WHEREAS, Oneida Casino – West Mason Casino has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida Casino – West Mason Casino; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida Casino – West Mason Casino's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Casino – West Mason Casino, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



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



Statement of Effect

The Oneida Casino - West Mason Casino Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Casino – West Mason Casino to sell alcohol beverages in accordance with the Nation’s Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the City of Green Bay, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 6, 2021

Analysis by the Legislative Reference Office

The Nation’s Alcohol Beverage Licensing law (“the Law”) was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Casino – West Mason Casino renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Casino – West Mason Casino is in compliance for licensure.

In addition, the Law requires that the Oneida License Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Casino – West Mason Casino, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the City of Green Bay. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Golf Enterprises for Thornberry Creek at Oneida, will be Selling...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Airport Hotel Corporation / Radisson Hotel and Conference Center

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Airport Hotel Corporation – Radisson Hotel and Conference Center**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Airport Hotel Corporation – Radisson Hotel and Conference Center is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Airport Hotel Corporation Will Be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Airport Hotel Corporation, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon, WI; and

WHEREAS, Oneida Airport Hotel Corporation has requested the Oneida Business Committee grant it a license to sell alcohol at the Radisson Hotel & Conference Center; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida Airport Hotel Corporation's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Airport Hotel Corporation, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



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



Statement of Effect

The Oneida Airport Hotel Corporation Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Airport Hotel Corporation to sell alcohol beverages at the Radisson Hotel and Conference Center in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Village of Ashwaubenon, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office
Date: July 2, 2021

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Airport Hotel Corporation renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Airport Hotel Corporation is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Radisson Hotel and Conference Center by the Oneida Airport Hotel Corporation, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Village of Ashwaubenon. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Nation Four Paths will be Selling Alcohol Beverages in Accordance

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Nation Four Paths

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Retail Enterprise – Oneida Nation Four Paths** They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Retail Enterprise – Oneida Nation Four Paths is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Nation Four Paths will be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Nation Four Paths, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and

WHEREAS, Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida Nation Four Paths; and

WHEREAS, the Oneida Licensing Department has reviewed the Oneida Nation Four Path's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Retail Enterprise, Oneida Nation Four Paths, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



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



Statement of Effect

The Oneida Nation Four Paths Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Nation Four Paths to sell alcohol beverages in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the City of Green Bay, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 6, 2021

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Nation Four Paths renewal application for an alcohol beverage license, along with all required documents, and has determined the Oneida Nation Four Paths is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Nation Four Paths, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the City of Green Bay. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Retail Enterprise, Oneida Casino Travel Center Will Be selling...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Retail Enterprise - Oneida Casino Travel Center

3. Supporting Materials

Report Resolution Contract

Other:

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4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Retail Enterprise – Oneida Casino Travel Center**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Retail Enterprise – Oneida Casino Travel Center is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Retail Enterprise, Oneida Casino Travel Center Will Be selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida Casino Travel Center, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Town of Pittsfield; and

WHEREAS, Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida Casino Travel Center; and

WHEREAS, the Oneida Licensing Department has reviewed the Oneida Casino Travel Center's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that the Oneida Retail Enterprise, Oneida Casino Travel Center, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Town of Pittsfield, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.

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



Statement of Effect

The Oneida Retail Enterprise, Oneida Casino Travel Center Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Retail Enterprise - Oneida Casino Travel Center to sell alcohol beverages in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Town of Pittsfield, Wisconsin.

*Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office
Date: July 2, 2021*

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C.507.4-1]. The Oneida Licensing Department has reviewed the Oneida Retail Enterprise - Oneida Casino Travel Center renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Retail Enterprise - Oneida Casino Travel Center is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Casino Travel Center by the Oneida Retail Enterprise – Oneida Casino Travel Center, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Town of Pittsfield. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled Oneida Retail Enterprise Oneida One Stop – E & EE will be Selling Alcohol...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Retail Enterprise Oneida One Stop - E & EE

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Retail Enterprise – Oneida One Stop – E & EE**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Retail Enterprise – Oneida One Stop – E & EE is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

Oneida Retail Enterprise Oneida One Stop – E & EE will be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – E & EE, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Town of Oneida; and

WHEREAS, Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – E & EE; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida One Stop – E & EE's Renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Retail Enterprise, Oneida One Stop – E & EE, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Town of Oneida, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



Oneida Nation
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 Legislative Operating Committee
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Statement of Effect

Oneida Retail Enterprise, Oneida One Stop – E & EE Will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Retail Enterprise, Oneida One Stop – E & EE to sell alcohol beverages in accordance with the Nation’s Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Town of Oneida, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 6, 2021

Analysis by the Legislative Reference Office

The Nation’s Alcohol Beverage Licensing law (“the Law”) was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Retail Enterprise, Oneida One Stop – E & EE renewal application for an alcohol beverage license, along with all required documents, and has determined the Oneida Retail Enterprise, Oneida One Stop – E & EE is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Retail Enterprise, Oneida One Stop – E & EE, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Town of Oneida. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled Oneida Retail Enterprise Oneida One Stop – Larsen Will Be Selling Alcohol...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Retail Enterprise Oneida One Stop - Larsen

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Retail Enterprise – Oneida One Stop – Larsen**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Retail Enterprise – Oneida One Stop – Larsen is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

Oneida Retail Enterprise Oneida One Stop – Larsen Will Be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and
- WHEREAS,** the Oneida One Stop – Larsen, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and
- WHEREAS,** Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – Larsen; and
- WHEREAS,** the Oneida Licensing Department has reviewed Oneida One Stop – Larsen’s renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Retail Enterprise, Oneida One Stop – Larsen, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



Oneida Nation
Oneida Business Committee
Legislative Operating Committee
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Statement of Effect

Oneida Retail Enterprise Oneida One Stop – Larsen Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Retail Enterprise Oneida One Stop – Larsen to sell alcohol beverages in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the City of Green Bay, Wisconsin.

*Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office
Date: July 2, 2021*

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Retail Enterprise Oneida One Stop – Larsen renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Retail Enterprise Oneida One Stop – Larsen is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Retail Enterprise Oneida One Stop – Larsen, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the City of Green Bay. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Retail Enterprise, Oneida One Stop – Packerland will be Selling...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Retail Enterprise Oneida One Stop - Packerland

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Retail Enterprise – Oneida One Stop - Packerland**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Retail Enterprise – Oneida One Stop - Packerland is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Retail Enterprise, Oneida One Stop – Packerland Will be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – Packerland, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon; and

WHEREAS, Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – Packerland; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida One Stop – Packerland's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Retail Enterprise, Oneida One Stop – Packerland, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.

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Oneida Nation
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Statement of Effect

The Oneida Retail Enterprise, Oneida One Stop – Packerland Will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Retail Enterprise, Oneida One Stop – Packerland to sell alcohol beverages in accordance with the Nation’s Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Village of Ashwaubenon, Wisconsin.

*Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office
 Date: July 6, 2021*

Analysis by the Legislative Reference Office

The Nation’s Alcohol Beverage Licensing law (“the Law”) was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Retail Enterprise, Oneida One Stop – Packerland renewal application for an alcohol beverage license, along with all required documents, and has determined the Oneida Retail Enterprise, Oneida One Stop – Packerland is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Retail Enterprise, Oneida One Stop – Packerland, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Village of Ashwaubenon. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Oneida Retail Enterprise Oneida One Stop – Westwind Will be Selling...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - Oneida Retail Enterprise Oneida One Stop - Westwind

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Oneida Retail Enterprise – Oneida One Stop – Westwind**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Oneida Retail Enterprise – Oneida One Stop – Westwind is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Oneida Retail Enterprise Oneida One Stop – Westwind Will be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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

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

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

WHEREAS, the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and

WHEREAS, the Oneida One Stop – Westwind, by Oneida Retail Enterprise, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the City of Green Bay; and

WHEREAS, Oneida Retail Enterprise has requested the Oneida Business Committee grant it a license to sell alcohol at the Oneida One Stop – Westwind; and

WHEREAS, the Oneida Licensing Department has reviewed Oneida One Stop – Westwind's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that Oneida Retail Enterprise, Oneida One Stop – Westwind, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the City of Green Bay, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.

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Oneida Nation
Oneida Business Committee
Legislative Operating Committee
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Statement of Effect

The Oneida Retail Enterprise Oneida One Stop – Westwind Will Be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to the Oneida Retail Enterprise Oneida One Stop – Westwind to sell alcohol beverages in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the City of Green Bay, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 2, 2021

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed the Oneida Retail Enterprise Oneida One Stop – Westwind renewal application for an alcohol beverage license along with all required documents and has determined the Oneida Retail Enterprise Oneida One Stop – Westwind is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license to sell alcohol at the Oneida Retail Enterprise Oneida One Stop – Westwind, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the City of Green Bay. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled The Three Clans Airport, LLC will be Selling Alcohol Beverages in Accordance...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Looking for approval for approval of the annual Oneida Alcohol License for - The Three Clans Airport, LLC - The Wingate By Wyndham Green Bay

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:
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Licensing Division

Oneida, WI 54155
(920) 496-5311
Fax (920) 496-7491

DATE: **July 9, 2021**
TO: **Oneida Business Committee**
RE: **Alcohol License – Approval Needed**
FROM: **Tonya Webster, Oneida License Department**

This cover letter serves as certification for the **Three Clans Airport, LLC / The Wingate By Wyndham Green Bay**. They have all the requirements needed to receive an alcohol license from the Oneida Nation. Listed below are all the requirements, and all have been received.

1. BC Resolution for approval
2. Renewal Alcohol Beverage License Application
3. Auxiliary Questionnaire
4. Local Municipality Alcohol License
5. Gross Profit Memo
6. Proof of payment for the \$100 Application Fee
7. Statement of Effect Request Form

Three Clans Airport, LLC / The Wingate By Wyndham Green Bay is ready to receive approval from the Oneida Business Committee.

Thank You

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # _____

The Three Clans Airport, LLC will be Selling Alcohol Beverages in Accordance with the Oneida ALCOHOL BEVERAGE LICENSING LAW

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- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the Oneida Business Committee may grant a license to sell alcohol beverages through a resolution pursuant to Article 507.4-2 of the Oneida Alcohol Beverage Licensing Law; and
- WHEREAS,** the Three Clans Airport, LLC, has satisfied the requirements of the Oneida Alcohol Beverage Licensing Law, including the procurement of a license to sell alcohol by the local municipality, the Village of Ashwaubenon, WI; and
- WHEREAS,** The Three Clans Airport, LLC has requested the Oneida Business Committee grant it a license to sell alcohol at The Wingate By Wyndham Green Bay; and
- WHEREAS,** the Oneida Licensing Department has reviewed The Three Clans Airport, LLC's renewal application along with all required documents, and has determined they are in compliance for renewal.

NOW THEREFORE BE IT RESOLVED: that The Three Clans Airport, LLC, may sell alcohol beverages in accordance with the Oneida Alcohol Beverage Licensing Law and the prevailing laws of the local municipality, the Village of Ashwaubenon, WI, to be issued by the Oneida Licensing Department and shall, in accordance with section 507.4-4(a), run concurrent with the license issued by the municipality.



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



Statement of Effect

The Three Clans Airport, LLC Will be Selling Alcohol Beverages in Accordance with the Oneida Alcohol Beverage Licensing Law

Summary

This resolution permits the Oneida Licensing Department to issue a license to The Three Clans Airport, LLC to sell alcohol beverages at The Wingate by Wyndham Green Bay in accordance with the Nation's Alcohol Beverage Licensing law and the prevailing laws of the local municipality, the Village of Ashwaubenon, Wisconsin.

Submitted by: Kristen M. Hooker, Staff Attorney, Legislative Reference Office

Date: July 6, 2021

Analysis by the Legislative Reference Office

The Nation's Alcohol Beverage Licensing law ("the Law") was adopted with the purpose of governing the sale of alcohol beverages by businesses owned by the Nation or incorporated under the laws of the Nation, on all land within the exterior boundaries of the Oneida Nation Reservation and any lands added thereto pursuant to federal law. [5 O.C. 507.1-1].

The Law sets forth requirements for an application for a license to sell alcohol beverages by the Nation, including the procurement of a license to sell alcohol by the local municipality. [5 O.C. 507.4-1]. The Oneida Licensing Department has reviewed The Three Clans Airport, LLC renewal application for an alcohol beverage license, along with all required documents, and has determined The Three Clans Airport, LLC is in compliance for licensure.

In addition, the Law requires that the Oneida Licensing Department not issue any licenses for selling alcohol beverages until adoption of a resolution by the Oneida Business Committee granting such license. [5 O.C. 507.4-2]. Through this resolution the Oneida Business Committee grants a license for The Three Clans Airport, LLC to sell alcohol at The Wingate by Wyndham Green Bay, to be issued by the Oneida Licensing Department.

The license issued by the Oneida Licensing Department shall run concurrent with the license issued by the Village of Ashwaubenon. [5 O.C. 507.4-4(a)].

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled Amending Requirement for a Statement of Effect to Exclude Resolutions...

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Adopt the resolution entitled, "*Amending Requirement for a Statement of Effect to Exclude Resolutions Obligating ARPA FRF LR Funds for Projects Approved Through the FRF Office*"

3. Supporting Materials

Report Resolution Contract

Other:

1.

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Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Clorissa N. Santiago, LRO Senior Staff Attorney
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # Leave this line blank

Amending Requirement for a Statement of Effect to Exclude Resolutions Obligating ARPA FRF LR Funds for Projects Approved Through the FRF Office

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

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

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

WHEREAS, the Oneida Business Committee adopted resolution # BC-09-25-19-B, *Updated Statement of Effect Requirement for Resolutions*; and

WHEREAS, the purpose of a Statement of Effect for resolutions is to ensure that the Resolves set forth in the resolution are clear and in compliance with laws, rules and directives of the Nation; and

WHEREAS, there are exceptions to the Statement of Effect requirement for resolutions which are reviewed through another process – such as grant approval resolutions or contract approval resolutions – or which are a political action – such as appointments to state or federal committees; and

WHEREAS, the Oneida Business Committee adopted resolution # BC-06-09-21-B, *Setting Goals for Application of Funding from the American Rescue Plan Act of 2021 to Direct Support to Individuals, Families. Community and the Oneida Nation*, as amended by resolution # BC-06-23-21-C; and

WHEREAS, the resolution identifies use of funds, allocations to eight categories of actions, review and approval of the funds by the FRF Office, and how project expenses are managed and reported in order track for acceptable use and auditing purposes; and

WHEREAS, the Oneida Business Committee has determined that this supplies sufficient review and oversight that a Statement of Effect is not necessary for resolutions obligating ARPA FRF LR investment funds to projects;

NOW THEREFORE BE IT RESOLVED, resolution # BC-09-25-19-B, *Updated Statement of Effect Requirement for Resolutions*, is amended to provide for an exemption to the requirement for a Statement of Effect for resolutions obligating APRA FRF LR investments to projects in accordance with resolution # BC-06-09-21-B, *Setting Goals for Application of Funding from the American Rescue Plan Act of 2021 to Direct Support to Individuals, Families. Community and the Oneida Nation*, as amended by resolution # BC-06-23-21-C.



Statement of Effect

Amending Requirement for a Statement of Effect to Exclude Resolutions Obligating ARPA FRF LR Funds for Projects Approved Through the FRF Office

Summary

The resolution amends resolution BC-09-25-19-B to exempt resolutions obligating ARPA FRF LR investment funds to projects from the requirement to be accompanied by a statement of effect developed by the Legislative Reference Office for adoption by the Oneida Business Committee or the Oneida General Tribal Council.

Submitted by: Clorissa N. Santiago, Senior Staff Attorney, Legislative Reference Office
Date: July 19, 2021

Analysis by the Legislative Reference Office

The requirement that a resolution proposed for adoption by the Oneida Business Committee or General Tribal Council be accompanied by a statement of effect was first adopted through resolution BC-08-16-95-A. Resolution BC-08-16-95-A provided that resolutions for grant applications, Indian Health Service resolutions, or resolutions for the purchase of land or placement of land into trust status would be exempt from the requirement of a statement of effect.

The Oneida Business Committee amended resolution BC-08-16-95-A through the adoption of resolution BC-06-01-05-C, *Statement of Effect Requirement for Resolutions*, to provide that the nominations of individuals to serve on a particular entity and resolutions in support of a cause or individual would also be exempt from the statement of effect requirement.

The Oneida Business Committee then updated the list of exemptions to the statement of effect requirement through the adoption of resolution BC-09-25-19-B, *Updated Statement of Effect Requirement for Resolutions*, which amended resolution BC-06-01-05-C to provide additional types of resolutions that should be exempt from the requirement to be accompanied by a statement of effect. Resolution BC-09-25-19-B provided that all resolutions proposed for adoption by the Oneida Business Committee or the Oneida General Tribal Council shall be accompanied by a statement of effect developed by the Legislative Reference Office, unless the resolution meets one of the following exemptions to the requirement for a statement of effect:

- Resolutions for grant applications;
- Self-governance contract or compact resolutions;
- Resolutions for the purchase of land or placement of land into trust status;
- Nominations of individuals to serve on a particular entity;
- Resolutions in support of a cause or individual;
- Resolutions regarding the pardoning or forgiveness of any member of the Nation; and
- Resolutions which approve a contract or agreement accompanied by a legal review.

It again has been determined that the list of exemptions to the statement of effect requirement should be amended. This resolution amends resolution BC-09-25-19-B to provide for an exemption to the requirement for a statement of effect for resolutions obligating APRA FRF LR investments to projects in accordance with resolution BC-06-09-21-B, *Setting Goals for Application of Funding from the American Rescue Plan Act of 2021 to Direct Support to Individuals, Families, Community and the Oneida Nation*, as amended by resolution BC-06-23-21-C. Resolution BC-06-09-21-B, as amended by resolution BC-06-23-21-C, identifies use of funds, allocations to eight categories of actions, review and approval of the funds by the FRF Office, and how project expenses are managed and reported in order track for acceptable use and auditing purposes. The Oneida Business Committee has determined that this supplies sufficient review and oversight that a statement of effect is not necessary for resolutions obligating ARPA FRF LR investment funds to projects.

Conclusion

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

Oneida Business Committee Agenda Request

Adopt resolution entitled Extension of the Emergency Amendments to the Oneida General Welfare Law

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Adopt the resolution entitled, "Extension of the Emergency Amendments to the Oneida General Welfare Law"

3. Supporting Materials

Report Resolution Contract

Other:

1.

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2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Clorissa N. Santiago, LRO Senior Staff Attorney
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



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



TO: Oneida Business Committee
 FROM: David P. Jordan, LOC Chairperson *DJ*
 DATE: July 28, 2021
 RE: Extension of the Oneida General Welfare Law Emergency Amendments

Please find the following attached backup documentation for your consideration of the extension of the Oneida General Welfare Law Emergency Amendments:

1. Resolution: Extension of the Emergency Amendments to the Oneida General Welfare Law
2. Statement of Effect: Extension of the Emergency Amendments to the Oneida General Welfare Law
3. Oneida General Welfare Law

Overview

The Oneida General Welfare law (the “Law”) was adopted by the Oneida Business Committee on an emergency basis through resolution BC-08-12-20-D for the purpose of providing assistance on a non-taxable basis, to eligible Tribal members through approved programs that promote the general welfare of the Nation including programs designed to enhance the promotion of health, education, self-sufficiency, self-determination, and the maintenance of culture and tradition, entrepreneurship, and employment.. [10 O.C. 1001.1-1, 1001.1-3, 1001.9-2]. The emergency adoption of this Law was set to expire on February 12, 2021.

Emergency amendments to the Law were then adopted by the Oneida Business Committee through resolution BC-02-10-21-B for the purpose of addressing how an approved program would be adopted by the Oneida Business Committee in an effort to allow for more flexibility and efficiency in addressing the needs of the Nation. The emergency amendment to the Law revises the definition of approved program to allow an approved program to be adopted by the Oneida Business Committee through resolution or law of the Nation. [10 O.C. 1001.3-1(a)]. Previously, an approved program could only be adopted by the Oneida Business Committee through a law of the Nation.

The Oneida Business Committee is delegated the authority to temporarily enact legislation when legislation is necessary for the immediate preservation of the public health, safety, or general welfare of the Reservation population, and the amendment of the legislation is required sooner than would be possible under the Legislative Procedures Act. [1 O.C. 109.9-5].

The emergency amendment to this Law was necessary for the preservation of the general welfare of the Reservation population. The emergency amendment to this Law assisted in more efficiently addressing the economic needs of the Reservation population during the public health crisis that is the COVID-19 pandemic by allowing the Nation more flexibility in establishing and operating

approved programs that may provide assistance to Tribal members on a non-taxable basis through the adoption of a resolution in addition to the adoption of a law.

Additionally, observance of the requirements under the Legislative Procedures Act for the adoption of these emergency amendments was contrary to public interest since the Nation is currently experiencing the vast effects of the COVID-19 pandemic, and the process and requirements of the Legislative Procedures Act could not be completed in time to ensure that the Law could be amended to best assist members of the Nation during this COVID-19 pandemic through the development of approved programs which provide assistance to Tribal members.

The emergency amendments to the Law will expire on August 10, 2021. The Legislative Procedures Act allows the Oneida Business Committee to extend emergency amendments for a six (6) month time period. [1 O.C. 109.9-5(b)]. A six (6) month extension of the emergency amendments to the Law is being requested to provide additional time for the Legislative Operating Committee to process the adoption of permanent amendments to the Law.

The extension of the emergency amendments to the Law will become effective on August 10, 2021, when the emergency amendments as adopted through BC-02-10-21-B expire, and will remain in effect for an additional six (6) month term which will end on February 10, 2022.

Requested Action

Approve the Resolution: Extension of the Emergency Amendments to the Oneida General Welfare Law

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

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BC Resolution #
Extension of the Emergency Amendments to the Oneida General Welfare Law

- 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 General Welfare law (“the Law”) was adopted by the Oneida Business Committee on an emergency basis through resolution BC-08-12-20-D, and amended on an emergency basis by resolution BC-02-10-21-B; and
- WHEREAS,** the purpose of the Law is to provide assistance on a non-taxable basis, to eligible Tribal members through approved programs that promote the general welfare of the Nation including programs designed to enhance the promotion of health, education, self-sufficiency, self-determination, and the maintenance of culture and tradition, entrepreneurship, and employment; and
- WHEREAS,** the Legislative Procedures Act authorizes the Oneida Business Committee to enact legislation on an emergency basis when legislation is necessary for the immediate preservation of the public health, safety, or general welfare of the Reservation population, and the amendment of the legislation is required sooner than would be possible under the Legislative Procedures Act; and
- WHEREAS,** the Oneida Business Committee adopted emergency amendments to the Law through resolution BC-02-10-21-B for the purpose of addressing how an approved program would be adopted by the Oneida Business Committee in an effort to allow for more flexibility and efficiency in addressing the needs of the Nation; and
- WHEREAS,** the emergency amendments to the Law revised the definition of approved program to allow an approved program to be adopted by the Oneida Business Committee through resolution or law of the Nation; and
- WHEREAS,** the Oneida Business Committee determined that the emergency adoption of these amendments to the Law were necessary for the preservation of the general welfare of the Reservation population to assist in more efficiently addressing the economic needs of the Reservation population during the public health crisis that is the COVID-19 pandemic by allowing the Nation more flexibility in establishing and operating approved programs that may provide assistance to Tribal members on a non-taxable basis through the adoption of a resolution in addition to the adoption of a law; and
- WHEREAS,** observance of the requirements under the Legislative Procedures Act for adoption of these emergency amendments was contrary to public interest; and

48 **WHEREAS,** emergency legislation is effective for a period of six (6) months, renewable for an additional
49 six (6) months by the Oneida Business Committee; and
50

51 **WHEREAS,** the emergency amendments to the Law will expire on August 10, 2021; and
52

53 **WHEREAS,** a six (6) month extension of the emergency amendments is being requested to allow for
54 the emergency amendments to remain in effect while the Legislative Operating Committee
55 develops permanent amendments to the Law; and
56

57 **NOW THEREFORE BE IT RESOLVED,** that the emergency amendments to the Oneida General Welfare
58 law are hereby extended for an additional six (6) month period, effective August 10, 2021, and shall expire
59 on February 10, 2022.
60



Statement of Effect

Extension of the Emergency Amendments to the Oneida General Welfare Law

Summary

This resolution extends the emergency amendments to the Oneida General Welfare law adopted through resolution BC-02-10-21-B for an additional six (6) months in accordance with the Legislative Procedures Act.

