



## ***Quality of Life Committee***

**Regular Meeting  
9:00 a.m. Thursday, October 21, 2021  
Teleconference**

### **Agenda**

---

#### **I. CALL TO ORDER AND ROLL CALL**

#### **II. APPROVAL OF THE AGENDA**

#### **III. APPROVAL OF MEETING MINUTES**

- A. Approve the August 19, 2021, regular Quality of Life meeting minutes**  
Sponsor: Brooke Doxtator

#### **IV. UNFINISHED BUSINESS**

#### **V. NEW BUSINESS**

- A. Accept the Yukyunhiyostakhwahake update**  
Sponsor: Marie Summers
- B. Accept the Human Resource Department minimum wage analysis**  
Sponsor: Todd VanDen Heuvel

#### **VI. REPORTS**

- A. Accept the Tribal Action Plan report**  
Sponsor: Renita Hernandez
- B. Accept the Oneida Police Department report**  
Sponsor: Renita Hernandez, Tribal Action Plan Manager
- C. Accept the Zero Suicide report**  
Sponsor: Mari Kriescher
- D. Accept the Cultural Heritage Report**  
Sponsor: Tina Jorgenson

#### **VII. ADDITIONS**

**VIII. ADJOURN**



## Quality of Life Committee

**Regular Meeting**  
**9:00 a.m. Thursday, September 16, 2021**  
**Teleconference**

### Minutes

---

**Present:** Chair Marie Summers, Vice Chair Daniel Guzman King, Tehassi Hill, Brandon Stevens  
**Others Present:** Eric Boulanger, Brooke Doxtator, Renita Hernandez, Kristal Hill, Tina Jorgenson, Mari Kriescher, RC Metoxen, Vanessa Miller, Michelle Myers, Joann Ninham, Justin Nishimoto, Mark W. Powless, Nicole Rommel, Amy Spears, Ravinder Vir, Danelle Wilson

#### **I. CALL TO ORDER AND ROLL CALL**

*Meeting called to order by Vice Chair Daniel Guzman King at 9:01 a.m.*

#### **II. APPROVAL OF THE AGENDA**

Motion by Brandon Stevens to adopt the agenda with one (1) addition [1) under New Business B. add item entitled Tribal Needs assessment report], seconded by Tehassi Hill. Motion carried:

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

#### **III. APPROVAL OF MEETING MINUTES**

##### **A. Approve the August 19, 2021, regular Quality of Life meeting minutes**

Sponsor: Brooke Doxtator

Motion by Daniel Guzman King to approve the August 19, 2021, regular Quality of Life meeting minutes, seconded by Brandon Stevens. Motion carried:

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

#### **IV. UNFINISHED BUSINESS**

#### **V. NEW BUSINESS**

##### **A. Request report from the Trust Enrollment Department regarding Tribal member deaths related to drugs, alcohol and suicide**

Sponsor: Shannon F. Hill, Community Member

Motion by Daniel Guzman King to request Behavioral Health provide a quarterly report consisting of the overdose related deaths, Narcan usage, and needle exchange, seconded by Brandon Stevens. Motion carried:

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

Motion by Brandon Stevens for the Quality of Life Chair to write a memo to the General Manager for relevant areas for working with the TAP program, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

**B. Accept Behavior Health Tribal Needs Assessment for Opioid Awareness in the Oneida Community presentation**

Sponsor: Shannon F. Hill, Community Member

Motion by Brandon Stevens to accept the Behavior Health Tribal Needs Assessment for Opioid Awareness in the Oneida Community presentation as information, seconded by Daniel Guzman King.

Motion carried:

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

**VI. REPORTS**

**A. Accept the Tribal Action Plan report**

Sponsor: Renita Hernandez, Tribal Action Plan Manager

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

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

**VII. ADDITIONS**

**VIII. ADJOURN**

Motion by Daniel Guzman King to adjourn at 10:27 a.m., seconded by Brandon Stevens. Motion carried:

Ayes: Daniel Guzman King, Tehassi Hill, Brandon Stevens

Minutes prepared by Brooke Doxtator, Boards, Committees, and Commissions Supervisor  
Minutes approved as presented/corrected on \_\_\_\_\_.

# Yukyunhiyostakhw@hake

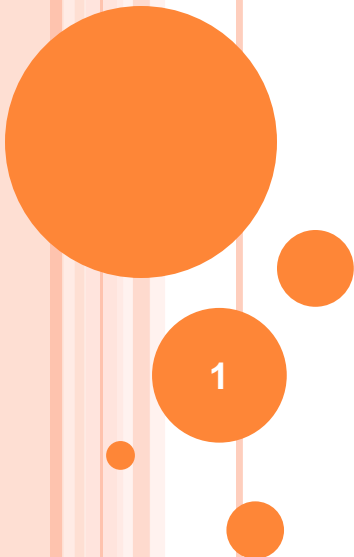
“The Things Necessary For All Of Us To Continuously Have A Good Life”

