



Oneida Business Committee

Executive Session
9:00 a.m. Tuesday, December 27, 2016
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
9:00 a.m. Wednesday, December 28, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

To get a copy of the agenda, go to: oneida.nsn.gov/government/business-committee/agendas-packets/

I. CALL TO ORDER AND ROLL CALL

II. OPENING

- A. Special Recognition of Retirement and Years of Service – Don Denny**
 Sponsor: Michael Donatoni, Area Manager/Retail Profits

III. ADOPT THE AGENDA

IV. OATHS OF OFFICE

- A. Oneida Nation School Board – Margaret Ellis**

V. MINUTES

- A. Approve December 14, 2016, regular meeting minutes**
 Sponsor: Lisa Summers, Tribal Secretary
- B. Approve December 16, 2016, special meeting minutes**
 Sponsor: Lisa Summers, Tribal Secretary

VI. RESOLUTIONS

- A. Adopt resolution entitled Oneida Business Committee Regular Meeting Schedule**
 Sponsor: Lisa Summers, Tribal Secretary
- B. Adopt resolution entitled Adoption of Community Support Fund Amendments**
 Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

VII. STANDING COMMITTEES**A. Legislative Operating Committee**

Chair: Brandon Stevens, Councilman

1. **Accept Legislative Operating Committee FY '16 4th quarter report**
2. **Accept December 7, 2016, Legislative Operating Committee meeting minutes**

B. Finance Committee

Chair: Trish King, Tribal Treasurer

1. **Accept Finance Committee FY '16 4th quarter report**
2. **Approve December 19, 2016, Finance Committee meeting minutes**

C. Community Development Planning Committee

Chair: Melinda J. Danforth, Tribal Vice-Chairwoman

1. **Accept Community Development Planning Committee FY '16 4th quarter report**

D. Quality of Life Committee

Chair: Fawn Billie, Councilwoman

1. **Accept Quality of Life Committee FY '16 4th quarter report**
2. **Accept November 10, 2016, Quality of Life Committee meeting minutes**

VIII. UNFINISHED BUSINESS**A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations *(This item is scheduled to be addressed 1st on the agenda)***

Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

B. Enter E-Poll results into the record in accordance with BC SOP on Conducting Electronic Voting:

Sponsor: Lisa Summers, Tribal Secretary

1. **Approval of Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis**

Requestor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

- 2. Approval of Membership Interest Assignment from Oneida Total Integrated Enterprises (OTIE) to Oneida Engineering Science & Construction (OESC) – contract # 2016-1347; and to authorize an Officer to sign the assignment on behalf of Oneida Nation**
Requestor: Jo Anne House, Chief Counsel

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

- C. Direct Treasurer to provide status update on development of SOP's for Economic Development and Diversification Set Aside at the December 28, 2016, regular Business Committee meeting**

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

IX. NEW BUSINESS

- A. Enter E-Poll results into the record in accordance with BC SOP Conducting Electronic Voting:**

Sponsor: Lisa Summers, Tribal Secretary

- 1. Approved exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock**

Requestor: Jo Anne House, Chief Counsel

- B. Approve revised 2017 Quarterly Reporting schedule**

Sponsor: Lisa Summers, Tribal Secretary

- C. Approve 2017 Reporting Schedule for Oneida Business Committee Direct Reports**

Sponsor: Lisa Summers, Tribal Secretary

X. TRAVEL

A. UNFINISHED TRAVEL REPORTS

- 1. Accept travel report – Vice-Chairwoman Melinda J. Danforth – Medicare, Medicaid, and Health Reform Policy Committee (MMPC) & Tribal Technical Advisory Group (TTAG) meetings – Washington D.C. – November 2-3, 2016**

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

B. UNFINISHED TRAVEL REQUESTS**1. Enter E-Poll results into the record in accordance with BC SOP Conducting Electronic Voting:**

Sponsor: Lisa Summers, Tribal Secretary

a. Failed travel request - Seven (7) DOLM employees and one (1) Law Office employee to attend the BIA Midwest Region Real Estate Services Technical Guidance and Training - Prior Lake, MN - December 12-15, 2016

Requestor: Nicole Rommel, Finance and Records Area Manager/Division of Land Management

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

C. TRAVEL REQUESTS**1. Approve travel request – Vice-Chairwoman Melinda J. Danforth – 2017 Tribal Technical Advisory Group (TTAG) Face-to-Face meetings – Washington D.C. – March 1-2, July 12-13, 2017****2. Approve travel request – Secretary Lisa Summers and one (1) staff member – Tribal Caucus and Inter-Tribal Criminal Justice Council meetings – Baraboo, WI – January 17-19, 2017****3. Approve travel request – Councilwoman Fawn Ellis – Tribal Action Plan Development Workshop: Tribal Law and Order Act Training Initiative – Columbia, SC – January 25-27, 2017****XI. REPORTS (This section of the agenda is scheduled to begin at 1:30 p.m.)****A. UNFINISHED REPORTS****1. Accept Comprehensive Health Division FY '16 4th quarter report (1:30 p.m.-1:50 p.m.)**

Sponsors: Debra Danforth, Division Director, Comprehensive Health Operations; Dr. Ravinder Vir, Medical Director/Medical Operations

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM NOVEMBER 23, 2016: Motion by Lisa Summers to defer the Land Claims Commission FY '16 4th quarter report to the December 14, 2016, seconded by David Jordan. Motion carried unanimously.

2. Accept Land Claims Commission FY '16 quarter report (1:50 p.m.-2:05 p.m.)

Vice-Chair: Loretta Metoxen

Liaison: Brandon Stevens, Councilman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM NOVEMBER 23, 2016: Motion by Lisa Summers to defer the Land Claims Commission FY '16 4th quarter report to the December 14, 2016, seconded by David Jordan. Motion carried unanimously.