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

Date: July 20, 2021

Analysis by the Legislative Reference Office

This resolution extends the emergency amendments to the Oneida General Welfare law (“the Law”) for an additional six (6) month term. The purpose of the Law is to provide assistance on a non-taxable basis, to eligible Tribal members through approved programs that promote the general welfare of the Nation including programs designed to enhance the promotion of health, education, self-sufficiency, self-determination, and the maintenance of culture and tradition, entrepreneurship, and employment. [10 O.C. 1001.1-1, 1001.1-3, 1001.9-2].

Emergency amendments to the Law were adopted by the Oneida Business Committee through resolution BC-02-10-21-E for the purpose of addressing how an approved program would be adopted by the Oneida Business Committee in an effort to allow for more flexibility and efficiency in addressing the needs of the Nation. The emergency amendment to the Law revised the definition of approved program to allow an approved program to be adopted by the Oneida Business Committee through resolution or law of the Nation. [10 O.C. 1001.3-1(a)]. Previously, an approved program could only be adopted by the Oneida Business Committee through a law of the Nation.

The Legislative Procedures Act (LPA) allows the Oneida Business Committee to take emergency action where it is necessary for the immediate preservation of the public health, safety or general welfare of the Reservation population and when enactment or amendment of legislation is required sooner than would be possible under the LPA. [1 O.C. 109.9-5].

The Oneida Business Committee determined the emergency amendment to this Law was necessary for the preservation of the general welfare of the Reservation population. The emergency amendment to this Law assisted in more efficiently addressing the economic needs of the Reservation population during the public health crisis that is the COVID-19 pandemic by allowing the Nation more flexibility in establishing and operating approved programs that may provide assistance to Tribal members on a non-taxable basis through the adoption of a resolution in addition to the adoption of a law.

Additionally, the Oneida Business Committee determined observance of the requirements under the Legislative Procedures Act for the adoption of these emergency amendments was contrary to public interest since the Nation is currently experiencing the vast effects of the COVID-19 pandemic, and the process and requirements of the Legislative Procedures Act could not be completed in time to ensure that the Law could be amended to best assist members of the Nation during this COVID-19 pandemic through the development of approved programs which provide assistance to Tribal members.

The emergency amendments to the Law will expire on August 10, 2021. The Legislative Procedures Act allows the Oneida Business Committee to extend emergency amendments for a six (6) month time period. [1 O.C. 109.9-5(b)]. A six (6) month extension of the emergency amendments to the Law is being requested to provide additional time for the Legislative Operating Committee to process the adoption of permanent amendments to the Law.

The extension of the emergency amendments to the Law will become effective on August 10, 2021, when the emergency amendments as adopted through BC-02-10-21-B expire, and will remain in effect for an additional six (6) month term which will end on February 10, 2022.

Conclusion

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

Title 10. General Welfare Exclusion - Chapter 1001
ONEIDA GENERAL WELFARE

1001.1. Purpose and Policy
1001.2. Adoption, Amendment, Repeal
1001.3. Definitions
1001.4. Ratification of Prior Acts
1001.5. General Welfare Doctrine and IRS Revenue Procedure
2014-53/ Tribal General Welfare Exclusion of 2014

1001.6. Non-Recourse Designation
1001.7. Governing Law; Sovereignty
1001.8. Federal Trust Obligations
1001.9. Approved Program Guidelines

1001.1. Purpose and Policy

1001.1-1. *Purpose.* The purpose of this law is to provide assistance to eligible Tribal members. The Nation affirms hereby its sovereign right to do so on a non-taxable basis, pursuant to the principles of the General Welfare Exclusion to Indian Tribal governmental programs that provide benefits to Tribal members.

1001.1-2. The federal government through the Tribal General Welfare Exclusion Act of 2014, codified at 26 U.S.C §139E and the Internal Revenue Service, through its traditional application of the general welfare doctrine and subsequent guidance, has recognized the sovereign right of Indian tribal governments to provide financial assistance to its Tribal members under certain circumstances on a non-taxable basis.

1001.1-3. *Policy.* It is the policy of the Nation to provide assistance to Tribal members through approved programs that promote the general welfare of the Nation. This law provides a framework for approved programs to follow to ensure compliance with the General Welfare Exclusion, 26 U.S.C. §139E, and applicable Internal Revenue Service regulations or revenue procedures including I.R.S. Rev. Proc. 2014-35. Further, it is the intent of the Oneida Business Committee that all assistance provided under this law:

- (a) is available to any recipients who satisfy the program policies, subject to budgetary restraints;
- (b) is made under an approved program that does not discriminate in favor of members of the Nation's governing body;
- (c) is not provided as compensation for goods and/or services; and
- (d) is not lavish or extravagant under the facts and circumstances, as determined by the Oneida Business Committee.

1001.2. Adoption, Amendment, Repeal

1001.2-1. This law was adopted by the Oneida Business Committee on an emergency basis by resolution BC-08-12-20-D, and emergency amended by resolution BC-02-10-21-B.

1001.2-2. 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.

1001.2-3. 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.

1001.2-4. 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.

1001.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

1001.3. Definitions

1001.3-1. 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) "Approved program" means any program(s) to provide general welfare assistance that

41 is intended to qualify as non-taxable as a General Welfare Exclusion, administered under
42 specific guidelines, and is adopted by the Oneida Business Committee through resolution
43 or law of the Nation.

44 (b) "Assistance" means benefits or payments under an approved program, which are paid
45 to or on behalf of a recipient pursuant to this law, provided, that such assistance shall be
46 owed back to the Nation from the Tribal member recipient in the event the Tribal member
47 misappropriates the assistance.

48 (c) "Benefits" means any approved program assistance, including payments, which is
49 provided pursuant to this law.

50 (d) "General Test" means the criteria used to determine if any assistance or benefits
51 provided through an approved program to a recipient shall be treated as a General Welfare
52 Exclusion. The criteria of the General Test include the following:

- 53 (1) Paid on behalf of the Nation;
- 54 (2) Pursuant to an approved program;
- 55 (3) Does not discriminate in favor of members of the governing body of the Nation;
- 56 (4) Are available to any Tribal member who meets the guidelines of the approved
57 program;
- 58 (5) Are for the promotion of general welfare;
- 59 (6) Are not lavish or extravagant;
- 60 (7) Are not compensation for services; and
- 61 (8) Are not per capita payments.

62 (e) "General Welfare Exclusion" means any benefits shall be treated as non-taxable under
63 federal law so long as it satisfies the requirements for exclusion under 26 U.S.C. §139E, is
64 provided under a Safe Harbor Program listed and detailed in I.R.S. Rev. Proc. 2014-35 or
65 subsequent Internal Revenue Service procedures or regulations, or it meets the General
66 Test.

67 (f) "General welfare need" means a need, in the sole discretion of the Oneida Business
68 Committee, which shall be met to ensure the Nation's longevity as a self-governing Indian
69 nation, and includes needs in the areas of health, education, self-sufficiency, self-
70 determination, the maintenance of culture and tradition, entrepreneurship, and
71 employment.

72 (g) "Lavish" or "Extravagant" shall have the meaning determined by the Oneida Business
73 Committee in its discretion and based on the circumstances, taking into account needs
74 unique to the Nation as well as the social purpose being served by the particular assistance
75 at hand, except as otherwise may be required for compliance with final guidance issued
76 under 26 U.S.C. §139E following consultation between the Nation and the federal
77 government.

78 (h) "Nation" means the Oneida Nation.

79 (i) "Recipient" means any Tribal member entitled to receive assistance in accordance with
80 approved program requirements.

81 (j) "Tribal member" means an individual who is an enrolled member of the Nation.

82

83 **1001.4. Ratification of Prior Acts**

84 1001.4-1. This law is not to be construed as creating new general welfare assistance rights which
85 are an inherent right of Nation. Rather, this law is intended to codify existing procedures used by
86 the Nation to administer its general welfare assistance.

87 1001.4-2. Assistance provided prior to the enactment of this law is hereby ratified and confirmed
88 as general welfare assistance provided pursuant to the exercise by the Nation of its inherent tribal
89 sovereignty.
90

91 **1001.5. General Welfare Doctrine and IRS Revenue Procedure 2014-53/ Tribal General**
92 **Welfare Exclusion of 2014**

93 1001.5-1. The federal government recognizes that benefits to recipients under an approved
94 program for the promotion of the general welfare of the Nation is excludable from the gross income
95 of those recipients.

96 1001.5-2. The Internal Revenue Service, through I.R.S. Revenue Procedure 2014-35, listed and
97 detailed examples of Safe Harbor programs under which, if approved and in writing, need would
98 be presumed, and benefits would be excluded from gross income.

99 1001.5-3. Benefits authorized by this law are intended to qualify non-taxable under the principles
100 of the General Welfare Exclusion to the fullest extent permitted at law.

101 1001.5-4. Assistance authorized by this law shall be limited to funds appropriated, at the discretion
102 of the Oneida Business Committee and no matter the source of the funds. All amounts budgeted
103 by the Nation for assistance shall remain general assets of the Nation until payments are disbursed.

104 1001.5-5. Benefits are not subject to information reporting by the Nation to the Internal Revenue
105 Service.

106 1001.5-6. Without limitation, the following benefits shall be treated as non-taxable hereunder:

107 (a) Benefits that satisfy the requirements for the exemption under 26 U.S.C. §139E;

108 (b) Benefits that are provided under an IRS Safe Harbor Program listed and described in
109 I.R.S. Rev. Proc. 2014-35; or

110 (c) Benefits that qualify for exclusion under the I.R.S. General Criteria of General Welfare
111 exclusion listed in I.R.S. Rev. Proc. 2014-35, section 5.02(1).
112

113 **1001.6. Non-Recourse Designation**

114 1001.6-1. The Nation does not guarantee benefits under this law. Benefits shall not be treated as
115 a resource or asset of a recipient for any purpose; and no recipient shall have an interest in or right
116 to any funds budgeted for, or set aside for, approved programs until paid. Oneida Business
117 Committee reserves the right to cancel, adjust, modify or revoke any benefit. The approved
118 programs shall be administered at all times to avoid triggering of the doctrines of “constructive
119 receipt” and/or “economic benefit.”
120

121 **1001.7. Governing Law; Sovereignty**

122 1001.7-1. All the rights and liabilities associated with the enactment of this law, or the assistance
123 made hereunder, shall be construed and enforced according to the Nation’s laws and applicable
124 federal law. Nothing in this law or the related laws, policies, or procedures adopted for its
125 implementation, if any, shall be construed to make applicable to the Nation any laws or regulations
126 which are otherwise inapplicable to the Nation, or from which the Nation is entitled to exemption
127 because of its sovereign status.
128

129 **1001.8. Federal Trust Obligations**

130 1001.8-1. The Nation reserves the right to provide assistance in circumstances where federal
131 funding is insufficient to operate federal programs designed to benefit applicants and when federal
132 funding is insufficient to adequately and consistently fulfill federal trust obligations. The Nation's
133 adoption of its approved programs is not intended to relieve or diminish the federal government of
134 its funding and trust responsibilities. Nothing herein shall waive the Nation's right to seek funding
135 shortfalls or to enforce the trust rights of the Nation and its citizens. The Nation shall be entitled
136 to government-to-government consultation and coordination with the federal government in regard
137 to these obligations.

138

139 **1001.9. Approved Program Guidelines**

140 1001.9-1. *Nation Approved Programs*. The Oneida Business Committee shall designate approved
141 programs for which funds shall be budgeted each fiscal year, consistent with the purposes of this
142 law. Each approved program shall be consistent with the principles of the General Welfare
143 Exclusion as to purpose, eligibility, and funding.

144 1001.9-2. *Purpose of Approved Programs*. Each approved program shall be limited to purposes
145 consistent with treatment under the General Welfare Exclusion. An approved program shall be
146 established and operated to promote the general welfare of the Nation, including programs
147 designed to enhance the promotion of health, education, self-sufficiency, self-determination, and
148 the maintenance of culture and tradition, entrepreneurship, and employment.

149 1001.9-3. *Eligibility*. Assistance intended to qualify under the General Welfare Exclusion shall
150 be limited to Tribal members. Each approved program shall set forth the specific eligibility rules
151 and limitations applied to that program. Programs comprising descriptions, including eligibility
152 rules and limitations, may be presented to the Oneida Business Committee for approval in
153 accordance with this law. Programs shall be approved by the Oneida Business Committee to be
154 considered in force and effect and in accordance with this law.

155 1001.9-4. *Limited Use of Assistance Payments*. All assistance shall be used for the purpose stated
156 in the approved program description. If assistance is used or pledged for a purpose inconsistent
157 with the purpose set forth in an approved program the payment shall be deemed forfeited. The
158 Nation may secure repayment from the recipient. The Nation may seek to garnish remuneration
159 from other payments made to recipient to secure repayment of assistance under this law.

160 1001.9-5. *Anti-Alienation*. A Tribal member's benefit is not subject to anticipation, alienation,
161 sale, transfer, assignment, pledge, encumbrance, attachment or garnishment by creditors of the
162 Tribal member.

163

164 *End.*

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Emergency Adopted - BC-08-12-20-D
Emergency Amended – BC-02-10-21-B
Emergency Extended – BC-__-__-__-__

Oneida Business Committee Agenda Request

Adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until September...

1. Meeting Date Requested: 07 / 28 / 21

2. General Information:

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

Other - type reason

Agenda Header: Resolutions

Accept as Information only

Action - please describe:

Business Committee to consider extending the Public Health State of Emergency by adopting the attached resolution.

The attached resolution in written with the maximum allowed extension period (60 days). This date can be changed as determined by the Business Committee.

3. Supporting Materials

Report Resolution Contract

Other:

1. Resolution

3. Public Health Recommendation (handout)

2. Statement of Effect (handout)

4. Pro/Con info from direct reports

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Tehassi Hill, Chairman

Primary Requestor/Submitter: Melinda J. Danforth, Director of Intergovernmental Affairs & Communication
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

On March 12, 2020 the Oneida Business Committee declared a Public Health State of Emergency due to the need to slow the transmission and decrease the spread of COVID 19. The declaration has been extended fifteen times and is set to expire on July 28, 2021.

The Public Health Recommendation from Emergency Management, Oneida Health Officials and the Public Health Officer and Statement of Effect will be provided as a handout.

NOTE: The Business Committee had intended to hold a discussion on pros/cons of extending the Public Health State of Emergency at the July 20, 2021, BC work session; the work session was canceled and the discussion did not occur. The materials that were submitted for consideration at the work session are included here.

Requested Action:

1. Business Committee consider extending the Public Health State of Emergency Declaration, by adopting the attached resolution.

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 September 26, 2021**

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- 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 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; and
- WHEREAS,** 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; and
- WHEREAS,** on March 12, 2020 the Chairman declared a Public Health State of Emergency, the Oneida Business Committee took actions to take steps to protect the health and welfare of the members, employees and the community, including instituting expenditure restrictions to preserve resources for the provision of governmental services to members most at risk, closure of the Nation’s gaming operations, and insuring that employees will continue to be paid during the Public Health State of Emergency as long as the Nation’s resources will allow; and
- WHEREAS,** the Public Health State of Emergency was extended by resolutions # BC-03-26-20-A, # BC-05-06-20-A, # BC-06-10-20-A, # BC-07-08-20-A, # BC-08-06-20-A, # BC-09-09-20-A, # BC-10-08-20-A, # BC-11-10-20-A, # BC-12-09-20-D, # BC-1-07-21-A, # BC-2-10-21-A, # BC-3-10-21-D, # BC 05-12-21-A, and # 06-23-21-B; and
- WHEREAS,** the status of the COVID-19 pandemic continues to change daily with identification of hotspots occurring within certain industries and areas which are more clearly identified in the Public Health Officer Report which supports this resolution; and
- WHEREAS,** a positive test does not identify the total number of individuals who have the virus, including those who are not showing symptoms or who have isolated themselves at home because not every person is tested; and
- WHEREAS,** the COVID-19 Core Decision Making Team issued several declarations intended to protect the public health within the Oneida Reservation and updated those declarations from time

BC Resolution _____
Extension of Declaration of Public Health State of Emergency Until September 26, 2021
Page 2 of 2

44 to time as the U.S. Center of Disease Control, the Medical community and the Scientific
45 community were able to update and identify the impacts and transmission of the COVID-
46 19 virus; and
47

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

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

58 *Extension of Public Health State of Emergency Declaration*

59 **NOW THEREFORE BE IT RESOLVED,** that in accordance with section 302.8-2 of the Emergency
60 Management Law, the Oneida Business Committee extends the Public Health State of Emergency
61 declaration ending at 11:59 p.m. on September 26, 2021.

DRAFT**B. Adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until September 9, 2021**

Sponsor: Tehassi Hill, Chairman

Councilman Kirby Metoxen left at 9:17 a.m. and returned at 9:20 a.m.

Motion by Tina Danforth to deny the resolution entitled Extension of Declaration of Public Health State of Emergency Until September 9, 2021, seconded by Marie Summers. Motion failed:

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

*For the record: Secretary Lisa Liggins stated I opposed the motion to deny the resolution because I believe we do not have enough information on the unintended consequences of ending the public health state of emergency.*Motion by Lisa Liggins to adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until September 9, 2021, as amended², seconded by Jennifer Webster. Motion carried:

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

Amendment to the main motion by Tina Danforth to change September 9, 2021, to July 28, 2021, seconded by Kirby Metoxen. Motion carried:

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

Motion by Lisa Liggins to send the discussion regarding the Public Health State of Emergency, the associated declarations, the program impacts, and the need for concrete, measurable criteria for determining if another extension is needed to the July 20, 2021, BC work session; to direct all BC direct reports to submit reports which include impacts, pros and cons; to direct the General Manager to provide a report regarding programming impacts and a recommendation regarding programming; to direct the Community/Public Health Officer to provide information regarding what the concrete, measurable criteria will be moving forward for determining if another extension is needed; and that all the reports/requests be submitted to the BC work session e-mail by close of business on July 14, 2021, seconded by Jennifer Webster. Motion carried:

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

² With the approved amendment to the main motion, the resolution number/name is: 06-23-21-B Extension of Declaration of Public Health State of Emergency Until July 28, 2021

Jo Anne House, PhD | Chief Counsel
James R. Bittorf | Deputy Chief Counsel
Kelly M. McAndrews | Senior Staff Attorney

Carl J. Artman
Krystal L. John
Peggy A. Schneider
Lydia M. Witte

Law Office



MEMORANDUM

TO: Oneida Business Committee
FROM: Jo Anne House, Chief Counsel
DATE: July 12, 2021
SUBJECT: Public Health State of Emergency – Office Impacts

You have requested a report regarding the following information.

Motion...to send the discussion regarding the Public Health State of Emergency, the associated declarations, the program impacts, and the need for concrete, measurable criteria for determining if another extension is needed to the July 20, 2021, BC work session; to direct all BC direct reports to submit reports which include impacts, pros and cons; to direct the General Manager to provide a report regarding programming impacts and a recommendation regarding programming; to direct the Community/Public Health Officer to provide information regarding what the concrete, measurable criteria will be moving forward for determining if another extension is needed; and that all the reports/requests be submitted to the BC work session e-mail by close of business on July 14, 2021.

Since adoption of the public health state of emergency, the Oneida Law Office took two major actions – layoffs and telecommuting. There were two employees laid off – paralegal and attorney – the attorney has been returned to work; the paralegal position has remained vacant. We currently do not have the second paralegal position budgeted as we are watching to see what impact the vacancy has on the workload. As part of that, we have transitioned some of the more administrative duties to the office manager, my Executive Assistant.

All attorneys, except myself, remain telecommuting. The paralegal has returned to the office full time, the attorneys are physically in the office at least once a week. Because some staff have health-risk family in the house, they remain fully telecommuting. The CARES funding allowed all staff to be allocated an updated laptop and monitor for the home. This has allowed them to continue working at the same high output level prior to the pandemic.

Microsoft Teams has allowed us to meet at a regular office staff meeting, and as needed to work on projects. We have been lucky with most of the staff having some longer-term employment relationship within the office that has allowed us to continue our collaborative/teamwork style with little interruption. There have been minor issues with technology, especially in the beginning, which has been smoothed out. Telecommuting is working well for the attorneys. The paralegal has returned to the office full time because of bandwidth issues and her use of TimeMatters (our time and records management software).

Page 2

I will be continuing the hybrid work environment for staff as requested and approved by their supervisor. This is a work/life balance that I have utilized when negotiating salaries. Since the work output has continued at the same level, I do not see a need to remove this as a work option. Although, there may be a greater shift to in-office rather than telecommuting.

If you have further questions, please contact me.

Oneida Business Committee Meeting Work Session
Wednesday, July 20
General Manager Report

“Motion by Lisa Liggins to send the discussion regarding the Public Health State of Emergency (PHE), the associated declarations, the program impacts, and the need for concrete, measurable criteria for determining if another extension is needed to the July 20, 2021, BC work session; to direct all BC direct reports to submit reports which include impacts, pros and cons; to direct the General Manager to provide a report regarding programming impacts and a recommendation regarding programming; to direct the Community/Public Health Officer to provide information regarding what the concrete, measurable criteria will be moving forward for determining if another extension is needed...”

Pros	Cons
<p>Resources</p> <ul style="list-style-type: none"> No positive outcomes related to ending the PHE 	<p>Resources</p> <ul style="list-style-type: none"> Ending the PHE limits the ability of the Oneida Nation to request/access future State and Federal funding and support should pandemic concerns increase. Some existing assistance is tied to the current PHE and could expire with the expiration of the PHE. The PHE has allowed some programs and services to loosen eligibility requirements. Ending the PHE could reduce eligibility for community members who are still experiencing negative impacts related to the pandemic.
<p>Optics</p> <ul style="list-style-type: none"> No positive outcomes related to ending the PHE 	<p>Optics</p> <ul style="list-style-type: none"> Ending the PHE sends a message to the community that COVID-19 is no longer a threat. The Oneida community experiences higher rates of asthma, heart disease, diabetes, etc. and is thereby more vulnerable to COVID-19 than neighboring communities. If the PHE ends and rates increase or a new variant poses a significant threat, the community will be less accepting of reverting back to restrictions and mandates, should the restrictions be lifted.
<p>Decision Making</p> <ul style="list-style-type: none"> No positive outcomes related to ending the PHE 	<p>Decision Making</p> <ul style="list-style-type: none"> Ending the PHE limits the authority of the Public Health Officer while we are still in a pandemic. Re-opening decisions would

From: [Lisa L. Duff](#)
To: [BC Work Session](#)
Cc: [Louise C. Cornelius](#)
Subject: RE: Please send a reminder -- items to be submitted for the next BC work session
Date: Wednesday, July 14, 2021 2:54:56 PM
Attachments: [RE Gaming Telecommuting updateinput.msg](#)
[image006.png](#)
[image008.png](#)

Hello,

Attached in Gaming's reply regarding telecommuting.