WELLNESS CAMPUS

MAY 16, 2018

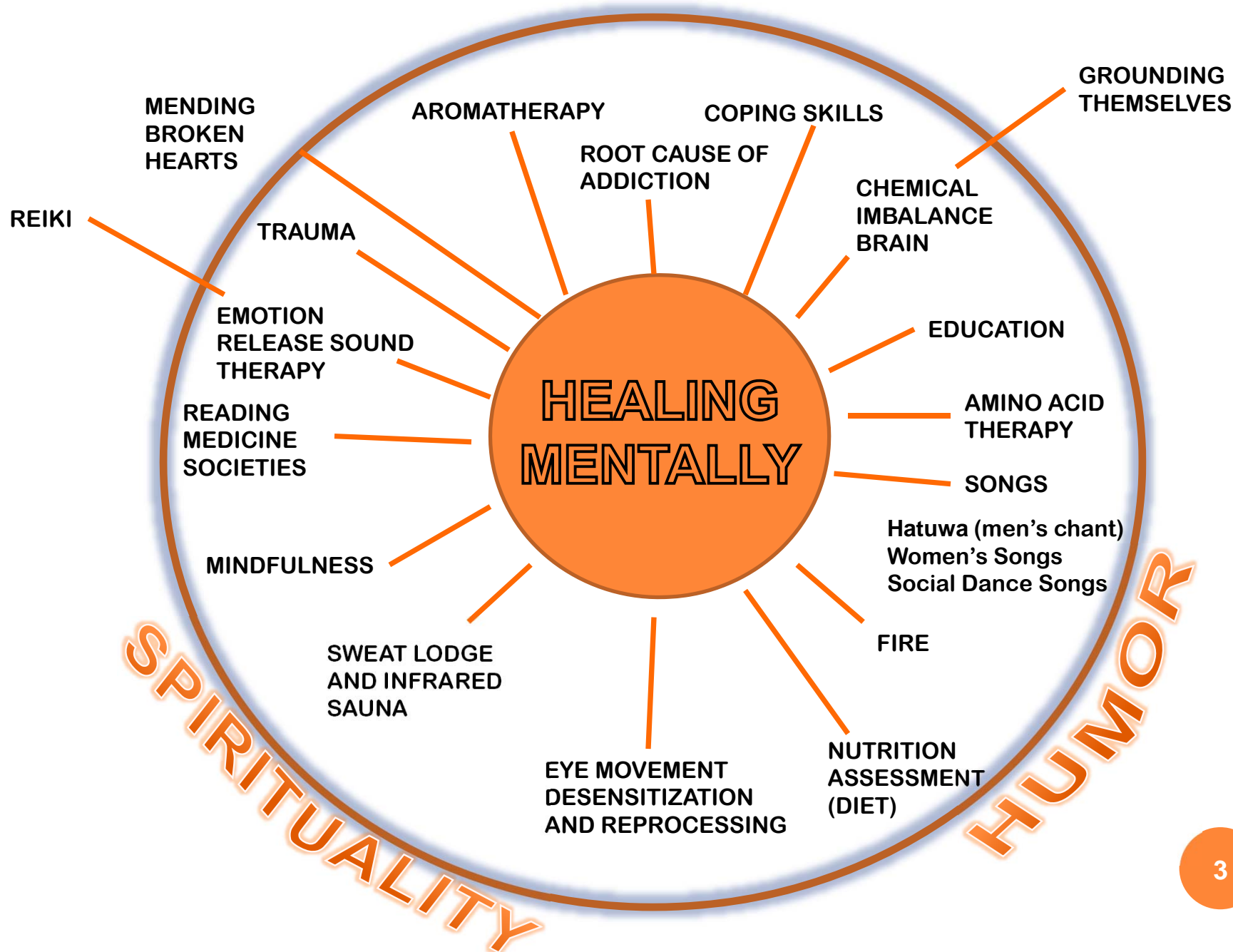
ORGANIZATIONAL DEVELOPMENT

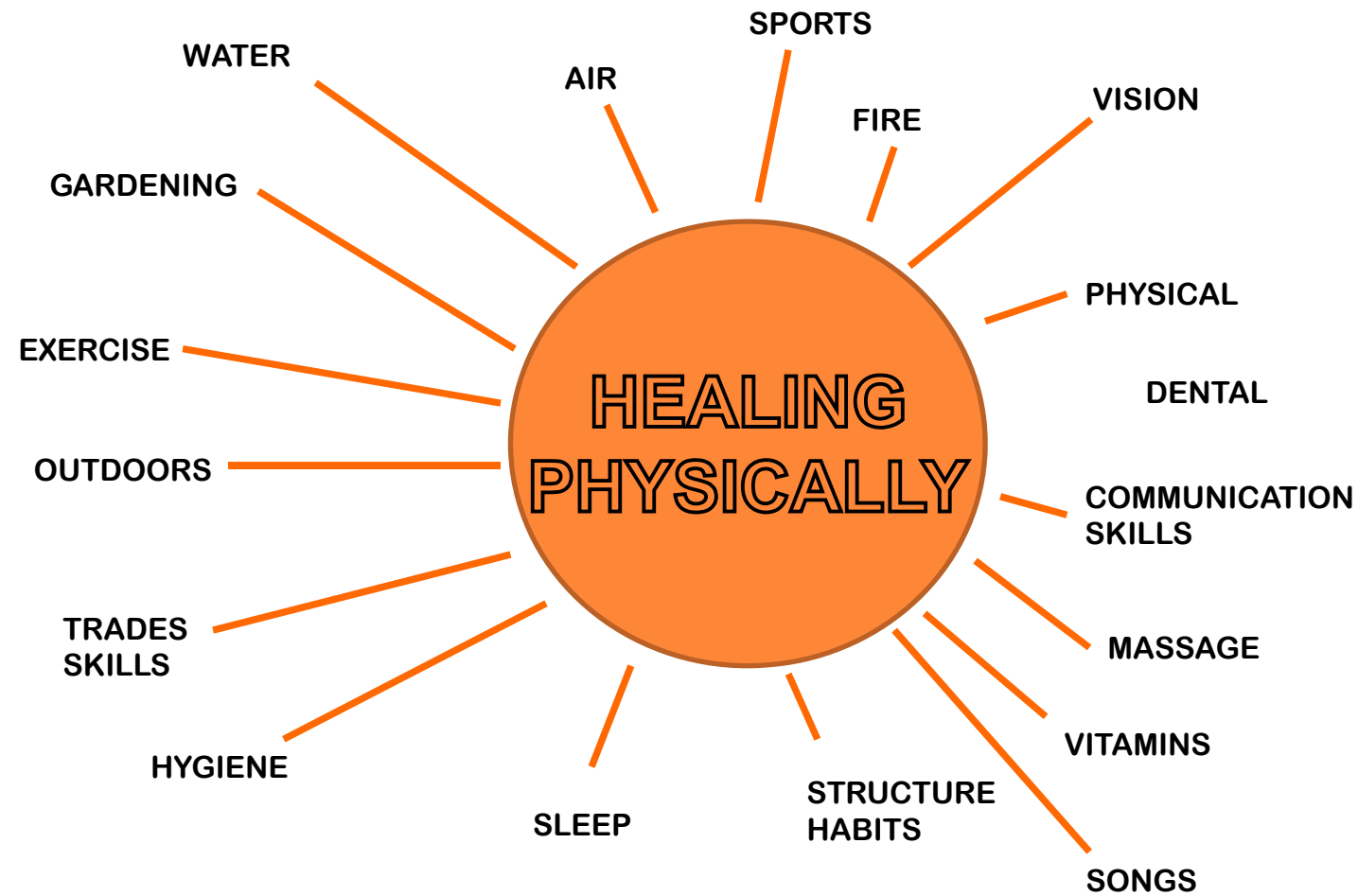
WORK SESSIONS



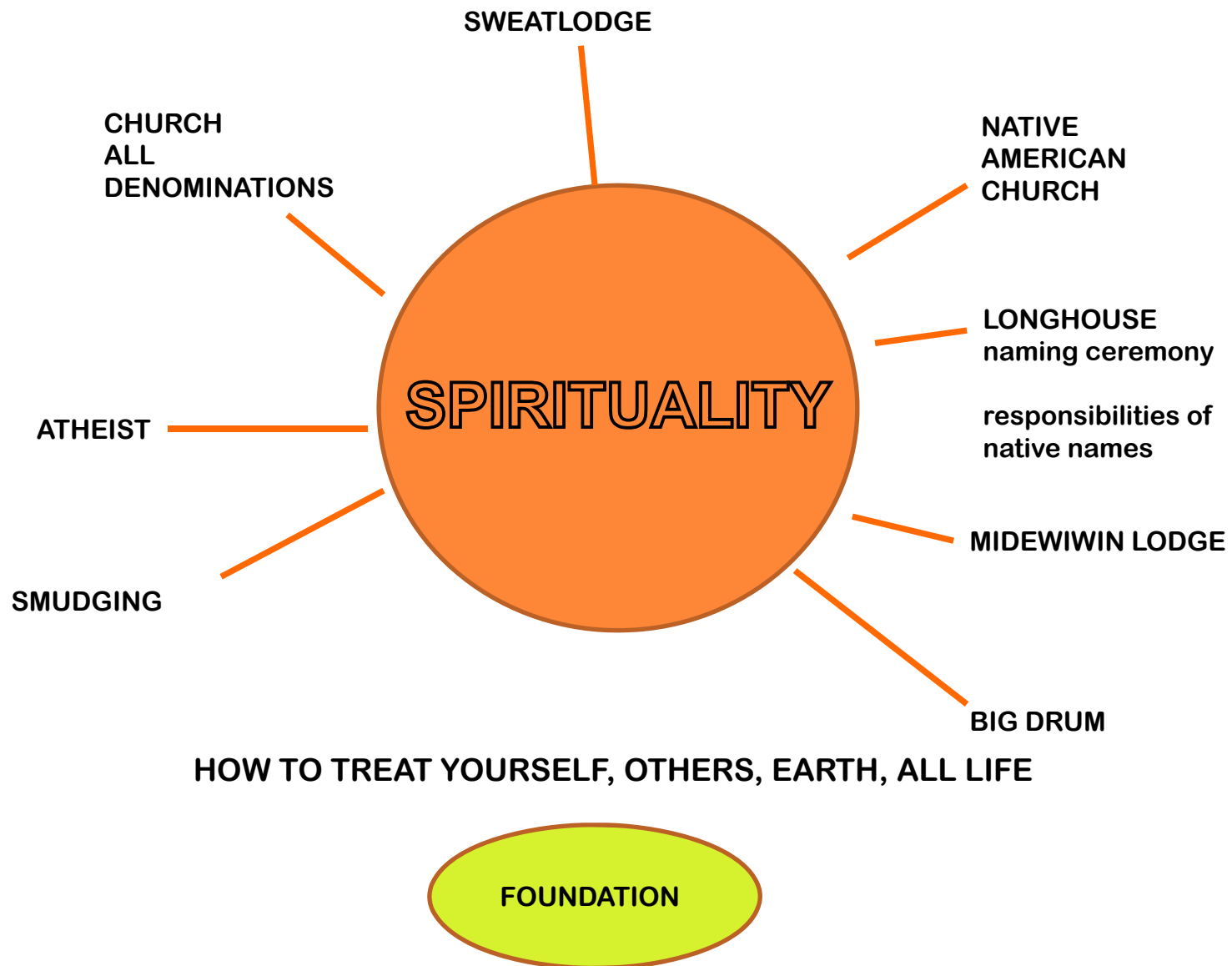


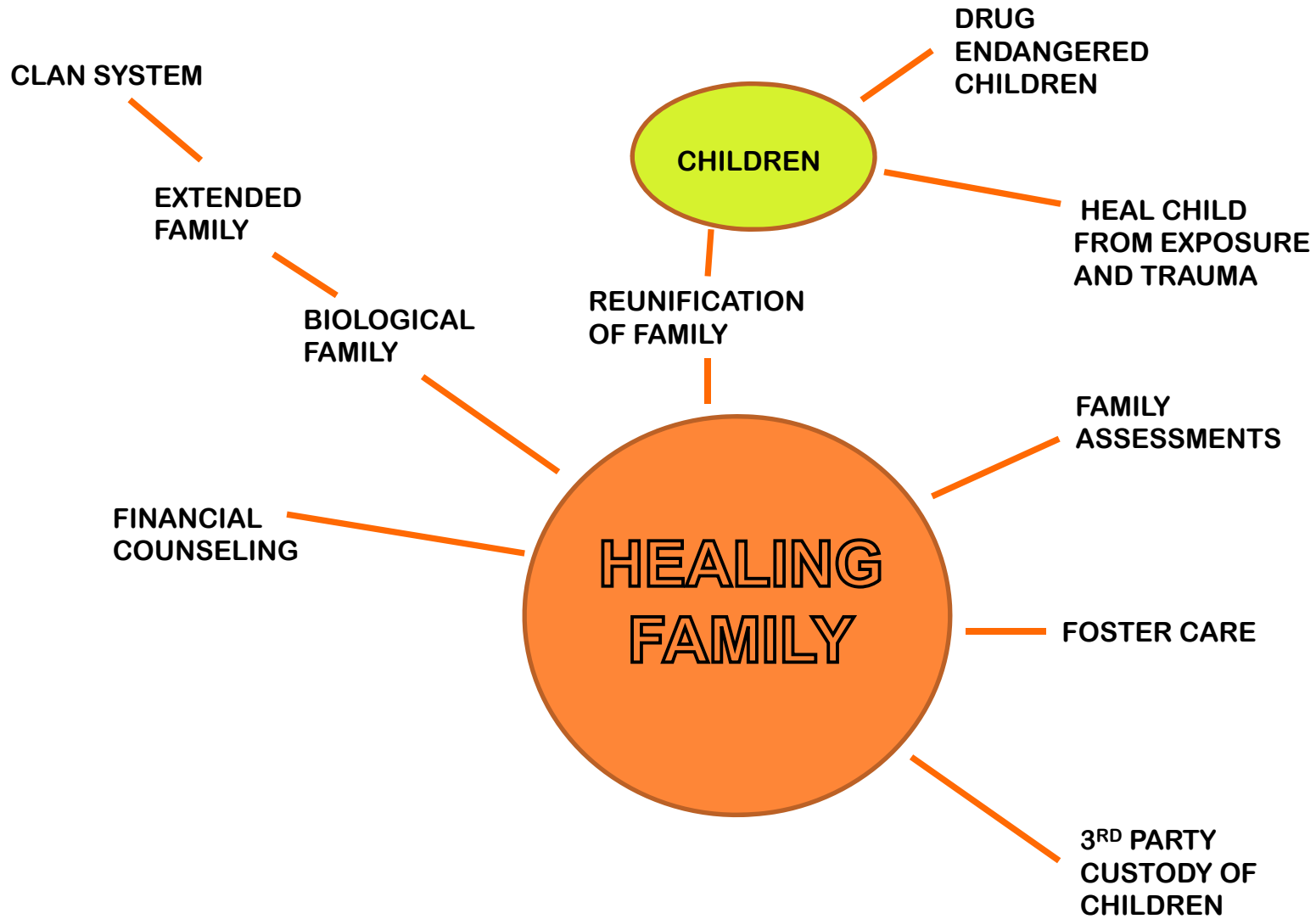
PROGRAMMING CHART

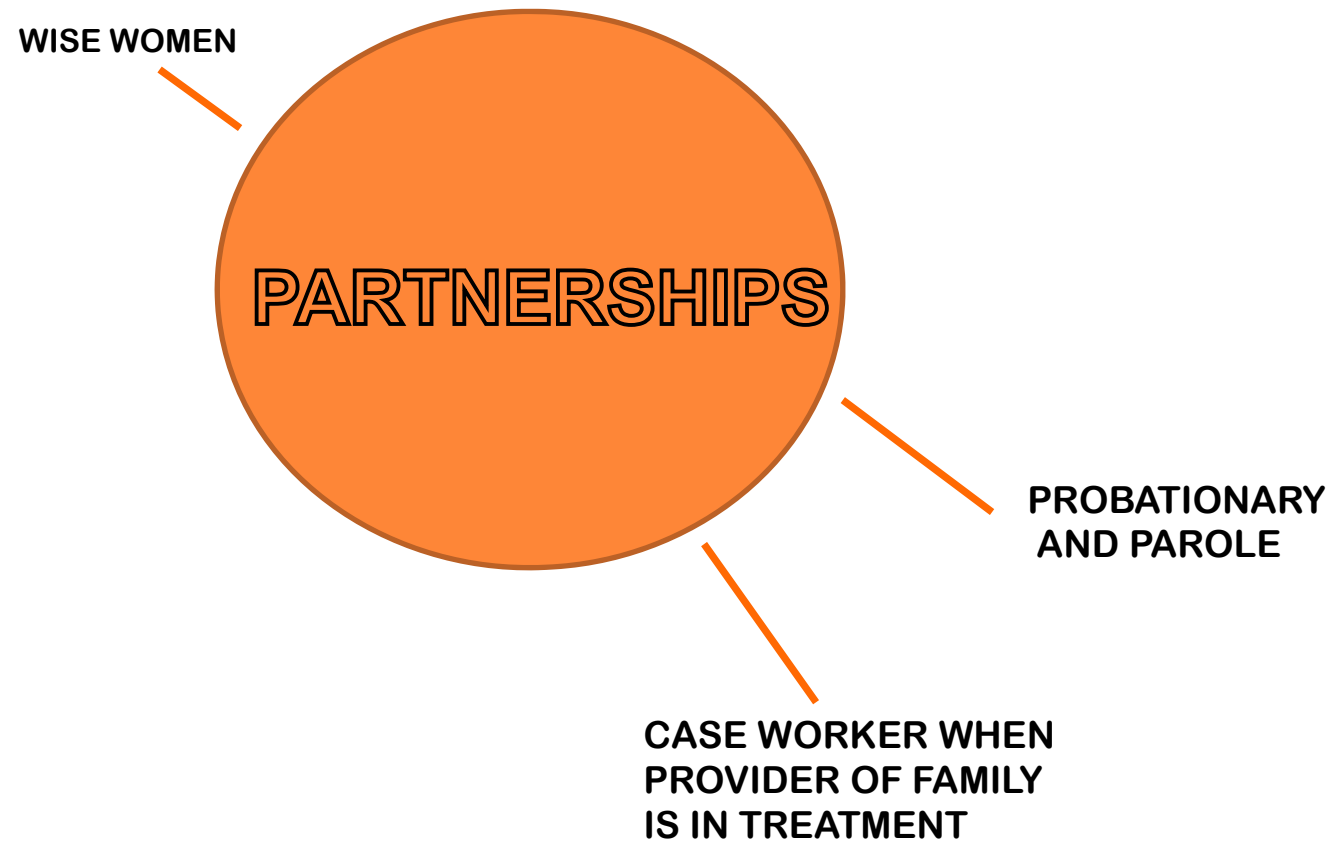


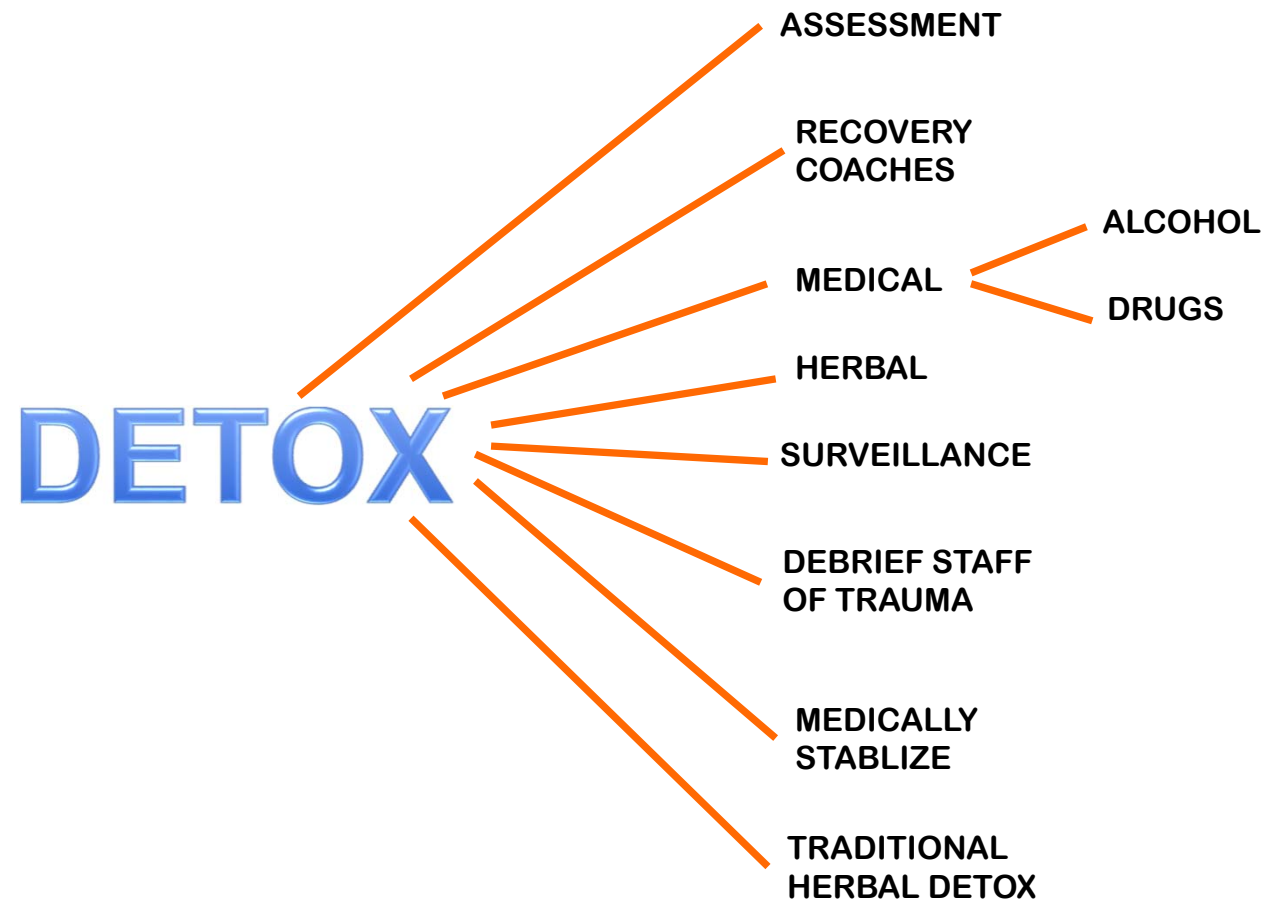


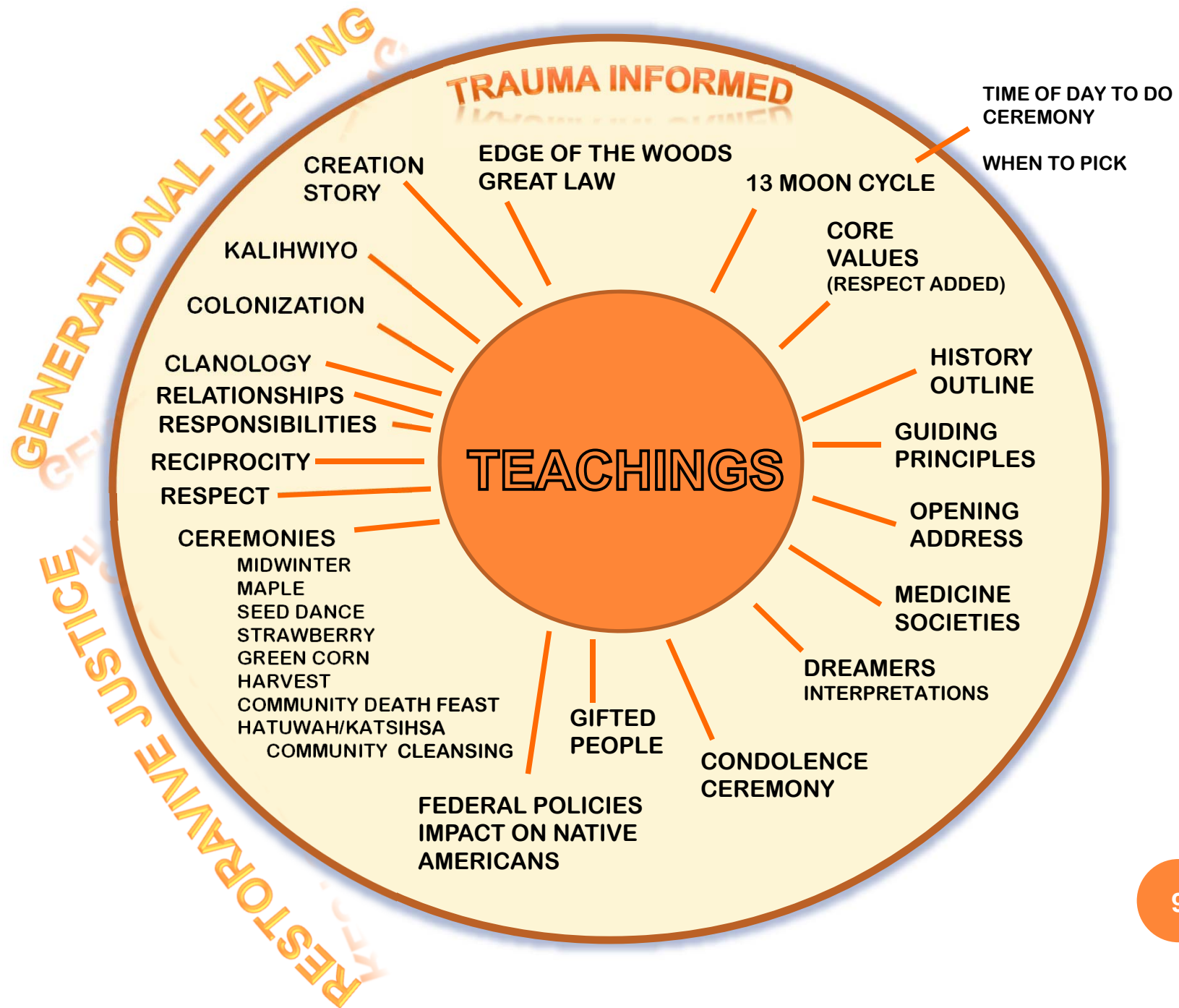


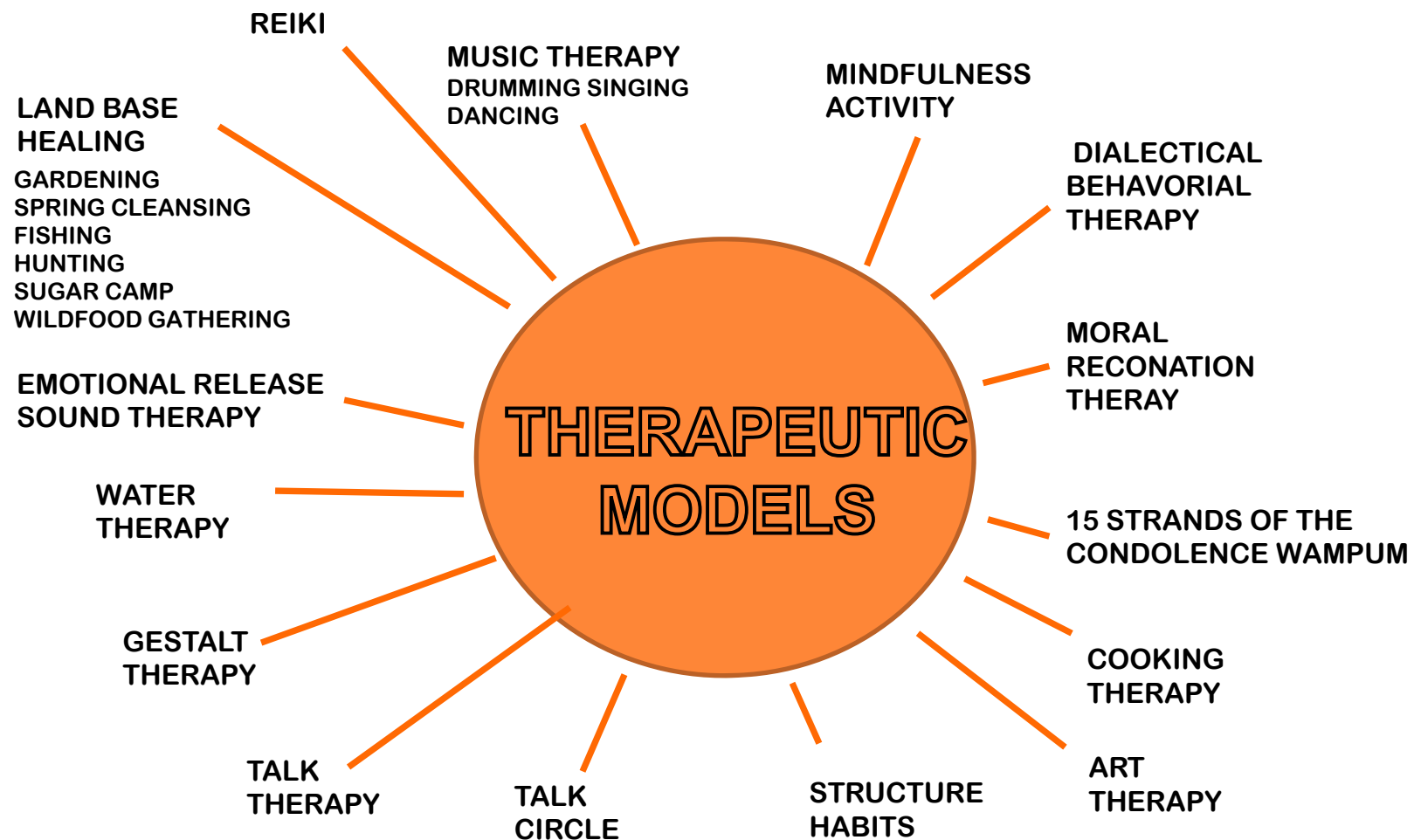














WORKFORCE DEVELOPMENT  
HOUSING  
PARENTING CLASSES  
CULTURAL HERITAGE  
HEALTH CENTER  
HOUSING  
FITNESS

ONAP-ART MATERIALS, CONTACTS FOR  
LONGHOUSE CRAFTS

OCHC/BEHAVIORAL HEALTH FOR  
INSURANCE COVERAGE

ENVIRONMENTAL HEALTH

VOCATIONAL DEVELOPMENT

LANGUAGE HOUSE

## INTERNAL PARTNERSHIPS

BEHAVIORAL HEALTH  
COMMUNITY EDUCATION  
CENTER

EARLY HEADSTART

EARLY INTERVENTION

HIGHER EDUCATION

INCOME SUPPORT FOR INPATIENT  
TREATMENT

GRANTS OFFICE  
CUSTODIAL

DPW

MIS

EAP

OPD

ENROLLMENTS

TRUST

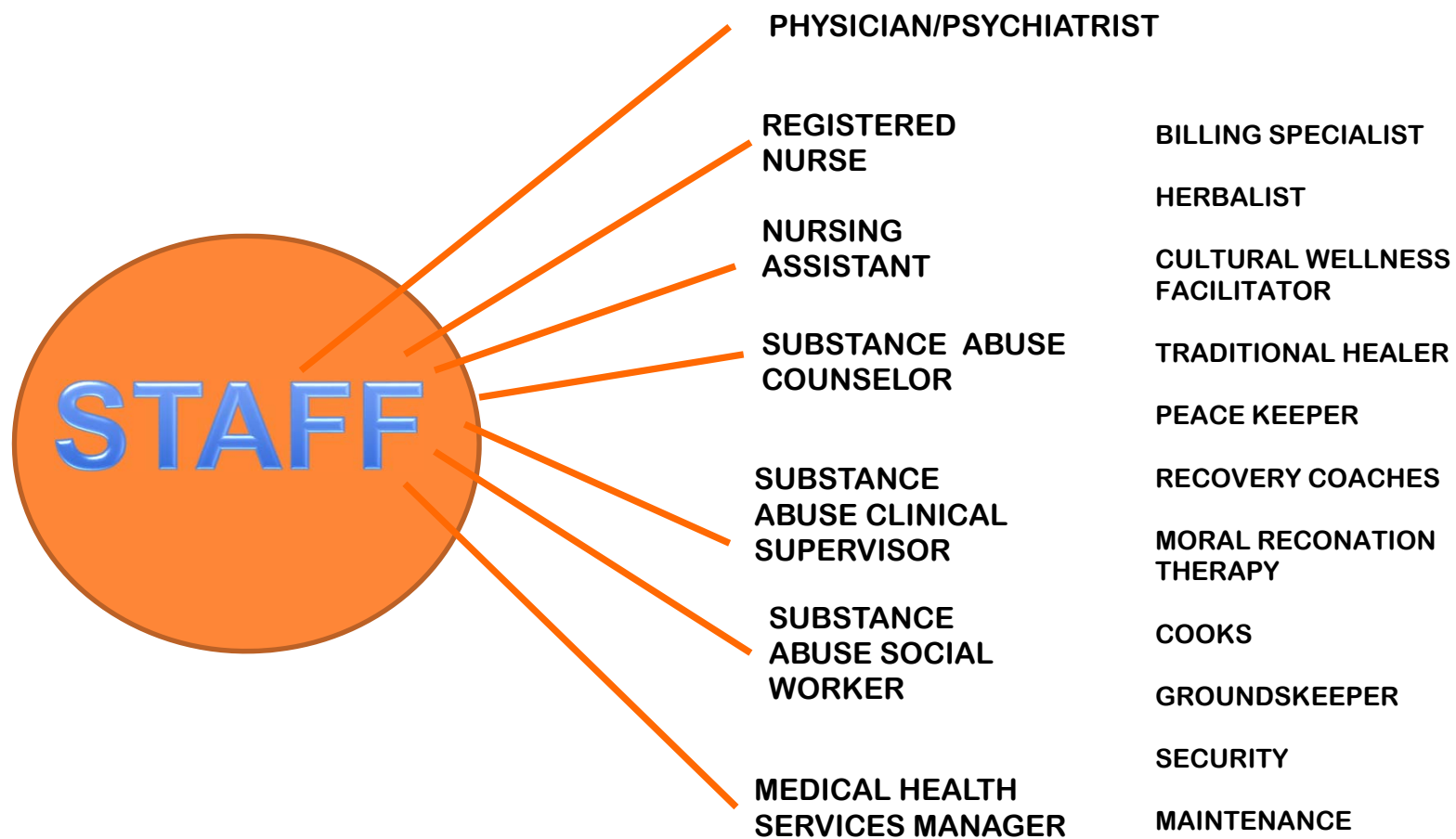
## EXTERNAL PARTNERSHIPS

PREVEA, BELLIN, AND AURORA FOR LABS  
BROWN COUNTY AND OUTAGAMIE  
COUNTY DA  
BROWN COUNTY HOUSING

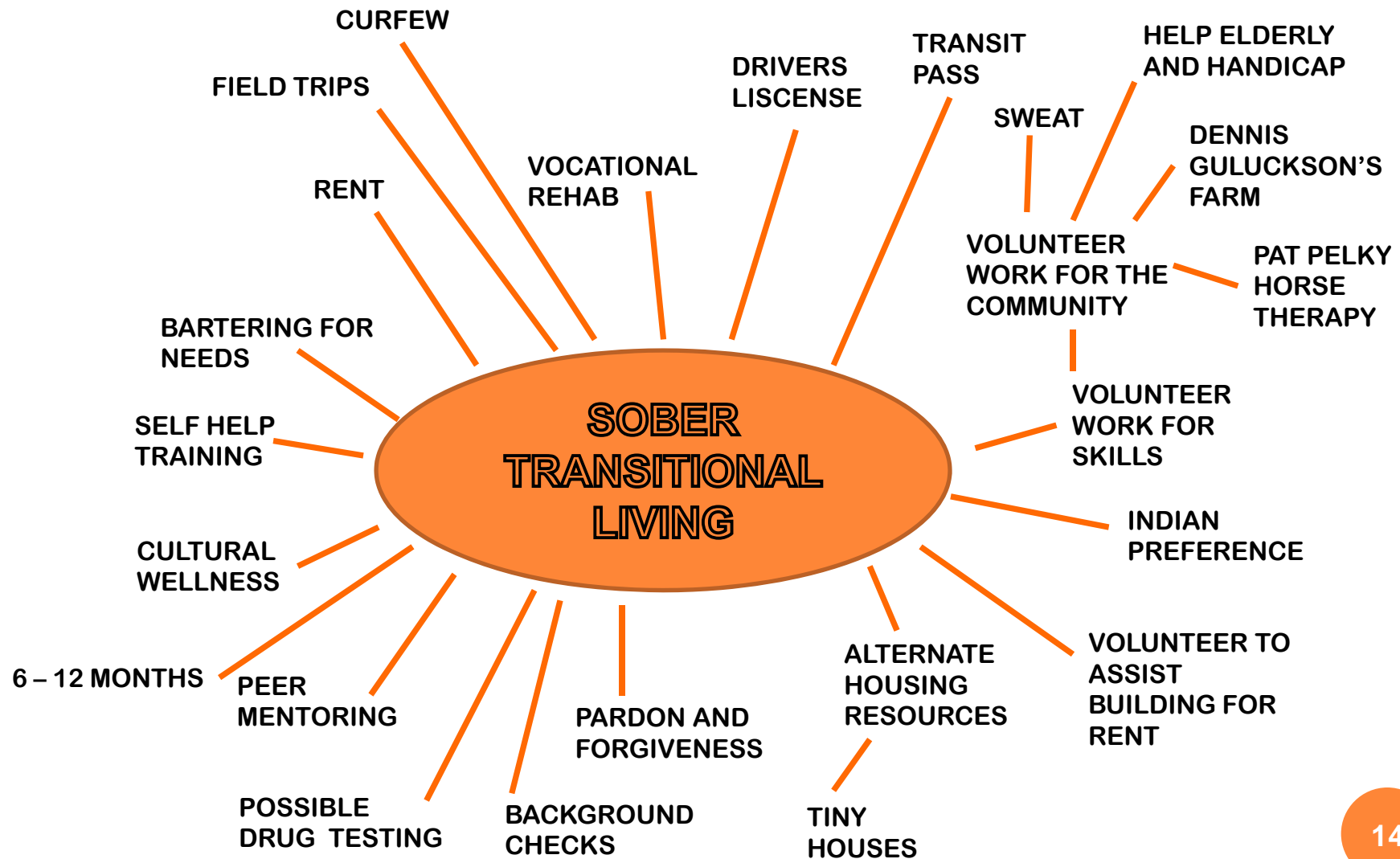
LONGHOUSE  
WISEWOMEN

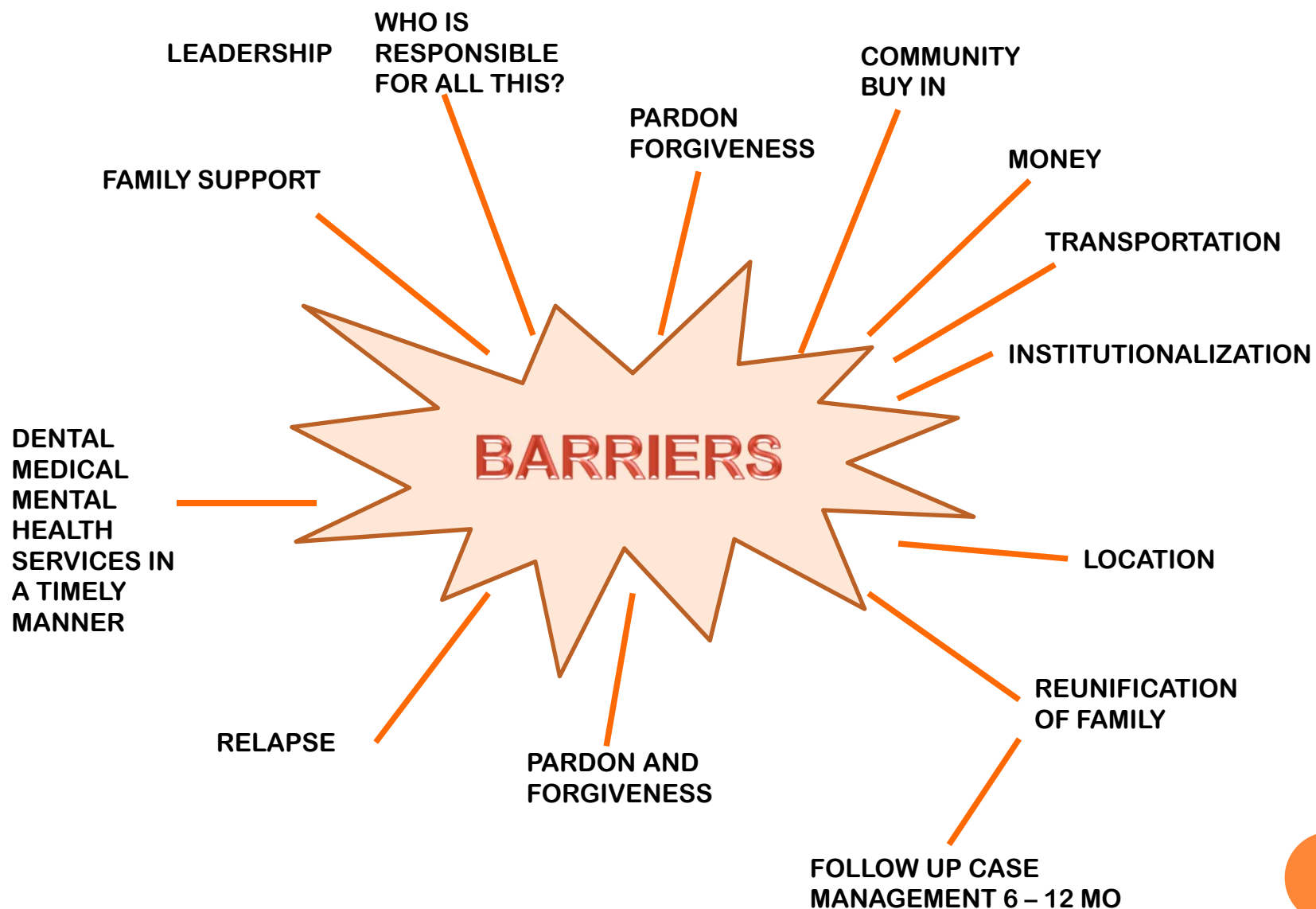
MENS GROUP





## STAYING SOBER AFTER TREATMENT





## CAPITAL IMPROVEMENT PROCESS (CIP) PROJECT REQUEST

Form CIP-01  
(Rev. 11/03)1. Project Name and Description: **(FIRST DRAFT – January 22, 2018)**

On May 10, 2017, the Oneida Business Committee passed resolution #05-10-17-C declaring that the Oneida Nation has prioritized alcoholism and substance abuse prevention and treatment as a primary issue and has directed that a comprehensive strategy, in compliance with the anti-drug abuse act of 1986, P.L. 99-5-70, be developed to address the needs of Tribal members and other community members within the Oneida Nation Reservation. The resolution also establishes a Tribal Coordinating Committee to drive the TAP process and implementation.

The Tribal Action Plan (TAP) was created by a cross-divisional team call Tribal Coordinating Committee (TCC) whose mission is that the Oneida Nation and community partners will restore balance to our families by preventing and combating substance abuse. See attached Tribal Action Plan.

TCC and attending community members created 5 goals to focus on over the next 5 years. This CIP will address part of Goal 4 By the end of year 5 The Oneida Nation will open Tsi?niyukwalihot^ Wellness Campus. This will be broken down into three sections:

- A gathering café – Completed by the first year.
- Outreach treatment home – Completed by the first year.
- Sober Living transitional home – Completed by end of year five.
- Tsi?niyukwalihot^ Wellness Campus –Complete by end of year five.