The Oneida Casino has worked closing with the Oneida Health Officials with regard to gaming operations re-opening safely. We have plexi-glass dividers on the gaming floors and in the bingo hall. Masking is highly recommended for all, social distancing reminders are on the casino floors, and hand sanitizing stations are available for customers and employees. Our casinos are closed daily from 4-8 am for deep cleaning. COVID-19 vaccinations communications and incentive information have been shared via Gaming Communications.

Please let us know if you require anything further. Thank you.

Lisa L Duff

Executive Assistant to the Gaming General Manager

O: 920.429.3044 • E: lduff@oneidanation.org

P.O. Box 365 • Oneida, WI • 54155 • OneidaCasino.net



Official Casino of the Green Bay Packers

Memorandum

To: Melinda Danforth, IGAC Director
From: Candice Skenandore, Self-Governance Coordinator
Date: July 14, 2021
Re: Impacts to Self-Governance Programs Should Declaration of Public Health State of Emergency not be Extended

Candice E. Skenandore

Digitally signed by
Candice E. Skenandore
Date: 2021.07.14
13:29:45 -05'00'

On June 23, 2021, the Oneida Business Committee (OBC) made a motion that directed all OBC direct reports to submit reports to the July 20, 2021 OBC work session regarding impacts and the pros and cons of not extending the Declaration of the Public Health State of Emergency. Below are the potential impacts to the Nation's Self-Governance programs.

Background

On April 22, 2020, May, 20, 2020, August 25, 2020, and April 30, 2021 the Nation received CARES Act funding from the Bureau of Indian Affairs (BIA) through its Self-Governance Compact and Funding Agreement. The Nation received \$2,497,495 in Aid to Tribal Government, \$185,458 in General Welfare Assistance, and \$4,100 in Law Enforcement for a total amount of \$2,687,053.

On July 1, 2020, the Nation received final Frequently Asked Questions (FAQ)s regarding the Aid to Tribal Government and Welfare Assistance funds. After reviewing the FAQs, the Authority to Obligate regarding the funding, and the memorandum from the Assistance Secretary of Indian Affairs, Self-Governance, Economic Support, and the Law Office developed the BIA COVID General Assistance Program and a COVID Quarantine Assistance Program.

COVID Welfare Assistance Program

In December 2020, the Nation rolled out the BIA COVID General Assistance Program (Program) which is operated by the Economic Support staff. The purpose of this Program is to prevent, prepare for, and respond to COVID related to welfare assistance and social service programs (including assistance to individuals). These funds are used to support individuals/households impacted by job loss or reduced salary due to employer COVID decisions to furlough, reduce hours, or end employment and the applicant does not qualify for unemployment or other emergency assistance resources.

Since mid-December, this Program has assisted ten (10) different applicants that have received funding. Due to the strict income guidelines, other forms of assistance, and extra Federal Unemployment Assistance, many applicants do not qualify for this Program. When the Federal Unemployment Assistance ends, it is expected that more applicants will be eligible. In the seven (7) months that this Program has been active, \$19,416.30 has been expended directly to applicants. Those allocations are in addition to the regular Oneida General Welfare Assistance (BIA Relief for Needy Native Americans) Program.

Below is the breakdown by month:

MONTH	# of APPLICANTS	TOTAL FUNDING
December 2020	7	\$5,127.30
January 2021	0	\$0.00
February 2021	4	\$4,212.00
March 2021	4	\$4,212.00
April 2021	0	\$0.00
May 2021	3	\$4,459.00
June 2021	2	\$2,506.00
TOTAL THROUGH JUNE 2021	10	\$19,416.30

For FY2021, the regular Oneida General Welfare Assistance Program has expended \$51,072.93 for grants-in-aid (non-COVID related applicants). Only \$14,064.00 of those benefits were covered by BIA Self-Governance funds.

Below are the annual costs of the regular Oneida General Welfare Assistance Program:

Fiscal Year	Total Expended	BIA Self-Governance Allocation
2021 YTD	\$51,072.93	\$14,064.00
2020	\$35,670.00	\$19,180.00
2019	\$19,660.00	\$14,422.00
2018	\$24,900.00	\$14,383.08
2017	\$15,578.56	\$11,566.92

In accordance with Authority to Obligate, the Term of Eligibility for relief funds are available:

- a. No more than six (6) months from the date of the ASIA approved waiver memorandum;
- b. Through the end of COVID emergency;** or
- c. Through the date applicant is returned to work status and receives first paycheck; or
- d. Until the funds distributed to the servicing Tribe are exhausted.

On December 23, 2020, Self-Governance presented the BIA COVID General Assistance Program Standard Operating Procedure (SOP) to the OBC. Because the BIA did not identify when the end of COVID emergency is, when drafting the SOP, we stated that OBC would determine the end of the COVID emergency. The SOP provides that Program funds are only available through the end of COVID emergency as determined by the Nation's Oneida Business Committee [See *BIA COVID General Assistance SOP*, 6.4.2].

If the OBC decides to end the Declaration, this program will go away. Eliminating the BIA COVID General Assistance Program could impact the Oneida General Welfare Assistance Program in that those participants may seek assistance from Welfare Assistance. There is limited funding available in the Welfare Assistance Program and tribal contribution is used to make up for the shortfall. It should also be noted that the COVID unemployment benefits expire in September and if they are not renewed, more participants may be seeking assistance. This could result in the need for additional tribal contribution, ending assistance, or a combination of both.

COVID Quarantine Assistance Program

This program began in February 2021 and was developed after learning of a need Economic Support saw with applicants that were being temporarily impacted by COVID but did not qualify for assistance. The purpose of this Program is to assist Tribal members with essential costs for unpaid time due to an unexpected leave from employment due to COVID illness, required quarantining, or temporary closure of their workplace due to COVID. The intent of these payments is to prevent homelessness, utility disconnections and/or loss of resources to maintain employment. The funds are authorized for use to support individuals/households impacted by employment interruption due to mandated quarantining or positive COVID test result or temporary closure of their place of employment due to COVID when the applicant exhausts or is not offered paid time off from their employer. The delivery of the Program is only to assist applicants who have been actively employed within the last thirty (30) days.

Since the Program's inception, the Nation assisted eight (8) different individuals/households for a total amount of \$5,334.75.

MONTH	# of APPLICANTS	FUNDING AMOUNT
February	1	\$590.47
March	1	\$611.28
April	3	\$1,633.00
May	2	\$1,400.00
June	1	\$700
July	1	\$700
TOTAL THROUGH JULY 13	9 applicants/8 different	\$5,334.75

The Program SOP includes the same language regarding the availability of funding as the BIA COVID General Assistance Program, stating that the OBC will determine the end of the COVID emergency. This program was developed by Economic Support, Self-Governance, and the Law Office to address the needs of some clients that are temporarily impacted by COVID. This program is unique to the Nation and is not operated pursuant to federal laws or regulations. The funding to operate this program comes from the CARES Act Aid to Tribal Government and must be used to prevent, prepare for, and respond to COVID. If the OBC decides not to renew the Declaration, the Program SOP could be amended to allow this program to continue or the Program could cease to exist. The funds used to operate this Program can be reallocated to other COVID related activities such as broadband expansion, personal protective equipment, food distribution, housing, etc.

Other Impacts

When requests are made to use BIA CARES Act funds, Self-Governance provides written responses on the allowable use of these funds. When justifying the expenses, Self-Governance typically refers to the Declaration. This is to ensure the Nation is protected during any potential audit(s). If the Declaration is not extended, it may make it more difficult to justify the use of these funds.

Discussion on The Extension of Declaration of Public Health State Of Emergency

June 28, 2021

AGENDA:

1. Review of SOPs impacted if the Public Health State of Emergency ends.
2. Discuss impacts (pros and cons) of the continuation/termination of the Public Health State of Emergency.

TO DO'S:

1. Geraldine – email Peggy and ask if:
 - a. COVID-19 Paid Time Off SOP is contingent upon BC Resolution 11-24-20-F and if that resolute still stands if the Public Health State of Emergency goes away?
 - b. COVID-19 Face Coverings SOP is contingent upon BC Resolution 6-9-21-C and if that resolution is null after the expiration of the Public Health State of Emergency?
2. ALL – Send Geraldine an email if you have more ideas on pros/cons, etc.

NOTES:

Topic #1: Review Tribe-Wide SOPs Impacted by expiration of Public Health State of Emergency:

- COVID-19 Telecommuting SOP (replace by Telecommuting SOP)
 - No longer in effect
- Telecommuting SOP
 - Stays in place. Not tied to the pandemic, was written with the intention for giving parameters for telecommuting for any reason.
- COVID-19 Emergency Time Off (Expired)
 - Expired April 10, 2020.
- COVID-19 Tier V Emergency Layoff (Expired)
 - Expired at the conclusion of the layoff period.
- COVID-19 Temperature Check and Screening SOP
 - Gaming specific, not Tribe-wide.
- COVID-19 Workplace Health Pre-screening
 - Terminates upon expiration of the Public Health State of Emergency
- COVID-19 Face Coverings
 - Terminates upon expiration of the Public Health State of Emergency ONLY IF BC Resolution 6-9-21-C (*Face Masks Updated--COVID-19 Pandemic*) becomes null.
- COVID-19 Pandemic Pay
 - Concluded after the disbursement of payments (end of 2020).
- COVID-19 Paid Time Off
 - Stays pending legal review.
- Automatic extension of the grievance timelines goes away (in original notice).
 - Ends at the conclusion of the Public Health State of Emergency (communicated to the organization by Memo from HRD).

Topic #2: Impacts (Pros/Cons) of ending/extending the Public Health State of Emergency

- We're operating with less staff but the same amount of work while still being closed.
- If the doors reopen, we will be doing more work without an increase of staff.
- Potential increase in for risk of exposure to customer-facing positions.
- This also leads to an increase of stress and anxiety in the workplace and for specific people.

- Teams meetings will likely continue to occur regardless of continuation/expiration of state of emergency.
- More meetings are held in the virtual environment (getting together is easier).
- Potential for more people applying for jobs as the doors open (already at record highs).
- Funding:
 - HR doesn't specifically receive funding from COVID stimulus legislation, but our customers do and it may have an impact on the work they do, which ultimately impacts the work we do.
- Transition period from state of emergency to no state of emergency.... how do we do this safely or ensure that everything is addressed rather than simply eliminate the state of emergency and everything that goes with it.
- Will HRD be able to implement certain standards from a safety perspective to ensure that the workplace continues to be a safe place?
- Lack of public health emergency may lead to an uptick of customers, but it may also drive others away for concern that safety measures aren't being taken.
- Most of the other business are essentially back to normal. If we are not back to normal will that limit who walks in our doors?
- How/can we continue to respect employees/customers wishes who want to continue wearing a mask.



Oneida Nation
Office of Emergency Management
 2783 Freedom Road, Oneida WI 54155
 o-920-869-6650, c-920-366-0411
kgresham@oneidanation.org

TO: Oneida Business Committee
 FM: Emergency Management
 REF: Impact Report for Declaration of Public Health State of Emergency expiration
 Date: July 12, 2021

General Overview:

The Emergency Management Department works to ensure the Oneida Nation is in a constant state of readiness using efforts focusing on preparedness, mitigation, response and recovery. Coordinating and cooperating with numerous divisions and departments within the Tribal organization as well as differing jurisdictional response agencies/entities EM focuses on providing a coordinated timely response to emergencies and/or disasters that threaten the life safety of community members, the environment and/or assets of the Oneida Nation. Through a shared vision of coordination and cooperation emergency/disaster plans have been developed using shared principles of response initiatives; EM is the go-between for response agencies/entities of the Oneida Nation and the surrounding jurisdictions when an emergency/disaster occurs, that affects the Oneida Nation or the Oneida Community.

Executive Summary:

The purpose of this report is to provide impact updates from the Emergency Management Department should the Nation choose to end the Declared Public Health State of Emergency on July 28, 2021.

It is the opinion of the Emergency Management Department that the Public Health State of Emergency should continue for as long as employees and Community members of the Oneida Nation are still being impacted by the effects of the COVID 19 Virus. The Nation's Declaration of a Public Health State of Emergency provides the Nation the ability to obtain Resources, both physical and financial, from sources that are not customarily available to the Nation when the Declaration is not in place.

The Nation's Public Health State of Emergency does not prevent the Nation from going back to 100% occupancy in the Nation's workplace, it does not prevent the Nation from holding in-person meetings, it does not prevent the Nation from having GTC meetings or having a Pow-wow. What the Declaration does do, is give the Nation the authority to make decisions through policies and developed procedures on how to conduct these types of events. Having the Declaration in place gives the Nation the broad authority to determine how to bring people back to work, how to re-open our buildings, enlist parameters we want to set for conducting day to day business, all while keeping the safety of our employees and Community members at the forefront of those decisions.

The Declaration made by the Nation provides that Nation the broad authority to implement policies and develop procedures to assist in responding to the effects of the COVID

19 Virus. The Nation will continue to have the opportunity to request resources from both the State and Federal Governments should we need them while under the Declared Emergency. It is the opinion of the Emergency Management Department that since there are still so many unanswered questions about the true and prolonged effects of the COVID 19 Virus, and now the variant strains of the virus, it is imperative for the Nation to extend the Public Health State of Emergency Declaration for the full length of its ability.

The Emergency Management Department is not directly involved with all areas of the Nation that have been able to access funding streams as a result of the Declaration. Therefore, the EM Department cannot speak to the full financial impacts, nor any potential unintended ripple effects that could occur within the Oneida Nation Organization with the ending of the Nation's Declaration.

It is Emergency Management's suggestion that the Public Health State of Emergency Declaration be continue indefinitely. Emergency Management sees several cons in letting the Public Health State of Emergency expire, mainly that we will lose the broad authority to make decisions on how to respond within our Community and for our employees while we are still experiencing a worldwide Pandemic. Should the Declaration be allowed to expire and the variant strain of COVID 19 impact the Oneida Nation Community and employees, to the level that the COVID 19 Virus did, it could be more difficult to access the resources that will be needed quickly and another Declaration will need to be made.

Should the Public Health State of Emergency Declaration be allowed to expire, plans will need to be made and adopted that state how we role back building occupancy, implement policies and safety protocols for working/building conditions, and what standards are going to be used to determine building use and access should any future outbreaks occur. Allowing the Public Health State of Emergency Declaration to expire means that all the plans and orders that have been developed and adopted based on the Declaration of Emergency are no longer in effect.

Emergency Management suggests that continuing to review CDC guidelines, looking at the number of COVID 19 cases active in the community, and the number of individuals vaccinated can be used as measurement tools when developing the necessary protective plans and measures going forward. Emergency Management does not support using these measurement tools to determine when the Public Health State of Emergency Declaration should be allowed to expire.

There is no language in the Declaration of the Public Health State of Emergency that limits or restricts the activities or functions of the Oneida Nation. The adopted Safer at Home Order and Safer Re-Opening Plans included/s language which places restrictions and limits on activities that occur within the Reservation boundaries. If it is the pleasure of the Oneida Business Committee to change, up-date and/or relax the current limitations or restrictions in the Safer at Home Order or the Safer Re-Opening Plan, Emergency Management encourages the OBC to review and make changes to the Safer at Home Order and/or the Safer Re-Opening Plan. It is with strong emphasis that the Emergency Management Department suggests that the Oneida Business Committee extend the Declaration of the Public Health State of Emergency for as long as the Emergency Management Law - Chapter 302 allows.

----- End of Report -----

Kaylynn Gresham
Director Emergency Management
Oneida Nation



To: Oneida Business Committee
From: Katsi Danforth, Security Director
Date: July 14, 2021
Subject: Response to Public Health State of Emergency Information

As requested, please see my response and information for telecommuting use by employees and an extension of Public Health State of Emergency.

In the early weeks in which COVID started to impact the Nation (March/April 2020), four security administration employees telecommuted. When the Oneida Casino reopened their doors to guests on May 26, 2020, the need for employees to telecommute was minimal for the Security Department.

The pros, when telecommuting, was that you had the ability to limit the number of people you were exposed to, essentially knowing you were safe while still performing your job duties.

The cons, when telecommuting, was internet issues, sound quality issues, lack of connection with employees, and limited resources (laptops).

Security, much like many other departments within the nation, have adopted to the changes, and an extension of the Public Health State of Emergency would have minimal impact to their current job duties and responsibilities.

The pros of an extension would ensure the continuance of employee and guest safety.

The cons of extending the Public Health State of Emergency is that it wouldn't be consistent with local municipalities orders, or the State has caused Oneida Casino guests to be frustrated with Security's job enforcement.

Cc: File

On Jul 14, 2021, at 3:59 PM, James J. Petitjean
<jpetitje@oneidanation.org> wrote:

<image001.gif>

Hi Lisa,

We do not see any impact to the operations. All stores are 100% open and none of the employees commute. Does the BC require me a memo to that effect? I can still contribute to the discussion but there is no impact to our operations.

Thank you,

James

From: BC_Work_Session <BC_Work_Session@oneidanation.org>

Sent: Wednesday, July 14, 2021 2:36 PM

To: BC Direct Reports

Subject: FW: Please send a reminder -- items to be submitted for the next BC work session

Good Afternoon BC Direct Reports,

This is a reminder to please see the following motions made at the June 23rd Regular BC meeting, the minutes are attached with the motions on pages 3 and 4. There was a directive for BC Direct Reports to submit materials for two topics (extension of Public health State of Emergency AND telecommuting) to the BC_Work_Session@oneidanation.org email address by close of business on 7/14/2021.

<image002.jpg>

<image004.jpg>

Yaw^ko

<2021 06 23 BC Minutes DRAFT.pdf>

<cdanfor4@oneidanation.org>; Daniel P. Guzman <dguzman@oneidanation.org>;
David P. Jordan <djordan1@oneidanation.org>; Ethel M. Summers
<esummer1@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>;
Kirby W. Metoxen <KMETOX@oneidanation.org>; Lisa A. Liggins
<lliggins@oneidanation.org>; Tehassi Tasi Hill <thill7@oneidanation.org>

Subject: FW: Please send a reminder -- items to be submitted for the next BC work session

Good Afternoon BC Direct Reports,

This is a reminder to please see the following motions made at the June 23rd Regular BC meeting, the minutes are attached with the motions on pages 3 and 4. There was a directive for BC Direct Reports to submit materials for two topics (extension of Public health State of Emergency AND telecommuting) to the BC_Work_Session@oneidanation.org email address by close of busines on 7/14/2021.

<image002.jpg>

<image004.jpg>

Yaw^ko

<2021_06_23_BC_Minutes_DRAFT.pdf>

Accept the June 3, 2021, regular Community Development Planning Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 07/28/21

2. General Information:

Session: Open Executive – must qualify under §107.4-1.

Justification: *Choose reason for Executive.*

3. Supporting Documents:

- | | | |
|---|--|---|
| <input type="checkbox"/> Bylaws | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Contract Document(s) | <input type="checkbox"/> Law | <input type="checkbox"/> Report |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Legal Review | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Draft GTC Notice | <input checked="" type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

- | | | |
|--|--|-------------------------------------|
| <input type="checkbox"/> Budgeted | <input type="checkbox"/> Budgeted – Grant Funded | <input type="checkbox"/> Unbudgeted |
| <input checked="" type="checkbox"/> Not Applicable | <input type="checkbox"/> Other: <i>Describe</i> | |

5. Submission:

Authorized Sponsor: Brandon Stevens, Vice-Chairman

Primary Requestor: Brooke Doxtator, BCC Supervisor

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: BDOXTAT1

Community Development Planning Committee



Regular Meeting
9:00 a.m. Thursday, June 3, 2021
Teleconference

Minutes

Regular Meeting

Present: Chairman Brandon Stevens, Vice Chairman Daniel Guzman King, Members: Tehassi Hill, Kirby Metoxen, Marie Summers

Others Present: Larry Barton, Nancy Barton, Jacque Boyle, Brooke Doxtator, Kristal Hill, Jeffrey House, David P. Jordan, Rhiannon Metoxen, Justin Nishimoto, Troy Parr, Mark W. Powless, Nicole Rommel, Danelle Wilson, Paul Witek

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Chairman Brandon Stevens at 9:03 a.m.

II. ADOPT THE AGENDA

Motion by Marie Summers to adopt the agenda, seconded by Kirby Metoxen. Motion carries.

Ayes: Daniel Guzman King, Tehassi Hill, Kirby Metoxen, Marie Summers

III. MEETING MINUTES

A. Approve May 6, 2021 Meeting Minutes

Sponsor: Brandon Stevens

Motion by Marie Summers to approve the May 6, 2021 meeting minutes, seconded by Tehassi Hill. Motion carries.

Ayes: Daniel Guzman King, Tehassi Hill, Kirby Metoxen, Marie Summers

Item VI.A. addressed next

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

Tehassi Hill left at 10:27 a.m.

Tehassi Hill returned at 10:30 a.m.

Kirby Metoxen left at 10:38 a.m.

Kirby Metoxen returned at 10:44 a.m.

A. Determine next steps regarding Tiny Homes

Sponsor: Brandon Stevens

Motion by Daniel Guzman to schedule a CDPC work session to further discuss housing needs and work towards the development of a strategic plan, seconded by Marie Summers. Motion carries.

Ayes: Daniel Guzman King, Tehassi Hill, Kirby Metoxen, Marie Summers

VI. STANDING UPDATES**A. CEMETERY (9:00 AM)****1. Accept Oneida Nation Burial Ground Maintenance and Utilization Report**

Sponsor: Pat Pelky

Motion by Kirby Metoxen to accept the Oneida Nation Burial Ground maintenance and utilization report, seconded by Tehassi Hill. Motion carries.

Ayes: Daniel Guzman King, Tehassi Hill, Kirby Metoxen, Marie Summers

2. Accept #14-002 Cemetery Improvement Project Status Report

Sponsor: Jacquie Boyle

Motion by Tehassi Hill to accept the #14-002 cemetery improvement project status report, seconded by Marie Summers. Motion carries.

Ayes: Daniel Guzman King, Tehassi Hill, Kirby Metoxen, Marie Summers

Item V.A. addressed next

VII. ADJOURNMENT

Motion by Marie Summers to adjourn at 11:01 a.m., seconded by Daniel Guzman King. Motion carries.

Ayes: Daniel Guzman King, Tehassi Hill, Kirby Metoxen, Marie Summers

Minutes prepared by Brooke Doxtator, Boards, Committees, and Commissions Supervisor
Minutes approved as presented/corrected on July 8, 2021.



Brandon Stevens, Chair
Community Development Planning Committee

Oneida Business Committee Agenda Request

Accept the July 6, 2021, regular Finance Committee meeting minutes

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

BC to accept the Finance Committee Meeting Minutes of July 6, 2021

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: Denise Vigue, Executive Assistant to the CFO /Finance Administration
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



INTERNAL MEMO

TO: Finance Committee
FR: Denise J. Vigue, Executive Assistant to the CFO &
Finance Committee Support /Contact
DT: July 6, 2021
RE: E-Poll Results - FC Meeting Minutes of July 6, 2021

An E-Poll vote of the Finance Committee was conducted to approve the Finance Committee meeting minutes of July 6, 2021. The E-Poll and minutes were sent out and concluded today. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority of 4 FC members voting to approve the July 6, 2021 Finance Committee Meeting Minutes. FC Members voting included: Kirby Metoxen, Larry Barton Patrick Stensloff & Chad Fuss. Jennifer Webster was excused.

These Finance Committee Minutes of July 6, 2021 will be placed on the next Finance Committee agenda to acknowledge this E-Poll action. Per the FC By-Laws all Minutes of the FC will be submitted to the Secretary's Office once a month for BC acceptance.

E-Polls of the Finance Committee meeting minutes is part of the FC By-Laws and approval conducted per the FC SOP's on Electronic Voting.