## 2. Site Criteria: (List required adjacencies, location of clientele, etc.)

**Darjune Gathering Café** – Commercial Kitchen, Large restaurant sitting area with Outreach Presentation capabilities, break-out rooms and restroom that meets Tribal code requirements and grassroots treatments requirements . This may be run by Enough is Enough Community Group (grassroots community members). A safe place for a recovery addicts to get help like narcotic anonymous group, heroin anonymous, alcoholic anonymous and White bison and Red-road recovery programs.

**Outreach treatment home** – profession help by trained professional to provide a safe place to begin treatment similar to the group homes of the past. This will be a 24 hour facility for first contact of treatment. This will help them to detox to begin implementing the holistic treatment to get them back on track for recovery. This is a pickup and early evaluation for treatment.

**Sober living transition home** – A transitional living center where they have their freedom to continue with their life skills, skills training, educational assessments and implementation to reach their educational credentials to be successful in day-to-day living.

**Tsi?niyukwalihot^ Wellness Campus** – It is an in-patient long-term treatment center with a holistic approach to address addicts and their families to gain life skills, coping-skills, physical and mental healing, and cultural foundation to achieve personal identity and sense of family and responsibilities. Where they become an inspired to have a good heart, a good mind, and strong fire within them so they can help themselves and then others in alignment with our seventh generation philosophy and holding ourselves accountable to our core value.

## 3. Client Representative(s) (Name, Business Address, and Phone Number)

Tribal Coordinating Committee - LEAD: Pat Pelky and Latsi Hill

Team Members:

- Priscilla Belisle,
- Racquel Hill,
- Leanne Duxtator,
- Michele Duxtator,
- Kurt Jordan

## 4. Desired Date of Occupancy: \_\_\_\_\_

6. Attach: 1. Drawings and sketches; 2. Descriptions of special needs; 3. Other special considerations.

7. Estimated total square footage: (Complete Form CIP-1a)

Existing facility:                      sq. ft.                      Proposed facility:                      sq. ft.

### APPROVALS – (Required)

Department Manager: \_\_\_\_\_ Date: \_\_\_\_\_

Area Manager: Seth Hui TCC LEAD Date: 1/22/18

Division Director: Pete Perry, ENSOL Div Date: 1/22/18

## ENGINEERING DEPARTMENT USE ONLY:

Date Received: \_\_\_\_\_ Project No. Assignment: \_\_\_\_\_

Submitted to Facilities Team on \_\_\_\_\_ (date) for review at the \_\_\_\_\_ (date) meeting.

Completion Date of CIP Package

**SPACE NEEDS SUMMARY: FORM CIP-01a**

PROJECT NAME: \_\_\_\_\_

[illegible]

# CAPITAL IMPROVEMENT PROCESS (CIP) – CONCEPT PAPER

For  
**Yukyunhiyostakhw@hake Wellness Campus**  
 CIP #18-005

October 22, 2018

## I. Purpose:

- A. The proposed project is for the development of a wellness campus to address a variety of wellness issues identified in the Oneida Nation's Tribal Action Plan (TAP) with alcoholism and substance abuse issues facing Oneida Nation members and other community members being of primary concern.

## II. Project Analysis:

- A. Project Description: The project entails the construction of a wellness campus projected to include the following components:

- An in-patient treatment center - comprised of an initial 20 bed unit with separate male and female quarters. The facility will provide a holistic and trauma informed approach to address community members with substance use disorders. The treatment facility will also work with participants and their families to gain life skills, coping-skills, physical and mental healing, and cultural foundation to achieve personal identity, sense of family, and responsibilities. The treatment approach will also be rooted in the utilization of traditional and promising practices.
- A sober transitional living facility – service area will provide transitional housing and out-patient type services to individuals (10-15) who have completed in-patient treatment and require continued support of their wellness efforts.
- Education/Community Building(s) – facility(s) will provide wellness education opportunities for the public that promote the values of the Nation, community engagement, and encourage the health and wellbeing of the membership.

### B. Assumptions:

1. That the Tribal organization will support the project moving forward.
2. Funding will be available for developing the project (if needed, in phases as funding becomes available).
3. The wellness campus will serve the Oneida Nation Community through increased culturally based services, most importantly those directed at alcohol, tobacco and other drug abuse recovery and will:
  - a) greatly reduce the occurrence of relapse
  - b) extend the healing process out to families
  - c) promote the values of the Nation, and
  - d) encourage the health and wellbeing of the membership.



**C. Operational Impact:**

1. Development of this project will require organizational support that includes additional staffing from DPW, Custodial, MIS, etc. A full evaluation will be included in the project's CIP Package.
2. A new facility will require additional administrative and professional staff.
3. A full evaluation of necessary staff, services and equipment will be developed in the project's CIP Package.

**D. Organizational Goals:** The project would support the following goals and objectives of the 2008 Comprehensive Plan for the Oneida Reservation and its 2014 update:

1. Plan Element: Wellness Sk<=n^= <k^hak
  - a) GOAL #1: Ensure overall wellness for Latiksa>sh&ha tsi> niyo=I#=  
lotikst<hok&ha (the children to as far as the old people)
    - (1) Objective 1.1: Preserve Oneida Language and culture so that ayukwatenhotukwatha>tslay<=t@ke. (we all should have a key).
    - (2) Objective 1.3 Ata>kalit@tsla (Healthcare) Improve physical and mental health of the Oneida community.
2. Plan Element: Community Design
  - a) GOAL #1: Create an Oneida community of wellness that supports the individual's tie to the land through a sense of place, identity, and appropriate development.
    - (1) Objective 1.1: Create a positive sense of place which identifies the Oneida community.
3. Plan Element: Facilities, Utilities, Transportation