FINANCE COMMITTEE

REGULAR MEETING

July 6, 2021 ▪ Time: 9:00 A.M

Via Microsoft Teams

REGULAR MEETING MINUTES

FC MEMBERS PRESENT (Via Teams):

Cristina Danforth, Treasurer/FC Chair
 Kirby Metoxen, BC Council Member
 Patrick Stensloff, Purchasing Director

Larry Barton, CFO/FC Vice-Chair
 Chad Fuss, Asst. Gaming CFO

FC MEMBERS EXCUSED: Jennifer Webster, BC Council Member

OTHERS PRESENT (Via Teams): Amy Spears, Carla Witkowski, Sharon Mousseau, Linda Jenkins, Lynn Schmidt, Justin Nishimoto, Wanda Diemel, Michelle Myers, Debra J. Danforth, David Emerson, Cheryl Aliskwet Ellis, Tim Skenandore and Denise J. Vigue, taking notes

I. CALL TO ORDER: The FC Regular Meeting was called to order by the FC Chair at 9:02 A.M.

II. APPROVAL OF AGENDA: JULY 6, 2021

Motion by Larry Barton to approve the July 6, 2021 FC Meeting Agenda. Seconded by Chad Fuss. Motion carried unanimously.

III. MINUTES: JUNE 14, 2021 (Approved via E-Poll on 6/14/21):

Motion by Patrick Stensloff to acknowledge the FC E-Poll action taken on Jun. 14, 2021 approving the Jun. 14, 2021 Finance Committee Meeting Minutes. Seconded by Larry Barton. Kirby Metoxen abstained. Motion carried.

IV. SPECIAL E-POLL: (Approved via E-Poll on 6/14/21):

1. Direct Care Therapy Services, Inc.-PO Increase **Amount: \$20,000.00**
 Carla Witkowski, BIA/Oneida Early Intervention

Motion by Patrick Stensloff to acknowledge the FC Special E-Poll action taken on Jun. 14, 2021 approving the request from BIA/Oneida Early Intervention for a PO increase with Direct Care Therapy Services in the amount of \$20,000.00. Seconded by Larry Barton. Kirby Metoxen abstained. Motion carried.

V. TABLED BUSINESS: None

VI. CAPITAL EXPENDITURES:

- 1. Mission Support Services-Master Construction Agmt** **Amount: \$216,318.86**
Nathan Mauforth & Tim Skenandore, Gaming Facilities

There was some discussion on the multi-year agreement as well as the contract being signed before approval; amount is for FY2021; Tim can make sure the contract is updated and resigned following this approval.

Motion by Larry Barton to approve the Gaming Capital Expenditure with Mission Support Services for FY21 for annual Parking Garage maintenance and repairs in the amount of \$216,318.86. Seconded by Kirby Metoxen. Motion carried unanimously.

VII. NEW BUSINESS:

- 1. Reinhart Food Service** **Amount: \$300,000.**
Sharon Mousseau, ONES

Sharon explained this is a sole source funded through DPI that includes breakfast, lunch and snacks for the FY21-22 school year.

Motion by Larry Barton to approve this request with Reinhart Food Service for meals for the 2021-2022 school year in the amount of \$300,000.00. Seconded by Patrick Stensloff. Motion carried unanimously.

- 2. Brain Power Wellness Training** **Amount: \$150,000.**
Sharon Mousseau, ONES

This was training for the staff, students and parents that was interrupted by closures last year; this is for the continuation of that training, it is also a sole source request.

Motion by Patrick Stensloff to approve this request with Brain Power Wellness for wellness training in the amount of \$150,000.00. Seconded by Larry Barton. Motion carried unanimously.

- 3. Direct Care Therapy Services, Inc. FY21-22** **Amount: \$110,000.**
Carla Witkowski, BIA/Oneida Early Intervention

Carla explained this for a speech therapist for the FY21-22 year and federal funding is being used.

Motion by Kirby Metoxen to approve this request with Direct Care Therapy Services, Inc. for the 2021-2022 school year in the amount of \$110,000.00. Seconded by Larry Barton. Motion carried unanimously.

4. EIKON GAMING – Free Trial & Master Lease Agreement

David Emerson, Gaming Slots

David noted this is a new vendor so their process is to try out the machines in a free trial first and if they are profitable next year they will be purchased.

Motion by Kirby Metoxen to approve this request with Eikon Gaming for the Master Lease Agreement and the free trial games. Seconded by Patrick Stensloff. Motion carried unanimously.

5. Bellin Health-Unity Campaign Co-Branding Amount: \$100,299.33

Michelle Myers, Consolidated Health Services – OHC

Michelle explained this is for our portion of a coordinated campaign with partners Bellin and Prevea Health for the public health promotion in the media for getting Covid vaccinations.

Motion by Kirby Metoxen to approve this request with Bellin Health for the Unity Campaign Co-Branding with Bellin and Prevea Health in the amount of \$100,299.33. Seconded by Patrick Stensloff. Motion carried unanimously.

6. Hologric Software Upgrade Amount: \$194,189.

Jeffery Carlson, Consolidated Health Services – OHC

Lynn Schmidt was on the virtual call and explained this is an upgrade from 2 to 3D to the Health Center's Mammography machine that will provide better service to patients; this is a budgeted item.

Motion by Larry Barton to approve this request with Holographic for a Software Upgrade in the amount of \$194,189.00. Seconded by Chad Fuss. Motion carried unanimously.

7. VVS Holding Corp – Software Support & Maintenance Amount: \$230,428.20

Debra Danforth, Comprehensive Health Operations

Lynn noted this is for the Health Center to continue use of their patient care and billing records system; this is also a budgeted item.

Motion by Patrick Stensloff to approve this request with VVS Holding Corp for software support and maintenance in the amount of \$230,428.20. Seconded by Larry Barton. Motion carried unanimously.

VII. COMMUNITY FUND:**Report:****1. Monthly Community Fund Update for July 2021**

Denise J. Vigue, Executive Assistant to the CFO

Motion by Chad Fuss to approve the Community Funds Update Report for July 2021. Seconded by Kirby Metoxen. Motion carried unanimously.

Requests:

- 1. Woodland Indian Art Show & Market** **Amount: 25 Cases**
Aliskwet Ellis, WIASM Volunteer

Motion by Larry Barton to approve from the Community Fund the request for 25 cases of Coca-Cola products for use at the Woodland Indian Arts Show and Market. Seconded by Kirby Metoxen. Motion carried unanimously.

IX. EXECUTIVE SESSION: None

X. ADMINISTRATIVE /INTERNAL: None

XI. FOLLOW UP: None

XII. FOR INFORMATION ONLY:

Tina announced at the beginning of the meeting that there will be one more FC virtual meeting for this month and beginning with the Aug. 2nd meeting all FC meetings will be in person.

XIII. ADJOURN: Motion by Patrick Stensloff to adjourn. Seconded by Kirby Metoxen. Motion carried unanimously. Time: 9:24 A.M.

Minutes submitted by:
Denise J. Vigue, Executive Assistant to the CFO
& Finance Committee Contact/Recording Secretary

Finance Committee Approval Date of Minutes via E-Poll: July 6, 2021

Oneida Business Committee Agenda Request

Accept the July 19, 2021, regular Finance Committee meeting minutes

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

BC to accept the Finance Committee Meeting Minutes of July 19, 2021

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: Denise Vigue, Executive Assistant to the CFO /Finance Administration
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



INTERNAL MEMO

TO: Finance Committee
FR: Denise J. Vigue, Executive Assistant to the CFO &
Finance Committee Support /Contact
DT: July 19, 2021
RE: E-Poll Results - FC Meeting Minutes of July 19, 2021

An E-Poll vote of the Finance Committee was conducted to approve the Finance Committee meeting minutes of July 19, 2021. The E-Poll and minutes were sent out and concluded today. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority of 4 FC members voting to approve the July 6, 2021 Finance Committee Meeting Minutes. FC Members voting included: Jennifer Webster, RaLinda Ninham-Lamberies, Patrick Stensloff & Louise Cornelius. Kirby Metoxen and Cristina Danforth were excused; Larry Barton Chaired the meeting

These Finance Committee Minutes of July 19, 2021 will be placed on the next Finance Committee agenda to acknowledge this E-Poll action. Per the FC By-Laws all Minutes of the FC will be submitted to the Secretary's Office once a month for Council acceptance.

E-Polls of the Finance Committee meeting minutes is part of the FC By-Laws and approval conducted per the FC SOP's on Electronic Voting.



FINANCE COMMITTEE

REGULAR MEETING

July 19, 2021 ▪ Time: 9:00 A.M

Via Microsoft Teams

REGULAR MEETING MINUTES

FC MEMBERS PRESENT (Via Teams):

Larry Barton, CFO/FC Vice-Chair

Jennifer Webster, BC Council Member

Patrick Stensloff, Purchasing Director

RaLinda Ninham Lamberies, Asst. CFO

Louise Cornelius, GGM

FC MEMBERS EXCUSED: Cristina Danforth, Treasurer/FC Chair, Kirby Metoxen, BC Council Member & Chad Fuss, Asst. Gaming CFO

OTHERS PRESENT (Via Teams): Alexa Priddy, Nathan Mauforth, Paul Witek, Jason Doxtator, Sharon Mousseau, Ian Nishimoto, Amy Spears and Denise J. Vigue, taking notes

I. CALL TO ORDER: The FC Regular Meeting was called to order by the FC Vice-Chair at 9:00 A.M.

II. APPROVAL OF AGENDA: JULY 19, 2021

Motion by Patrick Stensloff to approve the July 19, 2021 FC Meeting Agenda. Seconded by Jennifer Webster. Motion carried unanimously.

III. MINUTES: JULY 6, 2021 (Approved via E-Poll on 7/6/21):

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on 7/6/21 approving the July 6, 2021 Finance Committee Meeting Minutes. Seconded by Patrick Stensloff. Motion carried unanimously.

IV. TABLED BUSINESS: None

V. CAPITAL EXPENDITURES:

1. Great Lakes Roofing Corp.

Amount: \$470,500.

Nathan Mauforth & Tim Skenandore, Gaming Facilities

Nathan explained this is the normal lifecycle replacement of the roof at the Main Casino; noted not the lowest bid, but with material shortages only bidder who would agree on a completion date.

Motion by Patrick Stensloff to approve the Gaming Capital Expenditure for the Main Casino Roof Replacement by Great Lakes Roofing Corporation in the amount of \$470,500.00. Seconded by Jennifer Webster. Motion carried unanimously.

2. Advance Construction, Inc. Project #14-002 CIP Amount: \$190,000.

Paul Witek, Dev. Division-Engineering

Paul noted this is for continued work on the cemetery project; this would cover expense of the sub-drainage piping to control groundwater elevations and regrade designated area and lawn care; vendor also has done previous work on this project so is familiar with what is needed.

Motion by Patrick Stensloff to approve the Gaming Capital Expenditure with Advance Construction, Inc. (CIP Project #14-002-Phase IV) for cemetery improvements in the amount of \$190,000.00. Seconded by Jennifer Webster. Motion carried unanimously.

For the Record: The Chair noted project work was bid out to seven bidders, only two submitted bids.

VI. NEW BUSINESS:

1. Lamers Bus Lines – 21/22 School Year Amount: \$425,000.

Sharon Mousseau, ONES

Sharon noted most of the expenses covered with Bureau funding; bus service for the 21-22 school year, only vendor used since opening & knows all the routes; cost calculated from mileage from previous year.

Motion by Jennifer Webster to approve the request with Lamers Bus Lines for transporting students in the 21/22 school year in the amount of \$425,000.00. Seconded by Patrick Stensloff. Motion carried unanimously.

For the Record: Jenny noted in the future this service needs to go through the 3-bid process.

2. Late ADD: Rabbit Communications, LLC Amount: \$70,000.

Jason Doxtator, MIS

Jason noted this is a consulting contract to determine best way to get broadband on the reservation and to assist with submission of grant application for this purpose; vendor has previous experience working with tribes; self-governance funds to be used.

Motion by Jennifer Webster to approve the request with Rabbit Communications, LLC for telecommunications consulting in the amount of \$70,000.00. Seconded by Patrick Stensloff. Motion carried unanimously.

For the Record: Chair requested a written narrative documenting need for sole source.

VII. DONATIONS:**Report:****1. Monthly Donation Update Report for July 2021**

Denise J. Vigue, Executive Assistant to the CFO
& Finance Committee Contact /Support

Motion by Jennifer Webster to approve the FC Donations Update Report for July 2021.
Seconded by Patrick Stensloff. Motion carried unanimously.

Requests:**1. Exceptional Equestrians - Trail Sponsor/Programming Amount: \$2,500.**

Requester: Aaron Guitner

Motion by Jennifer Webster to approve from the Finance Committee's Donation line the Request from Exceptional Equestrians for trail sponsorship and programming in the amount of \$2,500.00. Seconded by Patrick Stensloff. Motion carried unanimously.

2. Woodland Indian Art Show & Market – Event Sponsor Amount: \$2,500.

Requester: Aliskwet Ellis, WIASM Volunteer

Motion by Jennifer Webster to approve from the Finance Committee's Donation line the request from Woodland Indian Arts, Inc in the amount of \$2,500.00 for sponsorship at this year's Woodland Indian Art Show and Market. Seconded by Patrick Stensloff. Motion carried unanimously.

3. 32nd Annual CP Auction- Event Sponsor Amount: \$2,500.

Requester: Alexa Priddy, CP Annual Giving Coord.

Motion by Jennifer Webster to approve from the Finance Committee's Donation line the request from Cerebral Palsy, Inc for event sponsorship at the 32nd Annual CF Auction noting event is in October (FY22). Seconded by Patrick Stensloff. Motion carried unanimously.

VIII. EXECUTIVE SESSION: None**IX. ADMINISTRATIVE /INTERNAL: None****X. FOLLOW UP: None****XI. FOR INFORMATION ONLY: None****XII. ADJOURN: Motion by Patrick Stensloff to adjourn. Seconded by Jennifer Webster. Motion carried unanimously. Time: 9:23 A.M.**

Minutes submitted by:

Denise J. Vigue, Executive Assistant to the CFO
& Finance Committee Contact/Recording Secretary

Finance Committee Approval Date of Minutes via E-Poll: July 19, 2021

Oneida Business Committee Agenda Request

Accept the July 7, 2021, regular Legislative Operating Committee meeting minutes

1. Meeting Date Requested: 7 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Accept the July 7, 2021 Legislative Operating Committee meeting minutes

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: Clorissa N. Santiago, LRO Senior Staff Attorney
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES
 Oneida Business Committee Conference Room-2nd Floor Norbert Hill Center
 July 7, 2021
 9:00 a.m.

Present: David P. Jordan, Kirby Metoxen, Marie Summers, Daniel Guzman King

Excused: Jennifer Webster

Others Present: Clorissa N. Santiago, Kristal Hill, Brooke Doxtator, Rhiannon Metoxen, Lawrence Barton, Justin Nishimoto (Microsoft Teams), Eric Boulanger (Microsoft Teams), Amy Spears (Microsoft Teams), Trina Schuyler (Microsoft Teams), Michelle Braaten (Microsoft Teams), Reynold Danforth (Microsoft Teams), Tina Jorgenson (Microsoft Teams), Rae Skenandore (Microsoft Teams), Kaylynn Gresham (Microsoft Teams).

I. Call to Order and Approval of the Agenda

David P. Jordan called the July 7, 2021, Legislative Operating Committee meeting to order at 9:00 a.m.

Motion by Marie Summers to adopt the agenda as is; seconded by Daniel Guzman King. Motion carried unanimously.

II. Minutes to be Approved

1. June 2, 2021 LOC Meeting Minutes

Motion by Marie Summers to approve the June 2, 2021 LOC meeting minutes and forward to the Oneida Business Committee; seconded by Daniel Guzman King. Motion carried unanimously.

III. Current Business

1. Public Peace Law

Motion by Daniel Guzman King to accept the public comments and the public comment review memorandum, and forward to a work session for further consideration; seconded by Marie Summers. Motion carried unanimously.

2. Oneida General Welfare Law Amendments

Motion by Marie Summers to accept public comments that were received for the Oneida General Welfare law amendments question, "Should assistance provided by an approved program under the Oneida General Welfare law be subject to attachment or garnishment?"; seconded by Daniel Guzman King. Motion carried unanimously.

IV. New Submissions

1. Land Use Regulation Reimbursement Policy Repeal

Motion by Marie Summers to add the Land Use Regulation Reimbursement Policy repeal to the Active Files List with Kirby Metoxen as the sponsor; seconded by Kirby Metoxen. Motion carried unanimously.

V. Additions



VI. Administrative Items

VII. Executive Session

VIII. Adjourn

Motion by Daniel Guzman King to adjourn at 9:23 a.m.; seconded by Marie Summers.
Motion carried unanimously.

Accept the May 20, 2021, regular Quality of Life Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 07/28/21

2. General Information:

Session: Open Executive – must qualify under §107.4-1.
 Justification: *Choose reason for Executive.*

3. Supporting Documents:

- | | | |
|---|--|---|
| <input type="checkbox"/> Bylaws | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Contract Document(s) | <input type="checkbox"/> Law | <input type="checkbox"/> Report |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Legal Review | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Draft GTC Notice | <input checked="" type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

- | | | |
|--|--|-------------------------------------|
| <input type="checkbox"/> Budgeted | <input type="checkbox"/> Budgeted – Grant Funded | <input type="checkbox"/> Unbudgeted |
| <input checked="" type="checkbox"/> Not Applicable | <input type="checkbox"/> Other: <i>Describe</i> | |

5. Submission:

Authorized Sponsor: Marie Summers, Councilwoman

Primary Requestor: Brooke Doxtator, BCC Supervisor

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: BDOXTAT1



Quality of Life Committee

Regular Meeting
9:00 a.m. Thursday, May 20, 2021
Teleconference

Minutes

Present: Chair Marie Summers, Vice-Chair Daniel Guzman King, Alternate Kirby Metoxen

Not Present: Tehassi Hill

Arrived at: Brandon Stevens arrived at 9:03 a.m.

Others Present: Eric Boulanger, Leslie Doxtator, Brooke Doxtator, Renita Hernandez, Kristal Hill, Tina Jorgensen, Mari Kriescher, RC Metoxen, Vanessa Miller, Michelle Myers, Joann Ninham, Justin Nishimoto, Melissa Nuthals, Patrick Pelky, Mark W. Powless, Rae Skenandore, Cheryl Stevens, Debra Valentino;

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Marie Summers at 9:01 a.m.

II. APPROVAL OF THE AGENDA

Motion by Kirby Metoxen to adopt the agenda, seconded by Daniel Guzman King. Motion carried unanimously:

Ayes: Daniel Guzman King, Kirby Metoxen

III. APPROVAL OF MEETING MINUTES

A. April 15, 2021 Quality of Life Meeting Minutes – Aliskwet Ellis

Motion by Daniel Guzman King to approve the April 15, 2021 Quality of Life meeting minutes, seconded by Kirby Metoxen. Motion carried unanimously:

Ayes: Daniel Guzman King, Kirby Metoxen

Brandon Stevens arrived at 9:03 a.m.

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

A. Accept the Kunhi-yo Healing Event Flyer as information – Mari Kriescher

Motion by Daniel Guzman King to accept the discussion as information, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Daniel Guzman King, Kirby Metoxen, Brandon Stevens

VI. REPORTS**A. Accept the Tribal Action Plan report – Renita Hernandez**

Motion by Brandon Stevens to accept the Tribal Action report, seconded by Daniel Guzman King. Motion carried unanimously:

Ayes: Daniel Guzman King, Kirby Metoxen, Brandon Stevens

B. Accept the Recreation Integration report – Tina Jorgenson

Motion by Daniel Guzman King to accept the Recreation Integration report, seconded by Kirby Metoxen. Motion carried unanimously:

Ayes: Daniel Guzman King, Kirby Metoxen, Brandon Stevens

VII. ADDITIONS**VIII. ADJOURN**

Motion by Daniel Guzman King to adjourn at 10:13 a.m., seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Daniel Guzman King, Kirby Metoxen, Brandon Stevens

Minutes prepared by Brooke Doxtator, Boards, Committees, and Commissions Supervisor
Minutes approved as presented/corrected on June 17, 2021.

Accept the June 17, 2021, regular Quality of Life Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 07/28/21

2. General Information:

Session: Open Executive – must qualify under §107.4-1.
 Justification: *Choose reason for Executive.*

3. Supporting Documents:

- | | | |
|---|--|---|
| <input type="checkbox"/> Bylaws | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Contract Document(s) | <input type="checkbox"/> Law | <input type="checkbox"/> Report |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Legal Review | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Draft GTC Notice | <input checked="" type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

- | | | |
|--|--|-------------------------------------|
| <input type="checkbox"/> Budgeted | <input type="checkbox"/> Budgeted – Grant Funded | <input type="checkbox"/> Unbudgeted |
| <input checked="" type="checkbox"/> Not Applicable | <input type="checkbox"/> Other: <i>Describe</i> | |

5. Submission:

Authorized Sponsor: Marie Summers, Councilwoman

Primary Requestor: Brooke Doxtator

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: BDOXTAT1



Quality of Life Committee

Regular Meeting
9:00 a.m. Thursday, June 17, 2021
Teleconference

Minutes

Present: Chair Marie Summers, Vice-Chair Daniel Guzman King, Brandon Stevens,

Not Present: Tehassi Hill

Others Present: Jacque Boyle, Robert Brown, Craig Clausen, Debra Danforth Tsyoshaht Delgado, Leslie Doxtator, Brooke Doxtator, Renita Hernandez, Kristal Hill, Tina Jorgenson, Michelle Myers, Joann Ninham, Justin Nishimoto, Melissa Nuthals, Patrick Pelky, Mark W. Powless, Amy Spears, Artley Skenandore Jr., Rae Skenandore, Ravinder Vir, Danelle Wilson

I. CALL TO ORDER AND ROLL CALL

Meeting called to order by Chair Marie Summers at 9:00 a.m.

II. APPROVAL OF THE AGENDA

Motion by Brandon Stevens to adopt the agenda, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, Brandon Stevens

III. APPROVAL OF MEETING MINUTES

A. Approve May 20, 2021, regular Quality of Life Meeting Minutes

Sponsor: Brooke Doxtator

Motion by Brandon Stevens to approve the May 20, 2021, regular Quality of Life meeting minutes, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, Brandon Stevens

IV. UNFINISHED BUSINESS

V. NEW BUSINESS

VI. REPORTS

A. Accept Cultural Heritage report and support reorganization plan

Sponsor: Tina Jorgenson

Motion by Brandon Stevens to accept Cultural Heritage report and support reorganization plan, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, Brandon Stevens

B. Accept the Tribal Action Plan report

Sponsor: Renita Hernandez

Motion by Daniel Guzman King to accept Tribal Action Plan report, seconded by Brandon Stevens.
Motion carried:

Ayes: Daniel Guzman King, Brandon Stevens

C. Accept Zero Suicide report

Sponsor: Mari Kreischer

Motion by Brandon Stevens to accept Zero Suicide report, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, Brandon Stevens

D. Accept Environmental Issues report

Sponsor: Patrick Pelky

Motion by Daniel Guzman King to accept Environmental Issues report, seconded by Brandon Stevens.
Motion carried unanimously:

Ayes: Daniel Guzman King, Brandon Stevens

E. Accept Food Security report

Sponsor: Patrick Pelky

Motion by Brandon Stevens to accept Food Security report, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, Brandon Stevens

VII. ADDITIONS**VIII. ADJOURN**

Motion by Brandon Stevens to adjourn at 10:29 a.m., seconded by Daniel Guzman King. Motion carried:
Ayes: Daniel Guzman King, Brandon Stevens

Minutes prepared by Brooke Doxtator, Boards, Committees, and Commissions Supervisor
Minutes approved as presented/corrected on July 15, 2021.