  - a) GOAL #1: Enhance tribal sovereignty by investing in tribal infrastructure.
    - (1) Objective 1.2: Improve energy efficiency of tribal assets.
4. Plan Element: Public Safety
  - a) Goal #1. Assert our sovereignty.
    - (1) Objective 1.1: Increase jurisdiction on the Oneida Reservation.
    - (2) Objective 1.2: Assess Judicial Code.
  - b) Goal #2. Enhance public and community safety, security and well-being on the Oneida Reservation.
    - (1) Objective 2.1: Reduce crime rate.
    - (2) Objective 2.2: Improve community perception of safety on the Oneida Reservation.

**III. Market:**

A. Market Served: The market to be served is the Oneida community which resides on the reservation and surrounding areas.

B. Competition: Potential competition would be limited to treatment facilities within the Brown and Outagamie area that have a treatment focus that is based on Native American culture and values. Closely related facilities exist in Lac du Flambeau,

Cloquet and Fond Du Lac Minnesota. Based on the high incidence and severity of addiction in the Native American population base, these closely related facilities are not seen as competition but rather complimentary resources having the same agenda focus.

#### **IV. Potential Risk:**

- A. Lack of community buy in and support.
- B. Lack of available financial resources to develop and operate the facility.
- C. Failure to meet and fulfill the Comprehensive Plan's goals and objectives supported by this project.

#### **V. Potential Investment**

A. Funding Sources: Potential funding sources for this project include:

- 1. Grants - State of Wisconsin
- 2. Grants - Federal Government
- 3. Grants - Private Foundations
- 4. CIP Budget

B. Development Costs:

- 1. The project will require funding for completing the project's CIP Package if the Concept Paper is approved. Funds are needed for outside consultant services for: developing business plan, space programming, etc.).

C. Construction Cost Target:

- 1. Construction cost is targeted to be in the \$200 - \$350 per square foot range for the building only. Site work, soft and miscellaneous costs, furniture, fixtures, equipment, and contingency are in addition to this construction cost.
- 2. The project's CIP Package will identify the total project budget estimate.

#### **VI. Time Line**            Upon approval of the Concept Paper:

- |   |          |
|---|----------|
| A. CIP Phase I - CIP Package                  | 15 weeks |
| B. CIP Phase II -Project Ranking and Approval | 8 weeks  |
| Upon allocation and activation of funding:    |          |
| C. CIP Phase III –Design                      | 52 weeks |
| D. CIP Phase IV- Construction                 | 72 weeks |



**VII. Recommendations**

A. It is recommended strong consideration be given to this project in order to:

1. Help Behavioral Health accomplish goals and objectives in their work plans as well as those set in the Oneida Reservation Comprehensive Plan.
2. Support implementing the Tribal Action Plan (TAP).