Accept the demolitions report

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 07 / 28 / 21

2. General Information:

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

[Empty dropdown menu]

Agenda Header: Unfinished Business

[Dropdown menu containing 'Unfinished Business']

[] Accept as Information only

[X] Action - please describe:

Approve report requested by the Business Committee on the details of the homes/garages recommended for demolition.

3. Supporting Materials

[X] Report [] Resolution [] Contract

[] Other:

1. Spreadsheet including specifics on each home

3. [Empty text box]

2. Document including history of each home

4. [Empty text box]

[] Business Committee signature required

4. Budget Information

[X] Budgeted - Tribal Contribution [] Budgeted - Grant Funded [] Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Mark W. Powless

Digitally signed by Mark W. Powless
Date: 2021.07.20 17:24:23 -05'00'



Primary Requestor/Submitter:

Jacque Boyle

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

Submitting documentation as requested by the Business Committee motion:

"Direct the GM to bring back on open session, historical information on the properties providing information on the value, losses, and any other financial information and direct the GM to bring back a plan for the demolitions including timelines, future uses, and anticipated completion dates."

- 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

Business Committee Meeting - Demolition status of Homes

Parcel ID	Fixed Asset Information	Address	Location	Land Status	Site/home purchase price	Remaining Book Value from Accounting	Date Acquired	Land Commission approved demo	Planned demo completion date	Structure approved for demo	Brief Description	Future Use
HB-723	FA#A8182-100	4045 Hillcrest Dr	Hobart	Fee	\$683,000	\$39,512	1/19/2018	8/13/2018	Sept 2021	house/garage	Land purchase; buildings had no value	HBO
170051700	FA#A8154	N7890 Cooper Rd	Oneida	Fee	\$1,036,640		6/1/2017	1/14/2019	Sept 2021	house	Land purchase; buildings had no value	Vacant
170215000	FA#8319-1	N6522 Cty Rd E	Oneida	Trust	\$32,500	\$16,151	10/2/2000	6/24/2019	Sept 2021	house	Home was a rental	Agriculture
170223400	FA#A8210-100	W132 Service Rd	Oneida	Fee	\$83,000	\$0	11/13/2018	5/10/2021	Sept 2021	garage	Garage by old Post office	Vacant
HB-863-1	FA#A8123	2621 Dorn Ct	Hobart	Fee	\$840,000		5/2/2016	1/25/2016	March 2022	house/garage	Land purchase; buildings had no value	Commercial
HB-753	FA#8194-600	3703 Hillcrest Dr	Hobart	Trust	\$600,000	\$32,161	1/31/1996	1/14/2019	March 2022	house/barn	Leased to Cultural Heritage	Culture Park
HB-726-1	FA#A8184-100	1156 Riverdale	Hobart	Fee	\$113,200		1/19/2018	Aug 2021	March 2022	house	Land Purchase; Home minimal value	HBO
HB-726	FA#A8185-100	1160 Riverdale	Hobart	Fee	\$105,200		1/19/2018	Aug 2021	March 2022	house	Land Purchase; Home minimal value	HBO
6H-1125-5	FA#8201-100	2686 West Point Rd	Green Bay	Trust	\$92,000	\$5,514	7/7/1995	Aug 2021	June 2022	house	Home was a rental	HBO
170106400	FA#8307-100	W2458 Cty Rd EE	Oneida	Trust	\$357,775	\$16,432	8/30/2000	Aug 2021	June 2022	house	Land Purchase; home was a rental	HBO
HB-1428-B	FA#8195-100	894 Riverdale Drive	Hobart	Trust	\$377,000	\$167,321	12/29/1995	Aug 2021	June 2022	house	Land Purchase; home initially leased	HBO
HB-335	FA#A8094-200	1200 Orlando Drive	Hobart	Fee	\$400,000	\$45,072	8/5/2013	Aug 2021	June 2022	house/garage		Commercial
HB-861	FA#7030	3140 Jonas Cir	Hobart	Trust	\$75,000		10/23/2019	Aug 2021	August 2022	house	CHD Mortgage Foreclosure	HBO
HB-1304-2	FA#7008	2908 Commissioner	Hobart	Trust	\$0	\$0	7/15/2020	Aug 2021	August 2022	house	Lease cancelled; home with CHD	HBO
170212107		W386 Crook Rd	Oneida	Trust	\$95,000		8/11/2020	Aug 2021	August 2022	house	CHD Mortgage Foreclosure	HBO

Actions that Impacted the Demo Activities

9-8-10 BC Resolution

Local Land Use Regulation Reimbursement Policy (LLURP)

1-2-18 LC motion

Motion by Lloyd Powless Jr. that HBO sites will [(not)*typo in minutes] be offered in Green Bay or Hobart unless they are in trust until further notice or recommendation from staff; seconded by Julie Barton. Motion carried.

03-15-2020 Covid Related Priorities

Reduced workforce, elimination of budgets

10-01-2020 FY'21 Budget

1. BC resolution to use Community and Econ Development Funding
2. FY'21 CIP Budget allocation for #07-009 Building demolitions was activated 06/23/21

06-02-21 Applefest Litigation

Demos in Hobart on hold until Applefest litigation completed and direction given by Law Office on how to proceed

Background information on Homes recommended for Demolition

4045 Hillcrest Drive

Buildings had no value when Land Management acquired the property at a purchase price of \$12,285 per acre.

N7890 Cooper Rd

Buildings had no value when Land Management acquired the property. There is a 452 sq. ft home with holding tanks and a quonset hut on site.

N6522 Cty Rd E

The rent recovered on this home was \$86,000.

W132 Service Road

This is the location of the old post office. The home and garage were booked at a total value of \$30,000. A tree fell on the garage this past Spring and demo is recommended of the garage.

2621 Dorn Court

Demo was determined prior to the acquisition and there was a \$10,000 allowance.

3703 Hillcrest Drive

This home was on the site which was purchased by Land Management for the purposes of controlling development on the property. The home was used by Cultural Heritage as their offices. In an initiative to move departments from homes being used as offices, Cultural Heritage moved to the Social Services cottages. This site was considered for a One Stop at one time. There are major erosion issues from the hill behind the home which causes water issues in the basement of the home. Fiber Optic runs from this home to 3757 Hillcrest home (Language House) which is being evaluated for decision on long term use.

1156 Riverdale

In FY 2018, per external home inspection, the estimated repairs were \$31,350 to \$44,150. In August of 2019, the home was appraised at \$30,000.

1160 Riverdale

In FY 2018, per external home inspection, the estimated repairs were \$31,350 to \$44,150. In August of 2019, the home was appraised at \$32,000.

(The 2 homes at 1156 and 1160 Riverdale were part of a plan where 200 plus homes were going to be built on Riverdale and Hillcrest Dr.)

2686 West Point Rd

This has been a rental since 1995 and was last occupied in August of 2018. Upon inspection it was found to be extremely outdated and had a respectful amount of tenant damage. It was in a condition of requiring more renovation investment than the value of the unit.

W2458 Cty Rd EE

The home was included in 142 acre land purchase. This a 97 year old farmhouse that was a rental for 20 years and last occupied July of 2013. In 2017 the construction bid for repairs on the home were \$78,575. There is a Zoning issue on the property due to the shed and septic being located next to the barn. The previous remodeling work and construction of additions on the home would require extensive remodeling to bring it to current code requirements.

3140 Jonas Cir

In 2020, per external home inspection, the estimated repairs were \$29,500 to \$39,200.

2908 Commissioner St

This home was part of the OHA Mutual Help Home Ownership Program dating back to the late 1960's and early 1970's. The original program recipient received the conveyed home and later sold it privately. The secondary owners occupied the unit until 2014. The unit was inspected by Zoning and deemed uninhabitable.

W386 Crook Rd

This home was an individual trust foreclosure. There is a timeframe for an appeal process to occur after a foreclosure and disposition is on hold until that timeframe has passed. In 2020, per external home inspection, the estimated repairs were \$32,500 to \$41,725. A quote in March 2020 from a contractor to perform the work identified in the home inspection was \$124,146 and an additional \$4,200 to install sheathing on exterior walls as it appeared there was none. In comparison, the quote to demolish by the contractor was \$16,120.

894 Riverdale Drive

This home was originally used by the Communications Department as their office location. When Communications moved out, it became a Dream home and was valued at \$218,000. In March of 2020, per home inspection, the repairs were estimated at \$58,755 - \$87,210. In February 2021 the remodeling costs were estimated at \$445,500.

1200 Orlando Drive

The home and the garage were valued at \$145,000 upon purchase. This was previously a rental property. Land Management advertised to have it moved, but there was no success in receiving bids. This home sits on a site that is zoned Light Industrial and will be a busy corner once the new bridge in De Pere is completed.

Enter e-poll results into the record regarding the approved travel request for Councilman Kirby Metoxen to

Business Committee Agenda Request

1. Meeting Date Requested: 07/28/21

2. General Information:

Session: Open Executive – must qualify under §107.4-1.
Justification: *Choose reason for Executive.*

3. Supporting Documents:

- Bylaws
- Fiscal Impact Statement
- Presentation
- Contract Document(s)
- Law
- Report
- Correspondence
- Legal Review
- Resolution
- Draft GTC Notice
- Minutes
- Rule (adoption packet)
- Draft GTC Packet
- MOU/MOA
- Statement of Effect
- E-poll results/back-up
- Petition
- Travel Documents
- Other: *Describe*

4. Budget Information:

- Budgeted
- Budgeted – Grant Funded
- Unbudgeted
- Not Applicable
- Other: *Describe*

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: LLIGGINS

From: Secretary
Sent: Friday, July 9, 2021 7:46 AM
To: Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; Lisa A. Liggins; Daniel P. Guzman; David P. Jordan; Kirby W. Metoxen; Ethel M. Summers; Jennifer A. Webster; BC_Agenda_Requests
Cc: Secretary; Kristal E. Hill; Rhiannon R. Metoxen; Danelle A. Wilson
Subject: E-POLL RESULTS: Approve Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention, July 19-22, Las Vegas, NV to be reimbursed by NATOW
Attachments: E-POLL REQUEST: Approve Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention, July 19-22, Las Vegas, NV to be reimbursed by NATOW

E-POLL RESULTS

The e-poll to Approve Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention, July 19-22, Las Vegas, NV to be reimbursed by NATOW, **has carried.** As of the deadline, below are the results:

Support: Tina Danforth, Daniel Guzman, David P. Jordan, Lisa Liggins, Brandon Stevens, Marie Summers, and Jennifer Webster.

Yaw^ko,

Chad Wilson,
Senior Information Management Specialist
Business Committee Support Office
920.869.4478

P.O. Box 365
Oneida, WI 54155-0365
oneida-nsn.gov

“The best way to predict the future is to create it.” – Abraham Lincoln
“In every deliberation, we must consider the impact on the seventh generation...” – Haudenosaunee Great Law

From: Secretary
Sent: Wednesday, July 7, 2021 10:34 PM
To: Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; Lisa A. Liggins; Daniel P. Guzman; David P. Jordan; Kirby W. Metoxen; Ethel M. Summers; Jennifer A. Webster
Cc: Secretary; Kristal E. Hill; Rhiannon R. Metoxen; Danelle A. Wilson
Subject: E-POLL REQUEST: Approve Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention, July 19-22, Las Vegas, NV to be reimbursed by NATOW
Attachments: 20210707142822261.pdf
Importance: High

E-POLL REQUEST

Summary: NATOW has extended an invitation to Councilman, Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention from July 19-22, 2021 in Las Vegas, Nevada. Travel expenses will be reimbursed by NATOW, to include airfare, hotel and per diem for the duration of the conference. Since the conference concludes at 3 p.m. on July 22, NATOW will also reimburse for the night of the 22nd. **Travel costs are reimbursed by NATOW.*

Justification for E-Poll: Kirby Metoxen received the NATOW invitation on July 6th, 2021. Next BC Meeting is July 14, 2021 leaving insufficient amount of time to make travel arrangements.

Requested Action: Approve Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention, July 19-22, Las Vegas, NV to be reimbursed by NATOW.

Deadline for response:

Responses are due no later than **4:30 p.m., Thursday, July 8, 2021.**

Voting:

1. Use the voting button above, if available; OR
2. Reply with "Support" or "Oppose".

Yaw^ko,

Chad Wilson,
Senior Information Management Specialist
Business Committee Support Office
920.869.4478

P.O. Box 365

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 07 / 14 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

E-POLL REQUEST
Requested Action: Approve Councilman Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention, July 18-22, Las Vegas, NV to be reimbursed by Native American Tourism of Wisconsin (NATOW).

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:

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

NATOW has extended an invitation to Councilman, Kirby Metoxn to attend the National Indian Gaming Tradeshow & Convention from July 19-23, 2021 in Las Vegas, Nevada.

Travel expenses will be reimbursed by NATOW, to include airfare, hotel and per diem for the duration of the conference. Since the conference concludes at 3 p.m. on July 22, NATOW will also reimburse for the night of the 22nd.

E-poll request Justification: Kirby Metoxen recieved the NATOW invitation on July 6th, 2021. Next BC Meeting is July 14, 2021 leaving insufficiant amount of time to make travel arrangements.

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

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

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

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 07 / 14 / 21 e-poll requested

2. General Information:

Event Name: National Indian Gaming Tradeshow & Convention

Event Location: Las Vegas, NV Attendee(s): Kirby Metoxen ▼

Departure Date: July 19, 2021 Attendee(s): ▼

Return Date: July 23, 2021 Attendee(s): ▼

3. Budget Information:

Funds available in individual travel budget(s)

Unbudgeted

Grant Funded or Reimbursed

Cost Estimate: 0

4. Justification:

Describe the justification of this Travel Request:

NATOW has extended an invitation to Councilman, Kirby Metoxen to attend the National Indian Gaming Tradeshow & Convention from July 19-22, 2021 in Las Vegas, Nevada.

Travel expenses will be reimbursed by NATOW, to include airfare, hotel and per diem for the duration of the conference. (NATOW Memo attached)

E-poll request Justification: Kirby Metoxen received the NATOW invitation on July 6th, 2021. Next BC Meeting is July 14, 2021 leaving insufficient amount of time to make travel arrangements.

5. Submission

Sponsor: Kirby Metoxen, Councilmember ▼

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



July 6, 2021

Councilman Kirby Metoxen
Oneida Nation of Wisconsin
N7210 Seminary Rd.
Green Bay, WI 54155

Re: NIGA Attendance

Dear Councilman Metoxen:

Per our board meeting this morning, we are extending an invitation for you to attend the 2021 National Indian Gaming Association conference from July 19-22 in Las Vegas, Nevada.

As a part of your attendance, your travel expenses will be reimbursed by NATOW, to include airfare, hotel and per diem for the duration of the conference. Please see the attached travel reimbursement form from GLITC for your travel plans.

Additionally, you will also receive conference registration at no cost to you.

If you have any questions, please don't hesitate to reach out.

Thank you for your continued support for NATOW and we look forward to seeing you at this year's NIGA conference.

Respectfully,

A handwritten signature in black ink, appearing to read 'Suzette Brewer', is written over the typed name.

Suzette Brewer
Executive Director

Kristal E. Hill

From: Suzette Brewer <suzettebrewer@gmail.com>
Sent: Wednesday, July 7, 2021 1:38 PM
To: Kristal E. Hill
Subject: Re: FW: NIGA Request and Reimbursement Form

Good afternoon, Kristal:

Since GLITC is our fiscal agent under our state contract, we follow their travel policies, so here are a couple of clarifications:

1. We can only reimburse for rates established by the State of Wisconsin for per diems (a combined daily rate of \$55) and hotel government rates re: locations. We do not reimburse at fed rates under the GSA.
2. We will reimburse whichever entity pays for the travel, as long as all receipts are included in the travel reimbursement. Whichever card is used is up to Kirby.
3. We do reimburse for checked luggage, with receipts.
4. Since the conference concludes at 3 p.m. on Thursday, we can reimburse for the night of the 22nd.

I hope this answers your questions.

Thank you and have a great rest of your day!

Respectfully,

Suzette

On Wed, Jul 7, 2021 at 10:15 AM Kristal E. Hill <khill@oneidanation.org> wrote:

Hello Suzette,

I will be arranging Kirby's travel to NIGA. Would it be easier to reimburse Kirby personally or the Oneida Nation's as this will guide me on who's card to utilize.

Also, would checked luggage expenses be reimbursed?

Thank you for your time.

Kristal Hill

Executive Assistant, Oneida Business Committee



SEARCH



SHOW INFO EDUCATION EVENTS EXHIBITOR INFO HOTEL MEDIA

REGISTER TODAY!

Home > Education & Events

EVENT SCHEDULE

The 2021 event schedule will continue to be updated as we get closer to the event. Please check back often for updates.

*Times and dates subject to change

Monday, July 19, 2021	Event
10:00 AM - 5:00 PM	Registration
12:00 PM - 5:00 PM	Monday Conference Sessions
5:30 PM	Chairman's Welcome Reception, in conjunction with RES: Reservation Economic Summit
Tuesday, July 20, 2021	Event
7:30 AM - 6:00 PM	Registration
8:00 AM - 5:00 PM	Commissioner Certification Training
8:30 AM - 11:30 AM	NIGA Annual Meeting
9:00 AM - 5:00 PM	Native American Arts & Crafts Booths Open
9:00 AM - 5:30 PM	Conference Sessions Sponsored By:  
12:45 PM - 2:00 PM	Chairman's Leadership Awards Luncheon Featuring Special Honorees

Wednesday, July 21, 2021	Event
8:00 AM - 5:00 PM	Registration Open
8:00 AM - 5:00 PM	Commissioner Certification Training
8:00 AM - 5:00 PM	Cannabis Certification Session <i>Separate registration required</i> - does not include access to workshops, meetings or tradeshow floor.
9:00 AM - 5:00 PM	Native American Arts & Crafts Booths Open
9:45 AM	Tradeshow Ribbon Cutting
10:00 AM - 4:00 PM	National Indian Gaming Association's 8 th Annual Giveaway Event <i>*Bulova will also be doing a giveaway for eligible attendees.</i>
10:00 AM - 5:00 PM	Tradeshow Floor Open
11:00 AM - 4:00 PM	Chairman's Lounge Presentations & Showcase Education Sessions
3:30 PM - 5:30 PM	



AGEM Cocktail Reception	
	
Thursday, July 22, 2021	Event
8:00 AM - 12:00 PM	Commissioner Certification Training
8:00 AM - 3:00 PM	Registration
9:00 AM - 3:00 PM	Native American Arts & Crafts Booths Open
10:00 AM - 3:00 PM	Tradeshow Floor Open
10:00 AM - 3:00 PM	National Indian Gaming Association's 8 th Annual Giveaway Event *Bulova will also be doing a giveaway for eligible attendees.
11:00 AM - 3:00 PM	Chairman's Lounge Presentations & Showcase Education Sessions



Endorsed by:



Oneida Business Committee Agenda Request

Approve the Big Bear Media request to post one (1) tribal contribution funded Mail Clerk

1. Meeting Date Requested: 07 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve the Big Bear Media request to post one (1) tribal contribution funded Mail Clerk

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: Mark W. Powless, General Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Michelle M. Danforth-Anderson

From: Melanie H. Burkhart
Sent: Tuesday, June 29, 2021 3:35 PM
To: Michelle M. Danforth-Anderson
Subject: FW: Request to fill a grant funded position
Attachments: Request to Fill a Grant Funded Position.docx

Hi Michelle,

I spoke to Geraldine and she said to use this form, just note that it is NOT grant funded but TC funded. Then you submit all the other forms also that are noted on this form. It should go to Mark first for approval and then to Larry and Geraldine.

From: Geraldine R. Danforth <GDANFOR1@oneidanation.org>
Sent: Tuesday, June 29, 2021 3:25 PM
To: Melanie H. Burkhart <mburkhar@oneidanation.org>
Subject: Request to fill a grant funded position

yaw^?kó· (Thank you!)

Geraldine R. Danforth
Human Resources Area Manager
Skenandoah Complex
909 Packerland Drive
(920)496-7358



A GOOD MIND. A GOOD HEART. A STRONG FIRE.

The information contained in this e-mail is confidential and privileged. If you are not the intended recipient, please be advised that any use, copying, or dissemination of this information is prohibited. Please destroy this e-mail and immediately notify us of the erroneous transmission.

Oneida Nation
 PO Box 365 • Oneida, WI 5455-0365
 oneida-nsn.gov



Request to Fill a Grant-Funded position

For new, 100% Grant funded positions only! *NOTE: TC FUNDED

INSTRUCTIONS:

1. Complete this form
2. Submit it along with any supporting documents to the Chief Financial Officer (lbarton@oneidanation.org); Cc the HRD Area Manager (gdanfor1@oneidanation.org)

a. Required supporting documents:

- Job Description
- Re-entry Training
- Safety Plan
- Workforce Level Assessment.

Mark W.
Powless

Digitally signed by Mark W. Powless
 Date: 2021.07.01 08:33:17 -05'00'

3. Chief Financial Officer will review and submit a recommendation to the requestor and the HRD Area Manager.
4. HRD Area Manager will submit the request to the BC for consideration (BC Agenda or E-poll).

TYPE OF REQUEST:	NEW POSITION			
DEPARTMENT:				
COST:	Weekly Personnel Cost: 498.00	Fringe/Indirect Cost: 46.5% 231.57	Total Weekly Cost: 729.59	Need for remainder for FY-21: Continuous
# OF EMPLOYEES:	1FTE			
TITLE:	Mail Center Clerk			
POSITION NUMBER:	514			
DATE NEEDED:	ASAP			
RECALL PROCEDURE USED:	Pending approval of this request			
TRIBAL PREFERENCE USED:	YES / NO / N/A	Explanation:		
NARRATIVE/JUSTIFICATION:	Workflow continues to increase monthly in the entire building of Big Bear Media. Other staff are now unable to assist with the high volume of pieces of mail/media needed to be processed. Currently, 1 Clerk having medical difficulties that may result in an interruption of service with a GTC mailing slated for July. \$715K savings under postage will support the cost of this position.			

¹ Please see resolve #4 of resolution BC-11-24-20-F.

APPLY IN PERSON AT:

Human Resource Department
909 Packerland
Green Bay, WI 54303



ONEIDA

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

OR MAIL TO

Human Resource Department
P.O. Box 365
Oneida, WI 54155-0365
Phone: (920) 496-7900
Fax: (920) 496-7490
Job Line: 1-800-236-7050

POSITION TITLE: Mail Clerk
POSITION NUMBER: 00514
DEPARTMENT: Mail Center
LOCATION: 2701 West Mason St Green Bay WI
DIVISION: Internal Services
RESPONSIBLE TO: Office Manager
SALARY: NE3 \$11.58/Hr (NEGOTIABLE DEPENDING ON EDUCATION & EXPERIENCE)
(Employees will receive 5% below the negotiated pay rate during their probationary status.)
CLASSIFICATION: Non-Exempt
POSTING DATE: March 8, 2018
CLOSING DATE: Until Filled
Transfer Deadline: March 15, 2018
Proposed Start Date: As Soon As Possible

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Oneida Nation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability status in employment or the provision of services. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

POSITION SUMMARY

Ensure that mail services are provided effectively and efficiently to the Oneida Nation. Collect, sort and deliver all incoming and outgoing mail daily from the US Post Office to the Oneida Nation. Receive and ship all packages, processing of all bulk mailings, invariable data according to the US Postal regulations. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Sort and deliver all incoming and outgoing mail while maintaining and updating the database for postage.
2. Assist Oneida Printing with mail list processing cvx/xcel files through the Connect Right system including sorting and mailing variable data.
3. Operate various postal software including; Connect 1000 Meter Machine, Postal One, Address Right Pro, USPS Dashboard, UPS software and various equipment including Tabbing Machine, Address Right Pro Printer, and various machines and/or equipment.
4. Perform minor repairs and routine maintenance on equipment, notifies supervisor of any machine malfunctions.
5. Drive the mail van for routes, to Departments and the U.S. Post Office, and to maintenance garage for routine maintenance. Receive and deliver packages, while obtaining the best cost effective way.
6. Provide customers with information and assistance on U.S. Postal rules and regulations and various mailing policies and procedures. Collaborate with Printing to ensure mail pieces being printed meets U.S. Postal Standards.
7. Collaborate with team, supervisor and other tribal operations on route changes; problems and promote operational efficiencies.
8. Update monthly reports and validate usage by department.
9. Monitor funds for meter machine and U.S. Bulk funds, notifies supervisor when funds are getting low.
10. Maintain inventory of postal supplies.
11. Contribute to the team effort for operational performance, efficiencies and professional and positive environment.
12. Perform various duties for the Oneida Print Shop and mail center.
13. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
14. Maintain strict department security, confidentiality, and quality to meet professional standards of the department.
15. The above duties and responsibilities are not an all inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently sit; reach with hands and arms; and talk, hear, and walk. Occasionally stand; and stoop, kneel, crouch, or crawl, lift and/or move up to fifty (50) pounds.