**VIII. Client Approval** A signed copy of the CIP-05 Form is attached indicating approval by client's division director.

ATTACHMENT: FORM CIP-05

## Capital Improvement Process (CIP) - Client Division Director Approval Form

To: George C. Skenandore – Governmental Services Division Director  
Through: N/A  
From: Samuel VanDen Heuvel - Project Manager  
Date: October 22, 2018  
Re: Yukyunihiyostakhw@hake Wellness Campus # 18-005  
Formerly Oneida Wellness Campus

I have reviewed the attached Capital Improvement Process (CIP) document identified below for the above noted project and approve of the project moving into the next phase of the CIP Process

- ☒ CIP Concept Paper – dated: October 22, 2018  
☐ CIP Package – dated:

George C. Skenandore Digitally signed by George C. Skenandore  
Date: 2018.10.22 13:45:26 -05'00'

Date

Form CIP-05  
Rev. April 11, 2017

Todd VanDen Heuvel,  
Executive HR Director  
P.O. Box 365  
Oneida, WI 54155  
920-496-7358



October 20, 2021

## **Minimum wage/Livable wage analysis**

The purpose of this memorandum is to provide an HR analysis on the Nation's current minimum wage and whether consideration should be given to increase to minimum wage that aligns with data and research on what is quantifiable as a "livable wage."

### **BACKGROUND**

At a September 30, 2021, meeting with a designated Sub-Committee of OBC members, a discussion commenced to review and discuss the Nation's current minimum wage standards and to broaden the discussion on whether the current minimum wage meets a livable wage standard. From that discussion, it was determined that the Nation's HR department would provide an update to the Quality of Life (QOL) Committee at the October 21<sup>st</sup> meeting.

There has been an increase in recent dialogue from various government entities as well as expanded media coverage as it relates to an established minimum wage, particularly related to \$15.00/hour. As the local economy continues to struggle with significant worker shortages, employers are swiftly adapting and aggressively increasing their compensation packages, particularly for frontline and entry level positions. It is commonplace in the Green Bay metro area to see initial wage offers beginning or exceeding a starting pay of \$15.00/hour. The Green Bay area Hospital system (Hospital Sisters Health System (HSBS)) announced this week that they have raised their standard minimum wage to \$15.00/hour.

To further exacerbate this compounding challenge for the Nation, the rate of inflation continues to rise as consumer prices in September sent inflation up 5.4% from where it was just a year ago. This increase matches the largest increase since 2008 as global supply lines continue to experience significant challenges. To further that, it is estimated that the cost of living may likely experience an increase between 5-6% in 2022.

Various research exists related to what a "livable wage" is given the significant rise in inflation along with the continuing escalation of living expenses. MIT who has conducted research on this topic concluded that a single adult with no children would need a minimum hourly rate of \$14.02/hour to meet minimum living standards. Add a spouse or dependent child and those expenses compound into a significant increase in what minimum living standards are identified at.

As a primary employer for Oneida Tribal families, over 57% of the current workforce are Oneida enrolled members. To strive to continue to increase those numbers, the Nation should embrace the concept of applying a livable wage in their compensation practices. Incorporating

this approach can have a direct impact on the health and wellbeing of Oneida Families. From a strategic standpoint, recruiting and retaining Oneida enrolled employees for long term sustainable employment will remain a foundation of the Nation. It is with that in mind that the conceptual application of a livable wage be incorporated into the Nation's compensation philosophy. Given that HRD is currently involved with two pending compensation studies, the timing of such a change would be most effective and applicable to incorporate a minimum wage adjustment as part of that overall review as it will be a broad, comprehensive change across the organization.

While the concept of applying a \$15.00/hour minimum wage is a significant step forward, continual and annual evaluation of the Nation's wage structure and in particular, minimum wage will need to be imbedded in the objectives of the Human Resources Department (HRD). If the labor shortage continues to drive up starting wages for the local area, the Nation will need to react to those demands as well. While many local employers are shifting towards a \$15.00/hour minimum wage, further discussions may need to occur on whether that level of minimum wage will result in enough net effect on the overall ability to hire and retain frontline workers.

Given the Continuing Resolution for FY2022 was recently passed, all eligible employees were afforded an hourly increase of \$1.00. Based on the most recent analysis, if the Nation were to raise the minimum wage up to \$15.00/hour, it would result in an annual fiscal cost as outlined below:

- Gaming: Estimated to be \$360,968
- Non-Gaming: \$412,610
- Overall fiscal cost to the Nation as of 10/18/2021: \$773,578

*\*An estimated breakdown is attached.\**

It should be noted that these fiscal costs would remain perpetual and likely continue to compound in future years as annual raises and other wage related adjustments occur. With that, it will continue to increase labor costs for the Nation which may require a continued monitoring of overall employment numbers such as that cap that was included in the budget for FY2022.

## Analysis of an organization wide minimum wage increase.

### Summary

An analysis of a potential FY23 Tribal wide minimum wage increase to \$15.00 per hour. The minimum wage increase will have an estimated impact of \$1,566,104.80 for 358 employees. The calculations include the proposed FY2022 organizational wide 1.00 increase and any proposed divisional frontline starting wage increases. Retail is proposing a starting wage of \$13.00 and Gaming may have proposed starting wage increases but the information was not available at the time of this report and was not included in the calculations. Also not included in the calculations were the summer intern position, youth workers and gaming dealers.

Division	Employees Affected	Annualized Increase
BC GAMING GENERAL MANAGER	221	\$ 1,019,626.40
BC GENERAL MANAGER	49	\$ 217,172.80
BUSINESS COMMITTEE	85	\$ 315,224.00
GENERAL TRIBAL COUNCIL	3	\$ 14,081.60
<b>Grand Total</b>	<b>358</b>	<b>\$ 1,566,104.80</b>

Areas that have a high concentration of entry level positions are represented below.

Department	Employees Affected	Annualized Increase
COMHE AJNH DIETARY	5	\$ 15,724.80
COMHE PHARMACY	2	\$ 6,656.00
DPW CUSTODIAL	23	\$ 104,228.80
DPW GROUNDSKEEPING	2	\$ 7,592.00
EDTRG CHILD CARE	3	\$ 11,960.00
EHSLA FARM AGRICULTURAL	1	\$ 3,057.60
EHSLA ORCHARD	5	\$ 41,308.80
EHSLA TSYUNHEHKWA	1	\$ 2,080.00
GAMING ACCOUNTING OPERATIONS	24	\$ 91,478.40
GAMING BINGO	18	\$ 77,563.20
GAMING CUSTODIAL	92	\$ 436,997.60
GAMING EMPLOYEE SERVICES	1	\$ 2,808.00
GAMING FOOD & BEVERAGE	35	\$ 158,600.00
GAMING LODGE	14	\$ 69,867.20
GAMING MAINTENANCE	3	\$ 12,771.20
GAMING MARKETING	7	\$ 29,140.80
GAMING SLOTS	27	\$ 140,400.00
GOVT AGDIS HOME CHORE & REPAIR	2	\$ 8,569.60
GOVT AGDIS MEALS ON WHEELS	2	\$ 5,345.60
GOVT FOOD DISTRIBUTION ADMIN	1	\$ 1,872.00
GOVT FOOD PANTRY	1	\$ 2,288.00
INTERNAL SECURITY	18	\$ 51,667.20
RETAIL OPERATIONS	67	\$ 263,556.80
SCHOOL BOARD BUSINESS	2	\$ 11,544.00
SURVEILLANCE	1	\$ 2,537.60
TOURISM MAIL CENTER	1	\$ 6,489.60
<b>Grand Total</b>	<b>358</b>	<b>\$ 1,566,104.80</b>

List of Positions that will see in increase:

Department	Employees Affected	Annualized Increase
ASSOCIATE-RETAIL	67	\$ 263,556.80
ASST-PANTRY	1	\$ 2,288.00
ASST-PRODUCE	1	\$ 3,536.00
BARTENDER	8	\$ 44,054.40
CALLER-BINGO	6	\$ 25,376.00
CASHIER-BINGO	4	\$ 18,220.80
CASHIER-CAGE	10	\$ 36,088.00
CLERK-MAIL	1	\$ 6,489.60
CLERK-PAPER ROOM	5	\$ 21,756.80
CLERK-PHARMACY	2	\$ 6,656.00
CLERK-SEAMSTRESS/COUNTER	1	\$ 2,808.00
COOK	7	\$ 28,537.60
COOK-DIETARY AIDE	5	\$ 15,724.80
CUSTODIAN	115	\$ 541,226.40
DRIVER-HOME MEALS	2	\$ 5,345.60
GROUNDKEEPER	2	\$ 7,592.00
HELPER-MAINTENANCE	3	\$ 12,771.20
MEMBER-DROP/COUNT TEAM	8	\$ 32,136.00
OFFICER-SECURITY	18	\$ 51,667.20
OFFICER-SURVEILLANCE	1	\$ 2,537.60
PICKER-APPLE	2	\$ 19,136.00
RECEPTIONIST	1	\$ 1,872.00
REP-PLAYERS CLUB	7	\$ 29,140.80
REP-SLOT	27	\$ 140,400.00
SERVER	35	\$ 158,600.00
SPEC-VAULT	5	\$ 17,700.80
SPEC-VAULT II	1	\$ 5,553.60
TEACHER-CHILDCARE	1	\$ 4,305.60
TEACHER-CHILDCARE FLOAT	1	\$ 4,929.60
WORKER-AGRICULTURE I	1	\$ 2,080.00
WORKER-AGRICULTURE II	1	\$ 3,057.60
WORKER-BINGO	3	\$ 12,209.60
WORKER-FOOD SERVICE	2	\$ 11,544.00
WORKER-HOME CHORE	2	\$ 8,569.60
WORKER-ORCHARD	2	\$ 18,636.80
<b>Grand Total</b>	<b>358</b>	<b>\$ 1,566,104.80</b>

### Additional Factors

- Compensation Studies:** There are two compensation studies (Comprehensive Health and Programs) that are currently ongoing. HRD is expecting the initial results from the Comprehensive Health study in early August 2021. The Programs compensation study is in the process of finalizing the contract and is expected to start in August 2021 and conclude in October 2021. The results of these studies will provide insight on position grades, wages/wage adjustments, and wage charts. The Nation is expected to review the results and determine next steps of any applicable changes (i.e. wage adjustments, wage chart changes), which may have an impact on the analysis of the proposed FY23 \$15/HR minimum wage.