JOB DESCRIPTION

Mail Clerk

Page 2

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT(Cont.):

2. Work is generally performed in a mail office setting with a moderate to loud noise level and daily exposure to outdoor weather conditions, fumes, dust and chemical solutions.
3. A Tuberculosis (TB) Screening and/or TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Knowledge of department organization, functions, objectives, policies and procedures.
2. Skill in operating various word-processing, spreadsheets, database and postal software programs in a Windows environment.
3. Ability to exercise independent judgment.
4. Ability to multi-task, analyze and trouble shoot problems.
5. Ability to interact and maintain good working relationships with individuals of varying social and cultural backgrounds.
6. Ability to work independently and meet strict time lines.
7. Ability to communicate efficiently and effectively both verbally and in writing.
8. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
9. Must be willing and able to obtain additional education and training.
10. Must pass a pre-employment drug screening. Must adhere to the Oneida Nation Drug and Alcohol Free Workplace Policy during the course of employment.
11. Must pass a background security check with the Oneida Nation in order to meet the Employment Eligibility Requirements, Tribal/State Compact and/or Oneida Nation Gaming Ordinance as they pertain to the position. A temporary license or Gaming License issued by the Oneida Gaming Commission is required as a condition of employment and continuing employment within the Oneida Nation Gaming Division.
12. A valid, non-probationary driver's license or occupational driver's license, reliable transportation, and insurance are required. Must obtain a Wisconsin non-probationary driver's license or occupational driver's license within thirty (30) days of employment if applicant has an out-of-state driver's license. Must be authorized as eligible to operate a Tribal vehicle under the Oneida Nation's Vehicle Driver Certification and Fleet Management Policy prior to actual start date. Must maintain driver's eligibility as a condition of employment.

PREFERRED QUALIFICATIONS:

Applicants please clearly state on the application/resume if you meet these qualifications.

1. Knowledge of postal supplies and equipment.
2. Knowledge of bulk mailing process, procedures and technology.
3. Ability to sort and distribute mail including variable data, bulk mailing and packages for shipment.
4. Ability to cross train in print shop operations to include assisting operations related to mailings.
5. Ability to understand variable data work flow from printing to mailing.

MINIMUM QUALIFICATIONS:

Applicants please clearly state how you meet these qualifications on the application/resume.

1. **Must be an enrolled Member of the Oneida Tribe of Indians of Wisconsin.**
2. High School Diploma, HSED Diploma or GED Certification; applicants age fifty (50) and older are exempt from this requirement.

ITEMS TO BE SUBMITTED:

1. **Must provide a copy of diploma, license, degree or certification upon employment.**

MGMT	DIV	BU	DEPT	JOB #	POSITION TITLE	CATEGORY	GRANT / Other Funding %	3rd Party Revenue %	TC %	BTCFTE	BFT	BHT	BPT	BFTE	HRS	EMPS	AFT	AHT	APT	Actual TC	AOT	AFTE	NOTES
BCGM	GENMG	TOUR	ADVER	02379	JURISM	STAND	0%	0%	100%	1	1	0	0	1	40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	ADVER	01615	IA	STAND	0%	0%	100%	0	0	0	0	0						0	0		
BCGM	GENMG	TOUR	EVENT	00641	ENTS	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	02103	ITS	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	00446	NTS	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	05142	JRISM	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	01832	NG	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	00293	IG	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	00362	RTER	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	01981	GRAPHER	STAND	0%	0%	100%	1	1	0	0	1	35-40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	MAIL	00514		STAND	0%	0%	100%	1	1	0	0	1	35-40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	PRINT	02120	Y	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02119	IM	STAND	0%	0%	100%	0.75	0	1	0	0.75	25	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	PRINT	01839	:ART	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02986	MEDIA	STAND	0%	0%	100%	1	1	0	0	1	40	1	1	0	0	1	0	1	
BCGM	GENMG	TOUR	PRINT	02746	JD COORD	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02749		STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	00323		STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	00319	ACHINE	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	00690	IS	STAND	0%	0%	100%	1	1	0	0	1	35-40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	PRINT	01412	VICE	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02750	ATOR	STAND	0%	0%	100%	0	0	0	0	0						0			



Employment Request Back up Information

2021 Monthly Stats	January	May
Incoming Mail - Daily	100-300	100-400+
Ave Incoming Mail	3,300	3,300
Dept. Outgoing Mail Pieces	25,861	19,259
Tribal Permit 4 Mailings	5	8
Permit 4 Mail Pieces	18,550	29,754
Amazon Packages	45	100
Total Mail Pieces	44,578	52,421
UPS Packages	117	200
Average Visitors		10-15 daily



Mail Center Clerk Budget – Postage Expense under ^{715K} ~~\$775,239~~

Amazon packages for 1 delivery of 3 for the day

- Assistance is needed to coordinate the numerous Amazon.com packages. This function had been organized by Purchasing and since transferred over to the Mail Room. Includes opening all packages and trying to locate the buyer, partial orders, and contacting Purchasing when no buyer can be located on or within the package.
- Assist in delivering small orders of copy paper previously delivered by Lakeland Supply. \$7.24 savings per box when utilizing our paper supplier.
- Additional help for tribal mailings
- Track postage, packages and mailings
- Departments providing regular services continue to send a variety of mail.
- Coverage for Vac/Per time. Additional assistance around the building where needed.

Part-Time Administrative Assistant – Tourism Room Tax - ^{82,565} ~~\$53,616~~ not spent

- Receptionist for building – open front end as visitor center. (*This has possibilities for wages to be reimbursed by the State of Wisconsin Tourism Dept. under the Tourist Info Center Program)
- Answer phones for building
- Follow up on requests
 - Tours / Tourism efforts
 - Printing
 - Kali
 - Mail
- Assist with Print billings and accounts payable
- Track employee personal/vacation time requests
- Additional assistance around the building where needed.



Marketing & Tourism Director

ADD PTE Administrative Assistant

Graphics (1)

Press Operator 35 – 40hrs
Digital Press Operator 1FTE

Mail Clerk 2 FTE

Kali Sr. Photo/Reporter

ADD FTE Additional Mail Clerk



ONEIDA Big Bear Media Safe Re-Opening & Re-Entry Training

Big Bear Media (BBM) is a Multi-Use Business; Print & Mail Operation, Kalihwisaks and Tourism. To assure a safe work and business environment for employees and customers of Big Bear Media the following safety measures are in place. This plan is a guide for BBM and allows flexibility as Covid-19 conditions change. Whereas, the staff understands that there is a risk for infection and will work to minimize the possible contraction or spread of Covid-19. Employee re-entering the workforce will be required to do on-line training provided by EHN prior to beginning work.

1. Building Operations

- a. The front entrance of the building will remain closed until the end of June 2021.
- b. Entry into the building will be located at the back door.
- c. Garage Door will be opened and shut by BBM Staff to reduce contact of surfaces by the outside public.
- d. It is recommended that visitors call and make an appointment in advance.

2. Building Use

- a. Face masks required, socially distance and hand washing signage regarding Covid-19 will be placed on doors and public areas.
- b. All meetings will take place via teams when possible. Face to face meetings will take place in the center of the building where there is open space and ceiling fans that push the air flow to the ground. Face masks will be required.

3. Employees

- a. Wash hands when returning to work.
- b. Will work at maintaining a 6' distance to other people in the building.
- c. Will wear a mask when interacting with the public or in close proximity to another employee.
- d. Will call in for any symptom/s of illness or leave the building if any symptoms arise during a workday. This includes; cough, shortness of breath, fever 100.4 or above, chills, sore throat, congestion, fatigue, nausea or diarrhea.
- e. Employee Offices. Employee workspaces shall be maintained in a clean and clutter free manner to assist in sanitization and cleaning.
- f. Employees will be required to take the on-line Covid-19 training provided by Employee Health.
- g. Weekly meetings will provide any information received about Covid-19 issued by the Nation to employees.

4. Visitors to the Building

- a. Visitors will be asked to wear a mask before entering the building if they do not have one it will be provided for them.
- b. Visitors will be questioned about their health including; sore throat, headache, cough, diarrhea, shortness of breath, and or body/muscle aches prior to recording their name, date and time of building entry.
- c. Staff will wear a mask when door is opened to visitors.
- d. Deliveries
 - i. Drivers will need to wear a mask if entering beyond the garage door.
 - ii. Staff will utilize their own pens when signing for delivery tickets.
- e. Customers
 - i. Will be required to wear a mask when entering the building.
 - ii. If a customer needs assistance beyond a "quick" pick up or drop off mail, the

customer will be asked to wait in the adjoining room of the loading dock. All visitors must wear a mask. The room surfaces will be sanitized after the departure of the person.

- f. Volunteers
 - i. Will be required to wear a mask when entering the building.
 - ii. All efforts will be made to create a “personal” space that is far from any other person in the building. Defined at 12’ or greater.
 - iii. If staff members approach the “personal” space, they will wear a mask.
5. Sanitization. Employee and public areas require ongoing sanitization during the day as it is accessed and daily as it is used.
 - a. Public areas are defined as door/handles entering the building, offices and bathrooms, bay area table, production tables, mail center tables and work areas, and defined public area bathrooms.
 - b. Sanitization Schedule
 - i. Daily all public areas will be cleaned with products provided by Oneida Custodial Department as defined above.
 - ii. Weekly the staff of Big Bear Media will clean and remove all garbage until it is determined by Manager that custodial services will be resumed.
 - iii. Disinfect areas that are commonly touched such as, but no limited to:
 1. Oneida delivery vehicles (provide anti-bacterial wipes for steering wheel, door handles, gear shift, turn signal, radio dials etc. prior to driving.
 2. Time clock number keypad
 3. Copier buttons
 4. Telephones
 5. Light switches, doorknobs
 6. Handrails
 7. Etc.
 - c. Disinfectants
 - i. The disinfectant should be on the EPA list N and carry “effective against emerging viral pathogen claim”
 - ii. Gloves shall be worn when disinfecting.
6. Big Bear Media will adhere to all safety Tribal SOPs issued by the Oneida Nation.

Oneida Business Committee Agenda Request

Approve the Big Bear Media request to post one (1) third-party revenue funded Administrative Assistant

1. Meeting Date Requested: 07 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve the Big Bear Media request to post one (1) third party revenue funded Administrative Assistant

3. Supporting Materials

Report Resolution Contract

Other:

- 1.
- 2.
- 3.
- 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Mark W. Powless, General Manager
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Michelle M. Danforth-Anderson

From: Melanie H. Burkhart
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Subject: Request to fill a grant funded position

yaw^?kó (Thank you!)

Geraldine R. Danforth
Human Resources Area Manager
Skenandoah Complex
909 Packerland Drive
(920)496-7358



A GOOD MIND. A GOOD HEART. A STRONG FIRE.

The information contained in this e-mail is confidential and privileged. If you are not the intended recipient, please be advised that any use, copying, or dissemination of this information is prohibited. Please destroy this e-mail and immediately notify us of the erroneous transmission.

Oneida Nation
 PO Box 365 • Oneida, WI 5455-0365
oneida-nsn.gov



Request to Fill a Grant-Funded position

For new, 100% Grant funded positions only! *NOTE: ROOM TAX FUNDED

INSTRUCTIONS:

1. Complete this form
2. Submit it along with any supporting documents to the Chief Financial Officer (lbarton@oneidanation.org); Cc the HRD Area Manager (gdanfor1@oneidanation.org)

a. Required supporting documents:

- Job Description
- Re-entry Training
- Safety Plan
- Workforce Level Assessment.

Mark W.
Powless

Digitally signed by
Mark W. Powless
Date: 2021.07.01
08:31:41 -05'00'

3. Chief Financial Officer will review and submit a recommendation to the requestor and the HRD Area Manager.
4. HRD Area Manager will submit the request to the BC for consideration (BC Agenda or E-poll).

TYPE OF REQUEST:	NEW POSITION			
DEPARTMENT:				
COST:	Weekly Personnel Cost: 303.25	Fringe/Indirect Cost: 24.71	Total Weekly Cost: 327.96	Need for remainder for FY-21: Continuous
# OF EMPLOYEES:	1PTE			
TITLE:	Administrative Assistant			
POSITION NUMBER:	1783			
DATE NEEDED:	ASAP			
RECALL PROCEDURE USED:	Pending approval of this request			
TRIBAL PREFERENCE USED:	YES / NO / N/A	Explanation:		
NARRATIVE/JUSTIFICATION:	Workflow continues to increase monthly in the entire building of Big Bear Media. Pre-Covid count 18 FTE / Post Covid 7 for 4 departments. Current duties of Office Manager fall on Director which is becoming and issue with the continued increase in workflow and services for 4 departments.			

¹ Please see resolve #4 of resolution BC-11-24-20-F.

	<p>There is need for the additional help to coordinate functions of the entire building including reception, AP, billing, visitors etc.</p> <p>This position was not budgeted in FY21 due to instructions to only budget for Tier V levels. This position is budgeted in FY22 budget.</p> <p>FY21 \$82,565K surplus of Room Tax dollars that have not been utilized that will support the cost of this position.</p>
--	--

Maureen A. Metoxen

From: Lori S. Hill
Sent: Thursday, July 8, 2021 8:39 AM
To: General_Manager_SignOff
Subject: FW: Request PTE Admin Room Tax Funded
Attachments: 20210630113531185.pdf

Admin Position for Big Bear Media.

From: Lawrence E. Barton <lbarton@oneidanation.org>
Sent: Wednesday, July 7, 2021 8:05 AM
To: Mark W. Powless <MPOWLES1@oneidanation.org>
Cc: Lori S. Hill <LHILL4@oneidanation.org>
Subject: Fw: Request PTE Admin Room Tax Funded

Mark, Please accept this email as formal approval for the hiring of the attached Position of Administrative Assistant for the Print Shop as third-party Room Tax resources are utilized to fund the expense. Please contact me if you have any further questions at extension 4491. Thanks;

From: General_Manager_SignOff <General_Manager_SignOff@oneidanation.org>
Sent: Friday, July 2, 2021 9:31 AM
To: Lawrence E. Barton <lbarton@oneidanation.org>
Cc: Geraldine R. Danforth <GDANFOR1@oneidanation.org>
Subject: FW: Request PTE Admin Room Tax Funded

Please review and return with recommendation/approval.

Thank You.

Lori Hill
Ext. 3803

-----Original Message-----

From: Mark W. Powless <MPOWLES1@oneidanation.org>
Sent: Thursday, July 1, 2021 8:33 AM
To: General_Manager_SignOff <General_Manager_SignOff@oneidanation.org>
Subject: RE: Request PTE Admin Room Tax Funded

Please forward to the CFO. For review/approval.

Mark W. Powless, General Manager
Oneida Nation
Administration

A good mind. A good heart. A strong Fire.

-----Original Message-----

APPLY IN PERSON AT:
 Human Resource Department
 2630 West Mason Street
 Green Bay, WI 54303



OR MAIL TO:
 Human Resource Department
 P.O. Box 365
 Oneida, WI 54155-0365

Phone: (920) 496-7900
 Fax: (920) 496-7911

APPLY ONLINE AT:
<http://oneida-nsn.gov>

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

POSITION TITLE: Administrative Assistant
POSITION NUMBER: 01783
DEPARTMENT: Big Bear Media
LOCATION: 2514 West Mason St Green Bay, WI
DIVISION: General Manager
RESPONSIBLE TO: Marketing and Tourism Director
SALARY: NE05 \$14.01/Hr (NEGOTIABLE DEPENDING ON EDUCATION & EXPERIENCE)
 (Employees will receive 5% below the negotiated pay rate during their probationary status.)
CLASSIFICATION: Non-Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date: As Soon As Possible

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Oneida Nation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability status in employment or the provision of services. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

POSITION SUMMARY

This position will perform and/or oversee a variety of associated administrative, fiscal, personnel support, and planning activities, some of which require advanced or specialized knowledge and skills, such as customer service, specialized recordkeeping and database management, and/or specified information-gathering projects and tasks. Assist with meetings, program functions, and/or special events, as appropriate. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Answer incoming telephone call, determine purpose of call, and forward call to appropriate personnel or department, ensuring professional telephone etiquette.
2. Screens incoming call and correspondence; exercise judgment and responds accordingly, receive sort, log, and route mail.
3. Welcome visitors determine nature of business, and announce visitors to appropriate personnel, maintaining professional and courteous demeanor.
4. Prepare month end documents and other requested spreadsheets.
5. Maintain financial records; process accounts payable, maintain petty cash funds, bill internal/external customer, prepare and issue receipts for payments, and assists with promotional items.
6. Create and develop effective presentations as requested.
7. Oversee the coordination, development and maintenance of the Big Bear Media contractual agreement process for services and supplies by outside vendors.
8. Attend meetings and take minutes as requested.
9. Conduct research to resolve operational questions or issues; make recommendations to enhance the efficiency of administrative operations.
10. Establish and maintain an effective filing and retrieval system.
11. Maintain and operate office machines, equipment, supplies and computers.
12. Photocopy, collate, distribute, and file documents.
13. Contribute to a team effort and accomplish related results as required.
14. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.

JOB DESCRIPTION

Administrative Assistant

Page 2

DUTIES AND RESPONSIBILITIES: (Cont.)

15. Maintain strict department security, confidentiality, and quality to meet professional standards of the department.
16. The above duties and responsibilities are not an all inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently sit, walk; use hands to finger, handle, or feel; reach with hands and arms; and talk and hear.
2. Occasionally stand, stoop, kneel, and lift and/or move up to 25 pounds.
3. Work is generally performed in an office setting with a moderate noise level.
4. Must complete a Self Disclosing Physical Questionnaire prior to employment.
5. A Tuberculosis (TB) Screening and/or 2 step TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Knowledge of Microsoft office products: word, excel, etc.
2. Knowledge of computer and paper records management.
3. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
4. Ability to communicate effectively both verbally and in writing.
5. Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
6. Ability to represent the organization in a professional manner, building respect and confidence.
7. Ability to handle multiple tasks and meet deadlines.
8. Ability to carry out instructions furnished in verbal or written format.
9. Ability to work independently with minimal supervision.
10. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
11. Must be willing and able to obtain additional education and training.
12. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
13. Must pass a background security check with the Oneida Nation to meet the Employment Eligibility Requirements, Tribal/State Compact and/or Oneida Nation Gaming Ordinance as they pertain to the position. A temporary license or Gaming License issued by the Oneida Gaming Commission is required as a condition of employment and continuing employment within the Oneida Nation Gaming Division.
14. A valid driver's license or occupational driver's license, reliable transportation, and insurance are required. Must obtain a Wisconsin driver's license or occupational driver's license within thirty (30) days of employment if applicant has an out-of-state driver's license. Must be authorized as eligible to operate a Personal and Tribal vehicle under the Oneida Nation's Vehicle Driver Certification and Fleet Management Law prior to actual start date. Must maintain driver's eligibility as a condition of employment

PREFERRED QUALIFICATIONS:

Applicants please clearly state on the application/resume if you meet these qualifications.

1. An Associate's Degree Secretarial Science or closely related field.
2. Two (2) years of administrative experience.

MINIMUM QUALIFICATIONS:

Applicants please clearly state how you meet these qualifications on the application/resume.

1. **Must be an enrolled member of the Oneida Nation.**
2. A high School Diploma, HSED, or GED Certification.
3. One (1) year administrative experience.

ITEMS TO BE SUBMITTED:

1. **Must provide a copy of diploma, license, degree or certification upon employment.**

MGMT	DIV	BU	DEPT	JOB #	POSITION TITLE	CATEGORY	GRANT /Other Funding %	3rd Party Revenue %	TC %	BTCFTE	BFT	BHT	BPT	BFTE	HRS	EMPS	AFT	AHT	APT	Actual TC	AOT	AFTE	NOTES
BCGM	GENMG	TOUR	ADVER	02379	JURISM	STAND	0%	0%	100%	1	1	0	0	1	40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	ADVER	01615	IA	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	00641	ENTS	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	02103	ITS	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	00446	NTS	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	EVENT	05142	JRISM	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	01832	NG	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	00293	IG	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	00362	RTER	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	KALIH	01981	GRAPHER	STAND	0%	0%	100%	1	1	0	0	1	35-40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	MAIL	00514		STAND	0%	0%	100%	1	1	0	0	1	35-40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	PRINT	02120	F	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02119	JM	STAND	0%	0%	100%	0.75	0	1	0	0.75	25	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	PRINT	01839	:ART	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02986	MEDIA	STAND	0%	0%	100%	1	1	0	0	1	40	1	1	0	0	1	0	1	
BCGM	GENMG	TOUR	PRINT	02746	JD COORD	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02749		STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	00323	i	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	00319	ACHINE	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	00690	IS	STAND	0%	0%	100%	1	1	0	0	1	35-40	1	1	0	0	1	0	1.	
BCGM	GENMG	TOUR	PRINT	01412	VICE	STAND	0%	0%	100%	0	0	0	0	0						0			
BCGM	GENMG	TOUR	PRINT	02750	ATOR	STAND	0%	0%	100%	0	0	0	0	0						0			

**Not listed on the workforce level report



Employment Request Back up Information

2021 Monthly Stats	January	May
Incoming Mail - Daily	100-300	100-400+
Ave Incoming Mail	3,300	3,300
Dept. Outgoing Mail Pieces	25,861	19,259
Tribal Permit 4 Mailings	5	8
Permit 4 Mail Pieces	18,550	29,754
Amazon Packages	45	100
Total Mail Pieces	44,578	52,421
UPS Packages	117	200
Average Visitors		10-15 daily



Amazon packages for 1 delivery of 3 for the day

Mail Center Clerk Budget – Postage Expense under ^{715K} \$775,239

- Assistance is needed to coordinate the numerous Amazon.com packages. This function had been organized by Purchasing and since transferred over to the Mail Room. Includes opening all packages and trying to locate the buyer, partial orders, and contacting Purchasing when no buyer can be located on or within the package.
- Assist in delivering small orders of copy paper previously delivered by Lakeland Supply. \$7.24 savings per box when utilizing our paper supplier.
- Additional help for tribal mailings
- Track postage, packages and mailings
- Departments providing regular services continue to send a variety of mail.
- Coverage for Vac/Per time. Additional assistance around the building where needed.

Part-Time Administrative Assistant – Tourism Room Tax - ^{82,565} \$53,616 not spent

- Receptionist for building – open front end as visitor center. (*This has possibilities for wages to be reimbursed by the State of Wisconsin Tourism Dept. under the Tourist Info Center Program)
- Answer phones for building
- Follow up on requests
 - Tours / Tourism efforts
 - Printing
 - Kali
 - Mail
- Assist with Print billings and accounts payable
- Track employee personal/vacation time requests
- Additional assistance around the building where needed.