- The FY22 budget includes funding for wage adjustments that are necessary because of the compensation studies.
- Gaming has also conducted a compensation study within the last two years. They are in the process of reviewing their positions/wages and may also be proposing compensation changes (i.e. grade changes, wage charts, wage adjustments, etc.).
- **FY22 \$1/HR Increase and Departmental Starting Wages:** The FY22 budget includes a \$1 increase for employees. There are some departments that are also adjusting their starting wages. While this initial analysis takes into the \$1/HR increase and Retail's estimated starting wage change, a more accurate analysis can be done once those changes are implemented.
- **Wage Compression:** Adjusting the minimum wages will create wage compression. Wage compression generally occurs when starting wages for new employees are set to close to the wages of existing employees. For example, a new employee has a starting wage of \$15/HR and an existing employee in the same position also has a wage of \$15/HR. This creates wage compression that doesn't consider the existing employees skill set and years of experience. Wage compression tends to lead to retention issues, employee disengagement, and overall morale issues.
  - There are currently 119 employees with wages between \$15/HR and \$16/HR.
  - Wage compression can have an impact on the entire wage structure as a domino effect occurs resulting in wage adjustments throughout the entire structure. For example, if entry level wages are adjusted, the wages for the next level position (i.e. senior position, supervisor, etc.) are adjusted and then the next level and so on and so forth.
  - Correcting wage compression can be challenging for organizations since it generally requires significant budget allocation to adjust employee wages. Discussion and decisions will need to be made to what extent wage compression will be addressed. From no adjustments, to adjustments to the entire structure.
    - If the entire structure is going to be adjusted, it may be beneficial to perform the adjustments over a period of time leading up to the change in the minimum wage. For example, all employees get a XX% increase for the next 2-3 years. This will adjust entry level wages closer to the proposed \$15/HR minimum wage while adjusting wages for the employee base.
- **Wage Charts:** If the Nation changes to a \$15/HR minimum wage, the current wages charts will need to be adjusted to account for that change.
  - The on-going compensation studies are anticipated to provide wage chart review/analysis and recommendations for wage chart changes.
  - The wage charts can be adjusted in several ways depending on the intended outcome of the organization. HRD can provide multiple draft wage charts for review and consideration.
- **Federal Legislation:** The Federal Minimum Wage is currently at \$7.25 per hour. There have been on-going discussions on changing the Federal Minimum Wage which are monitored for impact to the Nation.
  - Recently, the President has issued an executive order increasing the minimum wage for federal contractors to \$15/HR beginning January 30, 2022.
  - Raise the Wage Act of 2021 proposed raising the Federal Minimum Wage to \$15/HR gradually by 2025.

These types of compensation changes have a significant impact to the entire compensation structure and HRD looks forward to providing input, analysis and recommendations and the discussion continues.

## Analysis of an organization wide minimum wage increase.

### Summary

An analysis of a potential FY23 Tribal wide minimum wage increase to \$15.00 per hour. The minimum wage increase will have an estimated impact of \$1,566,104.80 for 358 employees. The calculations include the proposed FY2022 organizational wide 1.00 increase and any proposed divisional frontline starting wage increases. Retail is proposing a starting wage of \$13.00 and Gaming may have proposed starting wage increases but the information was not available at the time of this report and was not included in the calculations. Also not included in the calculations were the summer intern position, youth workers and gaming dealers.

Division	Employees Affected	Annualized Increase
BC GAMING GENERAL MANAGER	221	\$ 1,019,626.40
BC GENERAL MANAGER	49	\$ 217,172.80
BUSINESS COMMITTEE	85	\$ 315,224.00
GENERAL TRIBAL COUNCIL	3	\$ 14,081.60
<b>Grand Total</b>	<b>358</b>	<b>\$ 1,566,104.80</b>

Areas that have a high concentration of entry level positions are represented below.

Department	Employees Affected	Annualized Increase
COMHE AJNH DIETARY	5	\$ 15,724.80
COMHE PHARMACY	2	\$ 6,656.00
DPW CUSTODIAL	23	\$ 104,228.80
DPW GROUNDSKEEPING	2	\$ 7,592.00
EDTRG CHILD CARE	3	\$ 11,960.00
EHSLA FARM AGRICULTURAL	1	\$ 3,057.60
EHSLA ORCHARD	5	\$ 41,308.80
EHSLA TSYUNHEHKWA	1	\$ 2,080.00
GAMING ACCOUNTING OPERATIONS	24	\$ 91,478.40
GAMING BINGO	18	\$ 77,563.20
GAMING CUSTODIAL	92	\$ 436,997.60
GAMING EMPLOYEE SERVICES	1	\$ 2,808.00
GAMING FOOD & BEVERAGE	35	\$ 158,600.00
GAMING LODGE	14	\$ 69,867.20
GAMING MAINTENANCE	3	\$ 12,771.20
GAMING MARKETING	7	\$ 29,140.80
GAMING SLOTS	27	\$ 140,400.00
GOVT AGDIS HOME CHORE & REPAIR	2	\$ 8,569.60
GOVT AGDIS MEALS ON WHEELS	2	\$ 5,345.60
GOVT FOOD DISTRIBUTION ADMIN	1	\$ 1,872.00
GOVT FOOD PANTRY	1	\$ 2,288.00
INTERNAL SECURITY	18	\$ 51,667.20
RETAIL OPERATIONS	67	\$ 263,556.80
SCHOOL BOARD BUSINESS	2	\$ 11,544.00
SURVEILLANCE	1	\$ 2,537.60
TOURISM MAIL CENTER	1	\$ 6,489.60
<b>Grand Total</b>	<b>358</b>	<b>\$ 1,566,104.80</b>



List of Positions that will see in increase:

Department	Employees Affected	Annualized Increase
ASSOCIATE-RETAIL	67	\$ 263,556.80
ASST-PANTRY	1	\$ 2,288.00
ASST-PRODUCE	1	\$ 3,536.00
BARTENDER	8	\$ 44,054.40
CALLER-BINGO	6	\$ 25,376.00
CASHIER-BINGO	4	\$ 18,220.80
CASHIER-CAGE	10	\$ 36,088.00
CLERK-MAIL	1	\$ 6,489.60
CLERK-PAPER ROOM	5	\$ 21,756.80
CLERK-PHARMACY	2	\$ 6,656.00
CLERK-SEAMSTRESS/COUNTER	1	\$ 2,808.00
COOK	7	\$ 28,537.60
COOK-DIETARY AIDE	5	\$ 15,724.80
CUSTODIAN	115	\$ 541,226.40
DRIVER-HOME MEALS	2	\$ 5,345.60
GROUNDKEEPER	2	\$ 7,592.00
HELPER-MAINTENANCE	3	\$ 12,771.20
MEMBER-DROP/COUNT TEAM	8	\$ 32,136.00
OFFICER-SECURITY	18	\$ 51,667.20
OFFICER-SURVEILLANCE	1	\$ 2,537.60
PICKER-APPLE	2	\$ 19,136.00
RECEPTIONIST	1	\$ 1,872.00
REP-PLAYERS CLUB	7	\$ 29,140.80
REP-SLOT	27	\$ 140,400.00
SERVER	35	\$ 158,600.00
SPEC-VAULT	5	\$ 17,700.80
SPEC-VAULT II	1	\$ 5,553.60
TEACHER-CHILDCARE	1	\$ 4,305.60
TEACHER-CHILDCARE FLOAT	1	\$ 4,929.60
WORKER-AGRICULTURE I	1	\$ 2,080.00
WORKER-AGRICULTURE II	1	\$ 3,057.60
WORKER-BINGO	3	\$ 12,209.60
WORKER-FOOD SERVICE	2	\$ 11,544.00
WORKER-HOME CHORE	2	\$ 8,569.60
WORKER-ORCHARD	2	\$ 18,636.80
<b>Grand Total</b>	<b>358</b>	<b>\$ 1,566,104.80</b>

### Additional Factors

- Compensation Studies:** There are two compensation studies (Comprehensive Health and Programs) that are currently ongoing. HRD is expecting the initial results from the Comprehensive Health study in early August 2021. The Programs compensation study is in the process of finalizing the contract and is expected to start in August 2021 and conclude in October 2021. The results of these studies will provide insight on position grades, wages/wage adjustments, and wage charts. The Nation is expected to review the results and determine next steps of any applicable changes (i.e. wage adjustments, wage chart changes), which may have an impact on the analysis of the proposed FY23 \$15/HR minimum wage.

- The FY22 budget includes funding for wage adjustments that are necessary because of the compensation studies.
- Gaming has also conducted a compensation study within the last two years. They are in the process of reviewing their positions/wages and may also be proposing compensation changes (i.e. grade changes, wage charts, wage adjustments, etc.).
- **FY22 \$1/HR Increase and Departmental Starting Wages:** The FY22 budget includes a \$1 increase for employees. There are some departments that are also adjusting their starting wages. While this initial analysis takes into the \$1/HR increase and Retail's estimated starting wage change, a more accurate analysis can be done once those changes are implemented.
- **Wage Compression:** Adjusting the minimum wages will create wage compression. Wage compression generally occurs when starting wages for new employees are set to close to the wages of existing employees. For example, a new employee has a starting wage of \$15/HR and an existing employee in the same position also has a wage of \$15/HR. This creates wage compression that doesn't consider the existing employees skill set and years of experience. Wage compression tends to lead to retention issues, employee disengagement, and overall morale issues.
  - There are currently 119 employees with wages between \$15/HR and \$16/HR.
  - Wage compression can have an impact on the entire wage structure as a domino effect occurs resulting in wage adjustments throughout the entire structure. For example, if entry level wages are adjusted, the wages for the next level position (i.e. senior position, supervisor, etc.) are adjusted and then the next level and so on and so forth.
  - Correcting wage compression can be challenging for organizations since it generally requires significant budget allocation to adjust employee wages. Discussion and decisions will need to be made to what extent wage compression will be addressed. From no adjustments, to adjustments to the entire structure.
    - If the entire structure is going to be adjusted, it may be beneficial to perform the adjustments over a period of time leading up to the change in the minimum wage. For example, all employees get a XX% increase for the next 2-3 years. This will adjust entry level wages closer to the proposed \$15/HR minimum wage while adjusting wages for the employee base.
- **Wage Charts:** If the Nation changes to a \$15/HR minimum wage, the current wages charts will need to be adjusted to account for that change.
  - The on-going compensation studies are anticipated to provide wage chart review/analysis and recommendations for wage chart changes.
  - The wage charts can be adjusted in several ways depending on the intended outcome of the organization. HRD can provide multiple draft wage charts for review and consideration.
- **Federal Legislation:** The Federal Minimum Wage is currently at \$7.25 per hour. There have been on-going discussions on changing the Federal Minimum Wage which are monitored for impact to the Nation.
  - Recently, the President has issued an executive order increasing the minimum wage for federal contractors to \$15/HR beginning January 30, 2022.
  - Raise the Wage Act of 2021 proposed raising the Federal Minimum Wage to \$15/HR gradually by 2025.

These types of compensation changes have a significant impact to the entire compensation structure and HRD looks forward to providing input, analysis and recommendations and the discussion continues.

# Tribal Action Plan

*The Tribal Action Plan (TAP) is part of a collaboration of efforts by the Department of Health and Human Services (DHHS), the Secretary of the Interior and the Attorney General to address alcohol and substance abuse prevention and treatment in Native American Communities.*



## TRIBAL ACTION PLAN REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
October 21, 2021	Tribal Action Plan	Renita Hernandez, TAP Manager

### STATUS SUMMARY

The last TCC meeting was held on Friday, October 15 at 1:30 pm. The following subcommittees give their reports to the TCC:

- Goal 1 - Data – Housing and OPD
- Goal 2
- Goal 3
- Goal 4 – John Powless
- Goal 5 –
- Survey – Group Chat

TAP staff will notify the TCC and the subcommittee members that the upcoming subcommittee meetings we want to start working on putting together Long-term goals as there currently is none for the TAP.

TAP staff will continue to meet with subcommittees to start working on the objectives for each goal for the TAP.

TAP is collaborating with the Native Justice Coalition to do a virtual presentation for the community on Harm Reduction. **Update:** This virtual presentation will be held on Monday, November 1, 2021 from noon to 1:15 pm. Registration is currently open, and the flyer has been put in the Kalihwisaks, TAP FB Page, Update Oneida and sent to various departments. Leslie is working on getting a postcard mailing of the event sent out from big bear media.

TAP is collaborating with Big Bear Media for showing of a Documentary “Scattering CJ” on Friday, August 27 (Day before the Pow wow) The documentary is about suicide. **Update:** Big Bear media is planning on doing a virtual showing on November 15 along with a Q & A afterwards.

TAP is planning to have an informational presentation on Medically Assisted Treatment (MAT) done for adults in the community. **Update:** Will be discussing the planning of this with the Green Bay Comprehensive Treatment Center on Tuesday, October 26, 2021.

COIPP Grant – MAT services – As part of the COIPP grant, we have funds available to assist community members who are not able to pay for MAT services. We are meeting with the Green Bay Comprehensive Treatment Center to discuss a partnership agreement on October 26.

TAP is meeting with the Green Bay Comprehensive Treatment Center on Tuesday, October 26 – Possible agreement for COIPP funds

TAP newsletter – TAP staff has put together a quarterly newsletter to be mailed out. **Update:** The newsletter was mailed out in the first week of September to enrolled members within reservation boundaries who were 18 years of age and older. Our administrative assistant will be gathering information to put in the next newsletter in which we plan to mail out for December.

COIPP grant Monthly Events – Starting in November, TAP will be hosting two monthly events for community members. One event will be geared towards the recreation youth. (Once we can have in person events we will open to the community). The second event will be geared toward adults in the community.

#### November 2021

- Recreation Youth – Brown County Drug Task Force Representative will be doing a presentation on Drug ID
- Adults – Native Justice Coalition will be doing a virtual presentation on “Culture is Healing – A Harm Reduction Approach – November 1 12 pm – 1 pm – Registration is currently open

#### December 2021

- Recreation Youth – Vaping Presentation – TBD
- Adults – Virtual Healing through Painting- With Kalihwiyosta – December 8 – Limited spaces available

Banners – Renita is working with Ralph Powless, OPD to work on some more banners for the community sites. – To be completed by Mid-November.

Media Location – Leslie has been working on setting up a video location at Big Bear Media to do videos.

Smudge walks – Due to the “No Public Gathering” we are temporarily putting smudge walks on hold.

Twa ta;t (Let’s Talk) events on Fridays **Update:** Due to the “No Public Gathering” we put these on hold.

Community Clean up – Due to the “No Public Gathering” we are temporarily putting these on hold.

Administrative Assistant – **Update:** Welcome Lori Elm to TAP. Lori started on Monday, October 18. Lori will be supporting TAP with administrative duties., event planning.

## PROJECT OVERVIEW

TASK/GOAL	% DONE	TARGET END DATE	LEAD	STATUS UPDATE
Create Sub committees for TCC	95%	December 31, 2021	Renita Hernandez/Leslie Duxtater	TAP will be reaching out to people who need to be notified they have been suggested to be on these subcommittees
Medically Assisted Treatment Presentation	25%	October 2021	Renita Hernandez	Meeting with the Green Bay Comprehensive Treatment Center to Discuss planning
Harm Reduction Presentation	90%	November 30, 2021	Renita Hernandez	Presentation will be on November 1 from noon to 1 pm – registration is now open
Monthly Presentations for November 2021	90%	November 30, 2021	Renita/ Leslie	Recreation Youth – Nov. 8 Adult – November 1
Community Forum	25%	December 31, 2021	Leslie Duxtater	Waiting for enough community members who are interested
COIPP Grant – MAT services	20%	January 1, 2022	Renita	Meeting to discuss agreement

Youth Risk Behavior  
Assessment (YRBA)

50%

February 2022

Renita  
Hernandez/Leslie

TAP will be updating the  
questions to go over with the  
subcommittee on November 16

## RISK AND ISSUE HISTORY

ISSUE	ASSIGNED TO	DATE
<i>If applicable</i>		

## NEXT STEPS

- TCC meeting is scheduled for November 19, 2021 – sub committees to report on their status update for objectives
- TAP staff will continue to conduct initial subcommittee meetings to work on objectives
- Harm Reduction Presentation – Nov. 1 @ noon – Virtual, registration is now open
- TAP staff will start planning for a MAT presentation – Will meet with the Green Bay Comprehensive Treatment Center to plan
- TAP will meet with the Green Bay Comprehensive Treatment Center on October 26 to discuss partnership
- TAP will work with the Subcommittee that is working on Goal 3 to plan on conducting another Youth Risk Behavior Assessment

**4<sup>th</sup> QUARTER JULY 2021 – SEPTEMBER 2021 FISCAL YR 2021**

# OF ARRESTS	# OF CHARGES	OVERDOSE DRUG TYPE  A = Alive D= Deceased	NARCAN DOSES	SYRINGES FOUND	DRUG & PARAPHERNALIA SEIZED							
					THC	METH	HEROIN	COCAINE	FENTANYL	OPIATES	PILLS	PARA
44	110	2 Heroin A	2	6	153.49	19.06	0	19.75	.03	16	7	201
		1 Unk Drug A	2									
		1 Fentanyl A	0									

# Zero Suicide

*A framework for systematic, clinical suicide prevention in behavioral health and health care systems.*

*Oneida Comprehensive Health Division*

*Vision- We Provide the highest quality, holistic health care to ensure the future wellness of our Oneida Community.*

*Values-Responsive Leadership, Continuous Improvement, Culturally Sensitive, Communication, Respect and Safety.*

## **Behavioral Health Mission**

*Our Mission is to empower individuals and families within the Oneida community to restore harmony in mind, body and spirit through culturally-inspired interventions for the next 7 generations.*



## ZERO SUICIDE REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
10/21/21	Zero Suicide Initiative/Safe Care Pathway	Mari Kriescher

### STATUS SUMMARY

#### Safe Care Pathway (SCP) / Suicide Screening

- Many of the OBH clinical sessions are now conducted virtually via MS Teams. All patients at OBH are screened for suicidal ideation at each meeting using the Columbia-Suicide Severity Rating Scale (C-SSRS).

#### Question Persuade Refer (QPR)

- QPR & HRD Training Coordination – on hold
- The Zero Suicide Team/QPR trainers are organizing the QPR training schedule for OCHC staff.  
°We are looking to resume training in July using MS Teams.

#### Safe Care Pathway (SCP)

SCP Start date:

- On January 18, 2021 SCP Care Managers began meeting with clients. We currently have 32 patients currently enrolled in the SCP.
- SCP Care Managers, Clinical Supervisor, and care team meet weekly to staff SCP clients and address any SCP process issues.

There were a few follow up meetings scheduled to continue to discuss the process questions and improve work flows: Pars and Security, Triage, ATODA and Co-occurring Providers

Especially focusing on how Safe Care Pathway interfaces and works with all the areas.

Be the light Walk- We had 14 people registered on the OBH Strong Fire Team. We had also had an information booth

Received the Emergency Suicide Prevention grant in August 2021.

## PROJECT OVERVIEW

TASK/GOAL	% DONE	TARGET END DATE	LEAD	STATUS UPDATE
Finalizing SCP documentation in EHR	100%	Completed 7/5/21	Mari Kriescher Kathleen Drennan Rebecca Krueger	Working with Athnea health consultant on finalizing the documents.
Finalizing the SOP for procedures and processes for entering, participating in and exiting the Safe Care Pathway.	98%	12/31/21	Mari Kriescher Kate Sayers	Signature pending due to implementation of Policy stat software. We are currently utilizing the working draft SOP
Finalizing the use of the central work list and it's use with SCP	100%	7/5/21	Mari Kriescher Kate Sayers	Went live on 6/1/21
Develop Workflow with integration with Primary Care providers	60%	6/1/21	Mari Kriescher Christine Garstka Dr. Vir Other primary care team	Now we are creating a workgroup to develop workflow on assessing and referring for Safe Care Pathway. Dr. Garstka has an office at OCHC beginning 6/1/21.
Community Education on Suicide Prevention	50%	1/1/22	Mari Kriescher Christine Garstka	We have the material just coming up with a plan on deployment. In getting coordinated.
QPR Training with OCHC Employees	80%	12/1/21	Christine Gartska Rob Haen Martha Brito Tor Adkins	Started to provide QPR training beginning 7/29/21. 6 sessions completed. 4 more trainings this year.

## RISK AND ISSUE HISTORY

ISSUE	ASSIGNED TO	DATE
<i>Delays due to COVID 19 Precautions</i>		

## NEXT STEPS

Safe Care Pathway (SCP) / Trainings / Development



- Develop workflow with integration of BH into primary care with assessing and making referrals to BH Safe Care Pathway.
- The Zero Suicide Team/QPR trainers are organizing the QPR training schedule for YES Staff and Community
  - °We are looking to provide training in January using MS Teams.

## Quality of Life Committee (QOL)

### Agenda Request

---

*Check all that apply*

☐

New Business

☒

Follow-up

☐

For Your Information

☐

Open Session

☐

Executive Session

*Meeting Date*

10/21/21

*Title*

Cultural Heritage Report

*Description*

As requested by the QOL Committee, Tina Jorgensen will be providing a report for the restructure and reorganization of Cultural Heritage.

*Requested Action*

Accept the report

*Submitted by*

Tina Jorgensen

*If not submitted by an Oneida Nation employee, please provide contact information*

---

*The Quality of Life Committee is a standing committee of the Oneida Business Committee. QOL meets the 2nd Thursday of each month at 9:00 a.m. via Microsoft Teams. Please submit this form and backup to cellis1@oneidanation.org by 4:30 p.m. on the Monday before the QOL meeting.*

# Cultural Heritage

*Purpose:* Oneida Cultural Heritage will be restructured and reorganized.

## CULTURAL HERITAGE REPORT

REPORT DATE	PROJECT NAME	PREPARED BY
October 21, 2021	Cultural Heritage	Tina Jorgensen, MS, RDN

### STATUS SUMMARY

Oneida Cultural Heritage is in the process of implementing a new structure and organization which includes 3 Clan Managers and replacing the Cultural Wellness area with Traditional Healing. An SOP was requested by HRD to determine the qualifications and wages of the positions that are unique to Oneida. With the passing of the budget based on a continuing resolution, the hiring of the positions can move forward with the approval of the SOP.

### PROJECT OVERVIEW

TASK/GOAL	% DONE	TARGET END DATE	LEAD	STATUS UPDATE
Create and implement a Strategic Plan for the organization and structure of Cultural Heritage.	100%	5/7/2021	Tina Jorgensen and Bob Brown	Plan revision includes Language Department collaboration. Plan has been approved by the Faithkeepers.
Revise Cultural Wellness job description and retitle to Traditional Healer and Apprentice.	95%	5/31/2021	Tina Jorgensen, Bob Brown, Josh Cottrell, and Dan Habeck	Job description for Traditional Healer is completed but needs the SOP approved to determine the wage and then post.
Post vacant Traditional Healer position.	0%	Upon approval of SOP	Tina Jorgensen	SOP is almost complete. HRD has questions regarding the qualifications. A meeting with the Faithkeepers and HRD is set for October 18 <sup>th</sup> .
Reorg Historical Archivist to Museum.	100%	3/31/21	Tina Jorgensen / Stacy Coon	Historical Archivist position is now under the Museum. There is a need for a Museum Registrar. Director is working with HRD to create the Registrar position.
Recall/post budgeted vacant Cultural Heritage positions.	100%	Upon approval of the workforce levels	Tina Jorgensen	The Language Archivist position is filled. Area Manager LTE has been hired with a contract that ends 12/31/21. Clan Manager positions are in process of being created.

### RISK AND ISSUE HISTORY

ISSUE	ASSIGNED TO	DATE

## NEXT STEPS

---

1. *Post the Traditional Healer position by end FY2021. – delayed due to SOP not complete*
2. *Create the Clan Manager positions and post.*
3. *Reorganize the departments and positions that will report to a specific Clan Manager.*