Marketing & Tourism Director

ADD PTE
Administrative Assistant

Graphics (1)

Press Operator
35 – 40hrs

Digital Press Operator
1FTE

Mail Clerk
2 FTE

Kali
Sr. Photo/
Reporter

ADD FTE
Additional Mail Clerk



ONEIDA Big Bear Media Safe Re-Opening & Re-Entry Training

Big Bear Media (BBM) is a Multi-Use Business; Print & Mail Operation, Kalihwisaks and Tourism. To assure a safe work and business environment for employees and customers of Big Bear Media the following safety measures are in place. This plan is a guide for BBM and allows flexibility as Covid-19 conditions change. Whereas, the staff understands that there is a risk for infection and will work to minimize the possible contraction or spread of Covid-19. Employee re-entering the workforce will be required to do on-line training provided by EHN prior to beginning work.

1. Building Operations
 - a. The front entrance of the building will remain closed until the end of June 2021.
 - b. Entry into the building will be located at the back door.
 - c. Garage Door will be opened and shut by BBM Staff to reduce contact of surfaces by the outside public.
 - d. It is recommended that visitors call and make an appointment in advance.
2. Building Use
 - a. Face masks required, socially distance and hand washing signage regarding Covid-19 will be placed on doors and public areas.
 - b. All meetings will take place via teams when possible. Face to face meetings will take place in the center of the building where there is open space and ceiling fans that push the air flow to the ground. Face masks will be required.
3. Employees
 - a. Wash hands when returning to work.
 - b. Will work at maintaining a 6' distance to other people in the building.
 - c. Will wear a mask when interacting with the public or in close proximity to another employee.
 - d. Will call in for any symptom/s of illness or leave the building if any symptoms arise during a workday. This includes; cough, shortness of breath, fever 100.4 or above, chills, sore throat, congestion, fatigue, nausea or diarrhea.
 - e. Employee Offices. Employee workspaces shall be maintained in a clean and clutter free manner to assist in sanitization and cleaning.
 - f. Employees will be required to take the on-line Covid-19 training provided by Employee Health.
 - g. Weekly meetings will provide any information received about Covid-19 issued by the Nation to employees.
4. Visitors to the Building
 - a. Visitors will be asked to wear a mask before entering the building if they do not have one it will be provided for them.
 - b. Visitors will be questioned about their health including; sore throat, headache, cough, diarrhea, shortness of breath, and or body/muscle aches prior to recording their name, date and time of building entry.
 - c. Staff will wear a mask when door is opened to visitors.
 - d. Deliveries
 - i. Drivers will need to wear a mask if entering beyond the garage door.
 - ii. Staff will utilize their own pens when signing for delivery tickets.
 - e. Customers
 - i. Will be required to wear a mask when entering the building.
 - ii. If a customer needs assistance beyond a "quick" pick up or drop off mail, the

customer will be asked to wait in the adjoining room of the loading dock. All visitors must wear a mask. The room surfaces will be sanitized after the departure of the person.

- f. Volunteers
 - i. Will be required to wear a mask when entering the building.
 - ii. All efforts will be made to create a “personal” space that is far from any other person in the building. Defined at 12’ or greater.
 - iii. If staff members approach the “personal” space, they will wear a mask.
- 5. Sanitization. Employee and public areas require ongoing sanitization during the day as it is accessed and daily as it is used.
 - a. Public areas are defined as door/handles entering the building, offices and bathrooms, bay area table, production tables, mail center tables and work areas, and defined public area bathrooms.
 - b. Sanitization Schedule
 - i. Daily all public areas will be cleaned with products provided by Oneida Custodial Department as defined above.
 - ii. Weekly the staff of Big Bear Media will clean and remove all garbage until it is determined by Manager that custodial services will be resumed.
 - iii. Disinfect areas that are commonly touched such as, but no limited to:
 - 1. Oneida delivery vehicles (provide anti-bacterial wipes for steering wheel, door handles, gear shift, turn signal, radio dials etc. prior to driving.
 - 2. Time clock number keypad
 - 3. Copier buttons
 - 4. Telephones
 - 5. Light switches, doorknobs
 - 6. Handrails
 - 7. Etc.
 - c. Disinfectants
 - i. The disinfectant should be on the EPA list N and carry “effective against emerging viral pathogen claim”
 - ii. Gloves shall be worn when disinfecting.
- 6. Big Bear Media will adhere to all safety Tribal SOPs issued by the Oneida Nation.

Oneida Business Committee Agenda Request

Approve the Tribal Action Plan request to post one (1) grant funded Administrative Assistant

1. Meeting Date Requested: 07 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

1. Grant Funded Position For approval

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: Renita Hernandez
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Nation
 PO Box 365 • Oneida, WI 5455-0365
 oneida-nsn.gov



Request to Fill a Grant-Funded position

For new, 100% Grant funded positions only¹

INSTRUCTIONS:

1. Complete this form
2. Submit it along with any supporting documents to the Chief Financial Officer (lbarton@oneidanation.org); Cc the HRD Area Manager (gdanfor1@oneidanation.org)
 - a. Required supporting documents:
 - Job Description
 - Re-entry Training
 - Safety Plan
 - Workforce Level Assessment.
3. Chief Financial Officer will review and submit a recommendation to the requestor and the HRD Area Manager.
4. HRD Area Manager will submit the request to the BC for consideration (BC Agenda or E-poll).

Based off grant year 4/1 to 3/31

TYPE OF REQUEST:	FILL A VACANCY			
DEPARTMENT:	Tribal Action Plan – General Manager Administration			
COST:	Weekly Personnel Cost: \$673.08	Fringe/Indirect Cost: \$381.90	Total Weekly Cost: \$1,054.98	Need for remainder for FY-21: 32,704.38
# OF EMPLOYEES:	1			
TITLE:	Administrative Assistant			
POSITION NUMBER:	New			
DATE NEEDED:	7/30/2021			
RECALL PROCEDURE USED:				
TRIBAL PREFERENCE USED:	YES / NO / N/A	Explanation:	Must be Oneida Enrolled	
NARRATIVE/JUSTIFICATION:	New grant – Community Opioid Intervention Pilot Program – In need of an administrative assistant to help with the managing of the grant and accounting procedures – assist with planning and executing events for the Tribal Action Plan - Work of the current TAP staff is picking up and we need help.			

¹ Please see resolve #4 of resolution BC-11-24-20-F.

From: BC_Agenda_Requests
Subject: FW: Request to fill a grant funded position

From: Renita S. Hernandez <rhernan1@oneidanation.org>
Sent: Wednesday, July 21, 2021 11:02 AM
To: Geraldine R. Danforth <GDANFOR1@oneidanation.org>
Cc: Lawrence E. Barton <lbarton@oneidanation.org>
Subject: Re: Request to fill a grant funded position

Yes, it is 100% grant funded. Thank you.

Renita Hernandez
Renita Hernandez
Tribal Action Plan Manager
General Manager Administration
Oneida Nation of WI

(920) 490-3796



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

From: Geraldine R. Danforth <GDANFOR1@oneidanation.org>
Sent: Wednesday, July 21, 2021 10:01 AM
To: Renita S. Hernandez <rhernan1@oneidanation.org>
Cc: Lawrence E. Barton <lbarton@oneidanation.org>
Subject: FW: Request to fill a grant funded position

I approve moving forward. Just one thing, is the position 100% grant funded?

yaw^?kó (Thank you!)

Geraldine R. Danforth
Human Resources Area Manager
Skenandoah Complex
909 Packerland Drive

(920)496-7358



A GOOD MIND. A GOOD HEART. A STRONG FIRE.

The information contained in this e-mail is confidential and privileged. If you are not the intended recipient, please be advised that any use, copying, or dissemination of this information is prohibited. Please destroy this e-mail and immediately notify us of the erroneous transmission.

From: Renita S. Hernandez <rhernan1@oneidanation.org>

Sent: Wednesday, July 21, 2021 10:53 AM

To: Lawrence E. Barton <lbarton@oneidanation.org>; Geraldine R. Danforth <GDANFOR1@oneidanation.org>

Subject: Request to fill a grant funded position

Please see the attached for a request to fill a grant funded position. I really hope I filled this out correctly. Please let me know if you need any other information. Thank you.

From: BC_Agenda_Requests
Subject: FW: Request to fill a grant funded position

From: Lawrence E. Barton <lbarton@oneidanation.org>
Sent: Wednesday, July 21, 2021 2:47 PM
To: Renita S. Hernandez <rhernan1@oneidanation.org>
Subject: Re: Request to fill a grant funded position

Ms. Hernandez, I have reviewed the information provided indicating the position is 100% Grant Funded. I support the request to move forward with approval and hiring. If you have any questions, please contact me at extension 4491, thanks, Larry Barton

From: Renita S. Hernandez <rhernan1@oneidanation.org>
Sent: Wednesday, July 21, 2021 10:53 AM
To: Lawrence E. Barton <lbarton@oneidanation.org>; Geraldine R. Danforth <GDANFOR1@oneidanation.org>
Subject: Request to fill a grant funded position

Please see the attached for a request to fill a grant funded position. I really hope I filled this out correctly. Please let me know if you need any other information. Thank you.

Renita Hernandez

Renita Hernandez

Tribal Action Plan Manager

General Manager Administration

Oneida Nation of WI

(920) 490-3796

Location:
909 Packerland Drive
Green Bay, WI 54303

Phone: (920)496-7900
<http://oneida-nsn.gov>



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

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

Fax: (920)496-7490

JOB DESCRIPTION APPROVAL FORM (JDAF)

The following information is required as part of the job description approval process.

POSITION: Admin. Assistant
DEPARTMENT: Tribal Action Plan
DIVISION: General Manager - Administration
DATE: 7-16-2021

The supervisors' signature is required to ensure the job description accurately defines the scope of work and meets the minimum bonafide qualifications. **There will be no additions or deletions to the job description once this is signed.** If you make any changes to the draft job description please do not sign this form until the job description is final.

The General Ledger Account Code this position will be paid from: 001-5235166-000

Name of your Accountant at Central Accounting: Elyshia Smith

Does this position require the employee to drive a Personal Vehicle to conduct Tribal business? YES or NO

Does this position require the employee to drive a Tribal Vehicle to conduct Tribal business? YES or NO

Does this position require the employee to have a CDL? If so, what endorsement NO

I have read, reviewed and approved the attached job description.

Supervisor's signature/approval: Mark W. Powless Digitally signed by Mark W. Powless
Date: 2021.07.16 13:43:24 -05'00' Date: _____

>>>> FYI-PLEASE READ >>>>>

Supervisors: **HAVE YOU RECEIVED YOUR EEO TRAINING IN THE PAST TWO (2) YEARS?**
A HR SPECIALIST WILL BE CONTACTING YOU PRIOR TO THE SCREENING PROCESS.

APPLY IN PERSON AT:
 Human Resources Department
 909 Packerland Drive
 Green Bay, WI 54303



ONEIDA

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

OR MAIL TO:
 Human Resources Department
 P.O. Box 365
 Oneida, WI 54155-0365

APPLY ONLINE AT:
<http://oneida-nsn.gov>

Phone: (920) 496-7900

Fax: (920) 496-7490

POSITION TITLE: Administrative Assistant
POSITION NUMBER: New
DEPARTMENT: Tribal Action Plan
LOCATION: 2640 West Point Rd, Green Bay WI
DIVISION: General Manager
RESPONSIBLE TO: Tribal Action Manager
SALARY: NE05 \$14.01/Hr (NEGOTIABLE DEPENDING ON EDUCATION & EXPERIENCE)
 (Employees will receive 5% below the negotiated pay rate during their probationary status.)
CLASSIFICATION: Non-Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date: As Soon As Possible

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Oneida Nation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability status in employment or the provision of services. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

POSITION SUMMARY

Performs a variety of administrative and staff support duties for the Tribal Action Plan, which requires a range of skills and knowledge of organizational policies and procedures. The ideal candidate will possess excellent clerical skills, organizational skills, present a professional appearance, attitude, and demeanor in all situations particularly in those dealing with the general public. Maintain confidentiality of all privileged information. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Answer and screen telephone calls, take and relay accurate messages, greet visitors and direct them to the appropriate office or staff personnel with courtesy and respect.
2. Perform basic Administrative tasks including accurately typing memos, correspondence, reports, forms, notes and other documents as required.
3. Monitor and track departmental budgets, prepares reports and other related documents as required.
4. Assist management with the following: short term planning, implementing department standard operating procedure, process accounts payable and receivables.
5. Schedule department events and activities manage meeting calendar.
6. Schedule, organize and coordinate meetings for supervisor as directed. Attend meetings and take notes.
7. Conduct research to resolve operational questions or issues.
8. Coordinate and maintain travel arrangements, documents, and information as necessary.
9. Maintain inventory, to include, repairs, order department supplies/equipment, and computers as needed.
10. Contribute to a team effort and accomplish related results as required.
11. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
12. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

JOB DESCRIPTION**Administrative Assistant**

Page 2

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently sit, walk, reach with hands and arms, talk and hear.
2. Occasionally stand, stoop, kneel, crouch, crawl and lift/move up to twenty-five (25) pounds.
3. A Tuberculosis (TB) Screening and/or 2 step TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Knowledge of records management and basic accounting procedures.
2. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
3. Skill in monitoring budgets and processing accounts payable/receivable.
4. Ability to operate standard office software and equipment such as desktop/mobile device, phone, copier, and printer.
5. Ability to develop and maintain professional relationships with a variety of individuals and groups in a complex, multi-cultural environment.
6. Ability to represent the organization in a professional manner, building respect and confidence.
7. Ability to write clear and concise reports, memoranda, directives and letters.
8. Ability to carry about instructions furnished in verbal and written format.
9. Ability to work independently with minimal supervision.
10. Ability to handle multiple tasks and meet deadlines.
11. Ability to demonstrate objectivity and continually seek improvement and results.
12. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
13. Must be willing and able to obtain additional education and training.
14. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
15. Must pass a background security check with the Oneida Nation in order to meet the Employment Eligibility Requirements, Tribal/State Compact and/or Oneida Nation Gaming Ordinance as they pertain to the position. A temporary license or Gaming License issued by the Oneida Gaming Commission is required as a condition of employment and continuing employment within the Oneida Nation's Gaming Division.
16. ~~A valid, non-probationary driver's license or occupational driver's license, reliable transportation, and insurance are required.~~ Must obtain a Wisconsin non-probationary driver's license or occupational driver's license within thirty (30) days of employment if applicant has an out-of-state driver's license. Must be authorized as eligible to operate a personal vehicle under the Oneida Nation's Vehicle Driver Certification and Fleet Management Policy prior to actual start date. Must maintain driver's eligibility as a condition of employment.

PREFERRED QUALIFICATIONS:

Applicants please clearly state on the application/resume if you meet these qualifications.

1. Two (2) years of administrative experience is preferred.

MINIMUM QUALIFICATIONS:

Applicants please clearly state how you meet these qualifications on the application/resume.

1. High School Diploma, HSED Diploma or GED Certification; applicants age fifty (50) and older are exempt from this requirement
2. One (1) year administrative experience.

ITEMS TO BE SUBMITTED:

1. **Must provide a copy of diploma/degree, license, or certification upon employment.**

Enter the e-poll results into the record regarding the approved expansion of the scope of use in the 6th...

Business Committee Agenda Request

1. Meeting Date Requested: 07/28/21

2. General Information:

Session: Open Executive – must qualify under §107.4-1.

Justification: *Choose reason for Executive.*

3. Supporting Documents:

- | | | |
|--|--|---|
| <input type="checkbox"/> Bylaws | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Contract Document(s) | <input type="checkbox"/> Law | <input type="checkbox"/> Report |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Legal Review | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Draft GTC Notice | <input type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input checked="" type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

- | | | |
|--|--|-------------------------------------|
| <input type="checkbox"/> Budgeted | <input type="checkbox"/> Budgeted – Grant Funded | <input type="checkbox"/> Unbudgeted |
| <input checked="" type="checkbox"/> Not Applicable | <input type="checkbox"/> Other: <i>Describe</i> | |

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: LLIGGINS

From: Secretary
Sent: Friday, July 9, 2021 8:06 AM
To: Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; Lisa A. Liggins; Daniel P. Guzman; David P. Jordan; Kirby W. Metoxen; Ethel M. Summers; Jennifer A. Webster; BC_Agenda_Requests; Geraldine R. Danforth
Cc: Secretary; Kristal E. Hill; Rhiannon R. Metoxen; Danelle A. Wilson
Subject: E-POLL RESULTS: Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020
Attachments: E-POLL REQUEST: Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020; MS RE_ E-POLL REQUEST_ Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020.pdf

E-POLL RESULTS

The e-poll to approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020, **has carried.** As of the deadline, below are the results:

Support: Tina Danforth, Daniel Guzman, David Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Marie Summers, and Jennifer Webster.

Per section 5.2.c. of the OBC SOP "[Conducting Electronic Voting \(E-polls\)](#)", attached are copies of any comment by an OBC member made beyond a vote.

Yaw^ko,

Chad Wilson,
Senior Information Management Specialist
Business Committee Support Office
920.869.4478

P.O. Box 365
Oneida, WI 54155-0365
oneida-nsn.gov

"The best way to predict the future is to create it." – Abraham Lincoln

From: [Ethel M. Summers](#)
To: [Secretary](#); [Tehassi Tasi Hill](#); [Brandon L. Yellowbird-Stevens](#); [Cristina S. Danforth](#); [Lisa A. Liggins](#); [Daniel P. Guzman](#); [David P. Jordan](#); [Kirby W. Metoxen](#); [Jennifer A. Webster](#); [Geraldine R. Danforth](#)
Cc: [Kristal E. Hill](#); [Rhiannon R. Metoxen](#); [Danelle A. Wilson](#); [Jessica L. Vandekamp](#)
Subject: RE: E-POLL REQUEST: Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020
Date: Wednesday, July 7, 2021 5:24:23 PM
Attachments: [image002.png](#)

Approve.

I thought the intent was to cover both type of scenario's and to not remove the 2 weeks of quarantine time but to add the vaccination time and the 8 hours after the vaccination for side effects.

**Yaw^ko,
Marie Summers
Councilwoman
Oneida Business Committee**



A good mind. A good heart. A strong Fire.

**office: (920) 869-4475
cell: (920) 615-9384
Office Hours: Monday – Friday 8:00- 4:30 pm
Email: esummer1@oneidanation.org**

**Mailing address:
Oneida Nation
PO Box 365
Oneida, WI 54115**

From: Secretary
Sent: Wednesday, July 7, 2021 5:08 PM
To: Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; Lisa A. Liggins; Daniel P. Guzman; David P. Jordan; Kirby W. Metoxen; Ethel M. Summers; Jennifer A. Webster; Geraldine R. Danforth
Cc: Secretary; Kristal E. Hill; Rhiannon R. Metoxen; Danelle A. Wilson; Jessica L. Vandekamp
Subject: E-POLL REQUEST: Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020
Attachments: Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR.pdf
Importance: High

E-POLL REQUEST

Summary: The COVID-19 Paid Time Off SOP does not cover a critical area that must consider the employee's health and safety. Two security officers responded to a call of an individual needing lifesaving medical assistance. The Officers performed their job duties and were later notified they were exposed to COVID-19; OCHC directed them to self-quarantine. Neither employee has enough hours to cover the quarantine period. In our discussions with the Security Director and Gaming General Manager we agree that this type of exposure should be covered. Requesting your support to update the SOP to cover this type of exposure.

Justification for E-Poll: Immediate critical effect to employees.

Requested Action: Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020

Deadline for response:

Responses are due no later than **4:30 p.m., Thursday, July 8, 2021.**

Voting:

1. Use the voting button above, if available; OR
2. Reply with "Support" or "Oppose".

Yaw^ko,

Chad Wilson,
Senior Information Management Specialist
Business Committee Support Office

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 7 / 14 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve expanding the scope of use in the 6th resolve of BC resolution # 11-24-20-F as identified in the HR Area Manager memorandum dated July 1, 2020.

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: _____
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

LOCATION:

909 Packerland Drive
Green Bay, WI 54303

WEBSITE:

www.oneida-nsn.gov

EMAIL:

HRD_General@oneidanation.org



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

MAILING ADDRESS:

P.O. Box 365
Oneida, WI 54155-0365

PHONE:

(920)496-7900

FAX:

(920)496-7490

To: Oneida Business Committee
From: Geraldine R. Danforth, HRD Area Manager
Subject: Covid-19 Paid Time Off SOP
Date: July 1, 2021

Under BC Resolution 11-24-20-F, the Human Resources Department was given a deadline of December 2, 2020 to develop standard operating procedures which would implement up to two weeks of COVID-19 paid time off for employees. I am requesting your approval to move forward with the changes highlighted in red.

The current SOP does not cover a critical area that must consider the employee's health and safety. An incident occurred with two Security officers responding to a call of an individual needing life-saving medical assistance. The officers performed their job duties as they were trained and required to do, and as a result were exposed to a COVID-19 positive individual. The Security personnel received direction from the OCHC health professionals to self-quarantine.

Neither employee has enough hours to cover the quarantine period last week. In our discussion with the Security Director and Gaming General Manager, we all agree that this type of exposure should be covered. Therefore, I am requesting your support to update the SOP to cover this type of exposure.



To: Oneida Business Committee
From: Katsi Danforth, Security Director
Date: June 28, 2021
Subject: Procedural Exception Request

Respectfully requesting a procedural exception to the COVID-19 Paid Time Off SOP to allow for compensation of employees that are closely exposed to a COVID positive individual. These situations would include, but are not limited to providing First Aid, CPR and/or Rescue Breathing, etc.

Currently, the COVID-19 Paid Time Off SOP does not allow for compensation during the recommended isolation period after an employee has been in close contact with a confirmed COVID-19 positive individual. Many times, our responding Security employees are exposed for prolonged periods of time while providing First Aid and/or life saving measures to our patrons and employees.

On June 19, 2021, Security responded to a medical on the gaming floor at the Main Casino involving an unresponsive male patron. The responding Security employees performed Cardiopulmonary Resuscitation (CPR) to include the use of the Automated External Defibrillator (AED). Security continued with CPR until relieved by Ashwaubenon Public Safety.

The following day, the responding Security employees were notified that the male patron they performed CPR on was COVID-19 positive and were advised by the on-call nurses to self-quarantine until they could be tested on Friday, June 25, 2021. As a result, they are being negatively impacted by loss of wages and/or being required to use their vacation/personal time during the quarantine period.

The responding Security employees performed their job duties as trained and required by their job description. It is important to note that one of Security's main responsibilities is the response and medical treatment of Gaming patrons, employees, as well as the employees and patrons at designated Tribal entities.

Thank you for your consideration regarding this matter.

Cc: File

Katsitsiyo T. Danforth

From: Katsitsiyo T. Danforth
Sent: Monday, June 28, 2021 10:58 AM
To: Geraldine R. Danforth; Joshua C. Cottrell
Cc: Louise C. Cornelius
Subject: FW: Question Re: Covid Pay

Good Morning,

Josh, Thank you for getting back to me regarding this matter. I have reviewed the COVID-19 Paid Time Off SOP and agree the SOP does not address a possible work exposure of a COVID positive individual. I believe this situation brings to surface a gap that we have and I am hoping we can get it addressed.

The responding Security employees were performing their job duties as they were trained and required to do so when responding to a gaming patron in need of medical assistance. As a result of responding to the medical, the Security employees were exposed to a COVID positive individual, and received direction from the OCHC health professionals to self-quarantine.

The responding Security employees did nothing wrong when performing their expected job duties and are being negatively impacted by loss of pay by having to be off of work. What options do we have to compensate the responding Security employees for their loss of wages during the required self-quarantine period?

Please know I will communicate the decision to the responding Security employees and all Security Personnel as it may impact them moving forward.

Thank you for your attention regarding this matter,

Katsi Danforth
Security Director
Oneida Nation Security Department
Kdanfor4@oneidanation.org
O:920-429-3338
<https://oneida-nsn.gov/>



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

From: Joshua C. Cottrell <JCOTTREL@oneidanation.org>
Sent: Friday, June 25, 2021 2:32 PM
To: Katsitsiyo T. Danforth <kdanfor4@oneidanation.org>
Subject: RE: Question Re: Covid Pay

Hi Katsi,

Unfortunately, in accordance with the COVID-19 Paid Time Off, in order to receive the COVID pay, they or members of their household must have received a positive COVID-19 test result. In this particular situation, the exposure to a positive COVID-19 individual occurred at work. Therefore, they would be ineligible.

The work exposure of a COVID positive individual was something that was not included in the SOP.

Let me know if you have additional questions.

Thanks,
Josh

From: Katsitsiyo T. Danforth <kdanfor4@oneidanation.org>
Sent: Friday, June 25, 2021 2:11 PM
To: Joshua C. Cottrell <JCOTTREL@oneidanation.org>
Subject: Question Re: Covid Pay

Hello,

I am seeking clarification regarding a situation that recently occurred on Saturday, June 19, 2021. Security Sergeant Charlotte Skenandore and Security Officer, Kennedy Skidmore responded to a medical on the gaming floor at the Main Casino. They attempted to get the unconscious male patron to respond but his breathing stopped, eyes rolled back and arms started shaking. Unable to get a pulse they began Cardiopulmonary Resuscitation (CPR). The Automated External Defibrillator (AED) was powered and the pads were placed on the male. Security continued with CPR until Ashwaubenon Public Safety arrived and took over the situation.

The following day the responding Security employees were notified that the male patron they performed CPR on was Covid positive and advised by the on-call nurses to self-quarantine until they could be tested on Friday, June 25, 2021.

Employees are only paid COVID hours if they or someone in their household test positive. However, the Security employees were performing their job duties and responsibilities when they were exposed to the male patron who tested positive. Can the two Security employees receive COVID pay for their scheduled work hours they missed as a result of having to self-quarantine?

Appreciate your time and response regarding this matter.

Thank you,

Katsi Danforth
Security Director
Oneida Nation Security Department
Kdanfor4@oneidanation.org
O:920-429-3338
<https://oneida-nsn.gov/>

Katsitsiyo T. Danforth

From: Louise C. Cornelius
Sent: Monday, June 28, 2021 11:16 AM
To: Katsitsiyo T. Danforth; Geraldine R. Danforth; Joshua C. Cottrell
Subject: RE: Question Re: Covid Pay

Good Morning,

This situation the Director of Security, Katsi Danforth is explaining would be considered a procedural exception to the SOP as it is currently written. The Security officers involved were doing their job duties, unfortunately they were helping a customer that was tested positive, therefore, they are given a directive to quarantine by professional medical staff. I would respectfully request your support for these security employees as mentioned below to receive their normal work hourly pay for their time they have to quarantine. Security budget is within the gaming budget.

Thank you for your time and consideration for this request.

Louise Cornelius

Gaming General Manager

O: 920.429.3201 • E: lcornel3@oneidanation.org

P.O. Box 365 • Green Bay, WI • 54155 • OneidaCasino.net



Official Casino of the Green Bay Packers

From: Katsitsiyo T. Danforth <kdanfor4@oneidanation.org>
Sent: Monday, June 28, 2021 10:58 AM
To: Geraldine R. Danforth <GDANFOR1@oneidanation.org>; Joshua C. Cottrell <JCOTTREL@oneidanation.org>
Cc: Louise C. Cornelius <lcornel3@oneidanation.org>
Subject: FW: Question Re: Covid Pay

Good Morning,

Josh, Thank you for getting back to me regarding this matter. I have reviewed the COVID-19 Paid Time Off SOP and agree the SOP does not address a possible work exposure of a COVID positive individual. I believe this situation brings to surface a gap that we have and I am hoping we can get it addressed.

The responding Security employees were performing their job duties as they were trained and required to do so when responding to a gaming patron in need of medical assistance. As a result of responding to the medical, the Security employees were exposed to a COVID positive individual, and received direction from the OCHC health professionals to self-quarantine.

The responding Security employees did nothing wrong when performing their expected job duties and are being negatively impacted by loss of pay by having to be off of work. What options do we have to compensate the responding Security employees for their loss of wages during the required self-quarantine period?

Please know I will communicate the decision to the responding Security employees and all Security Personnel as it may impact them moving forward.

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # 11-24-20-F

Approval of Final Draft Fiscal Year 2021 Budget and Budget Directives

- 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 federal government has proclaimed a public health emergency related to the spread of COVID-19 virus and has identified that the spread of the virus has resulted in large numbers of individuals becoming ill, high mortality rates, and significant impacts to the economy; and
- WHEREAS,** Tribal governments, State Governors, including the State of Wisconsin, have declared public health emergencies and State public health officers have issued orders closing schools, limiting public gatherings, closing or limiting business activities, and other measures intended to slow or limit the spread of the virus; and
- WHEREAS,** the Oneida Nation Chairman declared a public health state of emergency on March 12, 2020 and has continued to extend the state emergency in 30-day increments in accordance with section 302.8-5 of the Emergency Management and Homeland Security Law; and
- WHEREAS,** the Oneida Business Committee adopted emergency amendments to laws to create the COVID-19 Core Decision Making Team in order to manage the daily changing impacts of the virus on the Oneida Nation and the community; and
- WHEREAS,** the Oneida Business Committee and the COVID-19 Core Decision Making Team took action that protected the health and welfare of the Oneida Nation community and employees which included health related restrictions such as closing programs, schools, offices and businesses; significantly reducing and restricting expenditures to protect the Nation's ability to provide needed health and safety services to members and the community during the pandemic; and, adopting actions which prohibited or limited public interactions, gatherings, and activities; and
- WHEREAS,** the 2017-2020 Oneida Business Committee adopted resolution # BC-08-12-20-J, *Continuing Resolution for Fiscal Year 2021*, considering the ongoing financial disruptions caused by the pandemic; and

BC Resolution # 11-24-20-F
Approval of Final Draft Fiscal Year 2021 Budget and Budget Directives
Page 2 of 4

- WHEREAS,** Treasurer Cristina Danforth, in consultation with the Chief Financial Officer and Finance Department, and working with the Gaming General Manager in understanding the economic trends and enterprise revenue trends as a result of the impact of the pandemic, identified that sufficient information as available to begin and finalize the Oneida Nation's budget for Fiscal Year 2021 with significant budget restrictions as identified in the Tier V Budget Contingency as identified in section 121.4-3 of the Budget Management and Control Law; and
- WHEREAS,** the Treasurer, as identified in Article III, section 3 of the Constitution, Section 1 of the By-Laws of the Oneida Nation, and the Position Description adopted by the General Tribal Council on July 30, 1990, has developed and presented a balanced budget for Fiscal Year 2021 to guide the Oneida Nation through the remainder of the fiscal year in spending and funding available for programming while maintaining the ability of the Oneida Nation to face unanticipated future economic impacts which may occur during this pandemic period and as the Nation and the world recovers; and
- WHEREAS,** the Treasurer has identified a budget which funds programming available for health, housing, and public safety, setting aside funds to protect future goals, and creating systems which return programming to prior levels; and
- WHEREAS,** the Oneida Business Committee has received the proposed final draft budget in accordance with section 121.5-7 of the Budget Management and Control Law and has determined that it should be adopted and, if possible, presented to the General Tribal Council for adoption; and
- WHEREAS,** the COVID-19 pandemic continues to spread across the Reservation, State of Wisconsin and United States to the extent that conducting the required Community Meetings under section 121.5-8 and holding a General Tribal Council meeting to adopt the budget would place members in significant jeopardy of contact with the virus and cause the virus to spread throughout the community; and
- WHEREAS,** the Treasurer has identified, and the Oneida Business Committee concurs, that any budget for Fiscal Year 2021 is a transition budget as the pandemic impacts are resolved and the economy, unemployment levels, and activities begin to recover and take on consistent trending; and
- WHEREAS,** the Oneida Business Committee believes that presentation of the budget to the community and adoption by the General Tribal Council remain important aspects, however any action to present this to the General Tribal Council at a meeting or to the membership through a Special Election would simply create unnecessary risk of spreading the COVID-19 virus throughout the membership and unduly jeopardize the health and safety of elders, children and adults; and

WHEREAS, the Treasurer presents the Final Draft Budget for review and approval;

NOW THEREFORE BE IT RESOLVED, in accordance with section 121.5-7 of the Budget Management and Control Law, the Oneida Business Committee approves the Final Draft Budget in the amount of \$426,427,822 and as an emergency exception to the Budget Management and Control Law under section 121.5-9(a) adopts the budget for implementation..

BE IT FURTHER RESOLVED, informational meetings on this transition budget for Fiscal Year 2021 shall be presented through a mailing to the membership regarding the budget, its transitional nature as we move through the restrictions and changes forced upon all of us by the global pandemic, and an on-line or other non-physical presence forum that creates a confidential space and allows questions, comments or concerns to be voiced in implementation of the Fiscal Year 2021 budget and development of the Fiscal Year 2022 budget.

BE IT FURTHER RESOLVED, an employment cap of 2200 employees shall be put in place based on all employees identified in the weekly Human Resource Department *Full-Time Equivalent (FTE) Employment Count*, Total Number of Employees:

1. the Human Resource Department shall work with the General Managers to identify and update the work force levels for each area which takes into critical and essential employee levels in place under prior Tier V Budget Contingency declarations, current budgeted funding, and also identifies 100% grant funded positions, 100% tribal contribution positions, and mixed funding positions;
2. the Human Resource Department shall identify full-time equivalents (*FTEs*) related to 2200 employees; and
3. the Chief Financial Officer shall identify a financial cap related to employment levels to provide further guidance in the provision of programs and services and maintaining enterprise activities.
4. Upon completion of items 1 and 2 above, hiring processes shall return to pre-COVID-19 hiring procedures.

BE IT FURTHER RESOLVED, employment increases related to new 100% funded grant positions shall not be counted within the 2200 employment cap for Fiscal Year 2021 and shall be subject to approval by the appropriate General Manager, recommendation by the Chief Financial Officer on the financial impact, and approval by the Oneida Business Committee after submission by the Human Resources Department.

BE IT FURTHER RESOLVED, the Oneida Business Committee has approved a \$.30 per hour pay increase in accordance with the Standard Operating Procedure *Salary/Wage Adjustments – Organization Wide Work Standards*, reference #1291, which shall be approved to be implemented by the Oneida Business Committee subject to the financial conditions of the Nation. The Chief Financial Officer shall provide an analysis and recommendation no later than January 31, 2021 on the ability to implement the budgeted pay increase and its impact on future fiscal years.

BE IT FURTHER RESOLVED, the Human Resources Department is directed to develop standard operating procedures to implement up to two weeks of paid leave for COVID-19 time off for employees to be implemented no later than December 1, 2020 and which shall be available one time for employee access and subject to provision of a positive COVID-19 test result of the employee or a member of the employee's household to receive the paid time off, provided that such time off may be paid retro-actively depending upon the receipt of the test results.

BE IT FURTHER RESOLVED, a "*Gaming Deposit Contingency*" is created by adoption of this resolution and an allocation of \$7.7 million to mitigate the risks of weekly revenues not meeting weekly expenses. The Gaming Deposit Contingency shall create a peg balance buffer in each fiscal year and shall not be used for specific projects.

BC Resolution # 11-24-20-F
Approval of Final Draft Fiscal Year 2021 Budget and Budget Directives
Page 4 of 4

BE IT FURTHER RESOLVED, that the \$15,589,776 is set aside for development of programming for members which may be utilized to fund a General Welfare payment in accordance with Title 10, General Welfare Exclusion, Chapter 1001 that will focus on the specific needs of two groups of members – those age 62 and over, and all membership. In the event the General Welfare programs are unable to be developed on or before March 15, 2021, the programming funding shall be allocated in a per capita payment based on the needs of the two groups of members age 62 and over, and all members.

BE IT FINALLY RESOLVED, the Elder Age 62+ per capita payment shall not be made in Fiscal Year 2021 and the Oneida Business Committee shall present alternatives for approval to the General Tribal Council as soon as reasonably possible.

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; 7 members were present at a meeting duly called, noticed and held on the 24th day of November, 2020; that the forgoing resolution was duly adopted at such meeting by a vote of 6 members for, 0 members against, and 0 members not voting*; and that said resolution has not been rescinded or amended in any way.



Lisa Liggins, Secretary
Oneida Business Committee

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

 <p>ONEIDA NATION STANDARD OPERATING PROCEDURE</p>	<p>TITLE: COVID-19 Paid Time Off</p>	<p>ORIGINATION DATE: October 14, 2020 REVISION DATE: July 1, 2021 EFFECTIVE DATE: After last signature</p>
<p>AUTHOR: HRD</p>	<p>APPROVED BY: <i>Compensation & Benefits Director</i></p>	<p>DATE:</p>
<p>DEPARTMENT: All</p>	<p>REVIEW BY: <i>EEO Director</i></p>	<p>DATE:</p>
<p>DIVISION: All</p>	<p>APPROVED BY: <i>HRD Manager</i></p>	<p>DATE:</p>
<p>EEO REFERENCE NUMBER: 5999 PAGES: 1 of 3</p>		

1.0 PURPOSE

- 1.1 To establish guidelines and rules for COVID-19 Paid Time Off.

2.0 DEFINITIONS

- 2.1 **Close Contact:** When an employee has been exposed to COVID-19 while performing their job duties:
- 2.1.1 Employee spent a total of 15 minutes or more over a 24-hour period within 6 feet of a COVID-positive person.
 - 2.1.2 Employee had direct exposure to respiratory secretions (for example, being coughed or sneezed on).
 - 2.1.3 Employee cared for a person who has COVID-19 without the use of personal protective equipment (PPE).
- 2.2 **Medical Provider:** Physician, Physician Assistant, Nurse Practitioner and Public Health Official.
- 2.3 **Member of Household:** An individual (related or not related to the employee) who is living in the same household at the time of a COVID-19 positive test result or adverse vaccine reaction.

- 2.4 Training Wage: A wage provided to certain tipped employees, during periods of time in which they are not receiving tips.
- 2.3.1 The training wage would be in lieu of their hourly rate of pay.

3.0 WORK STANDARDS/PROCEDURES

Work Standards

- 3.1 All employees on the Oneida Nation's payroll are eligible.
- 3.1.1 Individuals on Lay Off, Furlough, Leave of Absence, Pre-approved time off work (vacation/personal time) or off the schedule are not eligible.
- 3.2 COVID-19 paid time off is for employees who are unable to work due to the following reasons:
- 3.2.1 Employee had close contact with a COVID-positive individual.
(Close contact shall be retroactive to June 1, 2021),
- 3.2.2 Employee or member of employee's household has a positive COVID-19 test result,
- 3.2.2 Employee or member of employee's household has an adverse COVID-19 vaccine reaction.
- 3.3 Employees who have had Close Contact with an individual who has COVID-19 are eligible for up to 80 hours of paid time off.
- 3.3.1 This paid time off may only be used one time.
- 3.4 Employees who receive a Positive COVID-19 Test Result are eligible for up to 80 hours of paid time off.
- 3.4.1 This paid time off may only be used one time.
- 3.5 Employees shall be paid one hour if an employee receives a COVID-19 Vaccination during the employee's regularly scheduled working hours.
- 3.6 Employees who have an Adverse COVID-19 Vaccine Reaction are eligible to take the following day off paid if the following day is a working day.
- 3.7 COVID-19 paid time off includes:
- 3.7.1 Scheduled workdays missed, including holidays.
- 3.8 Paid time shall not exceed 40 hours per week.
- 3.8.1 Regular rate of pay does not include lead, tips, or shift differential pay.
- 3.8.1.1 A training wage may be used for tipped positions instead of the employee's regular rate of pay.

- 3.9 COVID-19 paid time off for a positive test result may be retro-active to when an individual was tested.
- 3.10 If an employee is able and approved to telecommute, they may do so; however, they will not be eligible for COVID-19 paid time off while telecommuting.
- 3.11 Employees who choose to receive COVID-19 paid time off will not accrue vacation/personal time during that time.
 - 3.11.1 Insurance benefits will continue as normal.

Procedures

- 3.12 **If, pursuant to their job duties, an employee has close contact with a COVID-positive individual;** or, the employee or a member of an employee's household receives a COVID-19 positive test; or, has an adverse vaccine reaction, they shall immediately notify their supervisor.
 - 3.12.1 Positive COVID-19 test results and adverse vaccine reactions shall be supported by documentation from a Medical Provider.
 - 3.12.1.1 Support document shall be given to the supervisor.
 - 3.12.2 Documentation pulled from a medical facility's website (i.e., MyPrevea site) would qualify as supporting medical documentation.
- 3.13 For non-exempt employees who receive the COVID-19 Vaccine during working hours, the supervisor shall enter the "RGNP1" code into KRONOS for one hour.
 - 3.13.1 The comment to use is, "CV – COVID-19 VACCINATION."
- 3.14 The supervisor shall enter the "COVID" code into KRONOS for each day the employee is off.
 - 3.14.1 When the employee has close contact with a COVID-19 positive individual **or** tests positive for COVID-19, the comment to use is, "CP – COVID-19: POSITIVE/ISOLATING."
 - 3.14.2 When the employee has an adverse reaction to the vaccine, the comment to use is, "CN – COVID 19: ADVERSE REACTION TO VACCINE."
- 3.15 The supervisor shall maintain communication with the employee and/or employee's family.

4.0 REFERENCES

- 4.1 BC Resolution #11-24-20-F Fiscal Year 2021 Budget and Budget Directives

Oneida Business Committee Agenda Request

Review the proposed Donation of Hours for Medical Emergency SOP and determine next steps

1. Meeting Date Requested: 07 / 28 / 21

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

1. For approval

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: _____
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

6. Cover Memo:

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

Request to approve the new process for Donation of Hours

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

 STANDARD OPERATING PROCEDURE	TITLE: Donation of Hours for Medical Emergency	ORIGINATION DATE: 2/24/2000 REVISION DATE: 6/17/2021 EFFECTIVE DATE: After last signature
AUTHOR: HRD	APPROVED BY: <i>Compensation & Benefits Director</i>	DATE:
DEPARTMENT: All	REVIEWED BY: <i>EEO Director</i>	DATE
DIVISION: ALL	APPROVED BY: <i>HRD Manager</i>	DATE:
EEO REFERENCE #: 2065 PAGE #: 1 of 4		

1. PURPOSE

- 1.1 To establish rules and a process for employees to donate vacation and/or personal hours to a pool for employees to utilize during a Medical Emergency.
- 1.2 To establish rules and a process for employees to request donated hours from the medical emergency pool of hours.

2. DEFINITIONS

- 2.1 Medical Emergency: a medical condition of the employee or Immediate Family of the employee that will require Prolonged Absence of the employee.
- 2.2 Medical Provider: A provider who may provide certification of a serious health condition that includes:
 - 2.2.1 Doctor of Medicine or Osteopathy, Podiatrists, Dentists, Clinical Physician Assistants, and Clinical Social Worker. This list is not all inclusive. Other types of Medical Providers may qualify.
- 2.3 Prolonged Absence: A period of more than three consecutive days.
- 2.4 Intermittent Absence: Time off from work which occurs at irregular intervals, not continuous or ongoing.

- 2.5 Immediate Family: Husband, Wife, Mother, Father, Son, Daughter, Brother, Sister, Grandparent, Grandchild, Great-Grandparent, Great-Grandchildren, Spouses Grandparents, Spouses Great-Grandparents, Great-Grandchildren, Son-in-law, Daughter in-law, Mother-in-law, Father-in-law, Sister-in-law, and Brother-in-law. Immediate family also includes legally recognized family members that establish the above relationships, such as stepparent, stepchild, step-grandparent, step-great-grandparents/grandchildren, adopted child, foster child, and guardian.
- 2.6 HRD: Executive Human Resources Director, Compensation & Benefits Director, Employment & Recruitment Director, Equal Employment Opportunity Director, Training & Development Director, and HRIS Manager.

3 WORK STANDARDS

(GENERAL STANDARDS)

- 3.1 Only employees who accumulate vacation and/or personal time can donate and/or receive hours.
- 3.1.1 Examples of those authorized to donate or receive hours include employees who are regular status (*part, half and full-time*), limited term, elected officials, contracted, etc.
- 3.1.2 Examples of those not authorized to donate or receive hours include employees who are emergency temporary, student intern, sub-relief, youth worker, etc.
- 3.2 Donated hours are paid at the receiving employee's wage/salary and taken from their business unit's budget.
- 3.3 Distribution of requested hours will be based on the weekly number of available hours in the pool.

(DONATING HOURS)

- 3.4 HRD will send a donation of hours request to the organization as needed.
- 3.5 Donation of hours is voluntary.
- 3.6 Donating employees must donate a minimum of two hours.
- 3.6.1 Donations are permanent and will not be returned to the donating employee.

(REQUESTING DONATED HOURS)

- 3.7 Donated hours may only be used for Medical Emergencies.
- 3.8 The request to receive donated hours for a Medical Emergency may be initiated by the employee or someone on behalf of employee.
- 3.9 Employees with a Medical Emergency must have 20 or less accumulated vacation and/or personal hours to request donated hours.
- 3.10 Employee may not begin using donated hours for a Medical Emergency until he/she has exhausted all vacation and personal time.
- 3.11 A prolonged absence of more than three days is required before donated hours can be used for intermittent absences.
- 3.12 Employee may not use more than 80 donated hours per medical emergency and may not exceed 160 donated hours per calendar year.

4 PROCEDURES

(DONATING HOURS)

- 4.1 Donating Employee will complete Donation of Hours Form.
- 4.2 Donating Employee will send the form to HRD_General@oneidation.org.

(REQUESTING DONATED HOURS)

- 4.3 Employee requesting donated hours will complete the Request for Donated Hours Form and include the following:
 - 4.3.1 Medical Provider documentation supporting the medical emergency and estimated time off.
 - 4.3.2 If the Medical Emergency is regarding an Immediate Family member, the supporting documentation clearly identifies that the family member must be taken care of.

(REQUESTING EMPLOYEE'S SUPERVISOR)

- 4.4 The supervisor shall complete the Medical Emergency Verification Form and verify the following:
 - 4.4.1 Requesting Employees most current personal and vacation time combined balance is below 20 hours.
 - 4.4.2 Medical Provider documentation supporting the medical emergency and estimated time off.
 - 4.4.3 If the Medical Emergency is regarding an Immediate Family member, the supporting documentation clearly identifies that the family member must be taken care of.

- 4.5 Medical Emergency Verification Form must be submitted to the HRD_General@oneidanation.org email by Monday or the request will be processed the following week.

(HUMAN RESOURCES)

- 4.6 HRD will review all forms.
- 4.7 Approval of requests will be prioritized by:
- 4.7.1 First time requestors.
- 4.7.2 Second time requestors.
- 4.8 If approved, the form shall be submitted to Central Accounting Payroll and Time and Attendance with a copy to the requesting employee's supervisor.
- 4.9 If not approved, the form shall be returned to the appropriate supervisor with an explanation of denial.
- 4.9.1 If applicable, request may be resubmitted.

(REQUESTING EMPLOYEE'S SUPERVISOR)

- 4.11 Upon receipt of HRD's approval, the supervisor will work with Time and Attendance to enter donated hours.
- 4.12 All approved donated hours must be recorded weekly in the timekeeping system.
- 4.12.1 Must include one of the following comments:
- 4.12.1.1 Medical Emergency-Self, or
- 4.12.1.2 Medical Emergency-Family

5 FORMS

- 5.1 Donation of Hours Form
- 5.2 Request for Donated Hours Form
- 5.3 Medical Emergency Verification Form