3. Accept Self-Governance FY '16 4th quarter report (2:05 p.m.-2:25 p.m.)

Sponsor: Ch. Johns, Coordinator/Self-Governance

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

4. Accept Emergency Management FY '16 4th quarter report (2:25 p.m.-2:45 p.m.)

Sponsor: Kaylynn Gresham, Director, Emergency Management Dept.

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

5. Accept Oneida Total Integrated Enterprise FY '16 4th quarter report (2:45 p.m.-2:55 p.m.)

Chair: Butch Rantmeester
Liaison: Tehassi Hill, Councilman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

6. Accept Oneida Engineering Science & Construction, LLC FY '16 4th quarter report (2:55 p.m.-3:05 p.m.)

Chair: Jacquelyn Zalim
Liaison: Tehassi Hill, Councilman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

7. Accept Bay Bancorporation Inc. FY '16 4th quarter report (3:05 p.m.-3:15 p.m.)

President: Jeff Bowman
Liaison: Tina Danforth, Tribal Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

8. Accept Oneida Airport Hotel Corporation FY '16 4th quarter report (3:15 p.m.-3:25 p.m.)

President: Janice Skenandore-Hirth
Liaison: Trish King, Tribal Treasurer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

9. Accept Oneida Corp Enterprise FY '16 4th quarter report (3:25 p.m.-3:35 p.m.)

Agent: Janice Skenandore-Hirth
Liaison: Trish King, Tribal Treasurer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

10. Accept Oneida Seven Generations Corporation FY '16 4th quarter report (3:35 p.m.-3:45 p.m.)

Agent: Peter King III
Liaison: Tina Danforth, Tribal Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

B. OPERATIONAL REPORTS

1. Accept Retail Enterprises FY '16 4th quarter report (3:45 p.m.-4:05 p.m.)

Sponsor: Michele Doxtator, Area Manager Retail Profits

C. BOARDS, COMMITTEES, COMMISSIONS

1. Accept Personnel Commission FY '16 4th quarter report (4:05 p.m.-4:20 p.m.)

Chair: Yvonne Jourdan
Liaison Alternate: David Jordan, Councilman

2. Accept Land Commission FY '16 4th quarter report (Not Submitted)

Chair: Rae Skenandore
Liaison: Tehassi Hill, Councilman

XII. GENERAL TRIBAL COUNCIL *(To obtain a copy of Members Only Materials, please visit the BC Support Office, located on the 2nd floor of the Norbert Hill Center and present Tribal I.D. card)*

A. Review Fletcher, PLLC legal analysis of June 13, 2016, General Tribal Council meeting regarding per capita and determine next steps

Sponsor: Larry Barton, Chief Financial Officer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM AUGUST 24, 2016: (1) Motion by Melinda J. Danforth to take this item from the table, seconded by David Jordan. Motion carried unanimously. (2) Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. (3) Motion by David Jordan to request an external third party attorney's office to provide an opinion regarding the per capita actions taken by the General Tribal Council during a special meeting on June 13, 2016, seconded by Lisa Summers. Motion carried with three opposed. (4) Amendment to the main motion by Melinda J. Danforth to request the Finance Office be the person to administer and request the legal opinion, seconded by Lisa Summers. Motion carried with one opposed and one abstention. (5) Motion by Lisa Summers to place this item on the next Business Committee work meeting agenda for further discussion on possible ways to continue to approach the concerns that were addressed here today, seconded by Jennifer Webster. Motion carried unanimously.

EXCERPT FROM AUGUST 10, 2016: Motion by Tish King to defer the remaining agenda items to the August 24, 2016, regular Business Committee meeting..., seconded by Lisa Summers. Motion carried unanimously.

EXCERPT FROM JULY 13, 2016: (1) Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. (2) Motion by Lisa Summers to table this item to the July 27, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.

B. Schedule special General Tribal Council meeting, as directed by General Tribal Council, on February 20, 2017; and approve draft agenda

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

C. Schedule special General Tribal Council meeting, as directed by General Tribal Council, on February 20, 2017; and approve meeting materials

Sponsor: Lisa Summers, Tribal Secretary

D. Petitioner Edward Delgado: Oneida panel of educators and retention of kindergarten students

1. Accept legislative analysis progress report

Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair

2. Accept legal analysis progress report

Sponsor: Jo Anne House, Chief Counsel

3. Accept financial analysis progress report

Sponsor: Lisa Barton, Chief Financial Officer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM OCTOBER 20, 2016: (1) Motion by Lisa Summers to accept the verified petition submitted by Edward Delgado regarding Oneida panel of educators and retention of kindergarten students; and to request appropriate analyses, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Lisa Summers to send the verified petition to the Law, Finance, Legislative Reference and Direct Report Offices for the legal, financial, legislative, and administrative analyses to be completed, seconded by Fawn Billie. Motion carried unanimously. (3) Motion by Lisa Summers to direct the Law, Finance, and Legislative Reference Offices to submit their analyses within sixty (60) days; and that a progress report be submitted within forty-five (45) days, seconded by David Jordan. Motion carried unanimously. (4) Motion by Lisa Summers to direct the Direct Report Offices to submit the appropriate administrative analyses to the Tribal Secretary's Office within thirty (30) days, seconded by Jennifer Webster. Motion carried unanimously.

E. Accept verified petition submitted by Sherrole Benton regarding request to change pre-employment drug testing for marijuana; and request appropriate analyses

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

F. Enter E-Poll results into the record in accordance with C.S.O. Conducting Electronic Voting:

Sponsor: Lisa Summers, Tribal Secretary

1. Approved draft agenda; and to schedule a special General Tribal Council meeting on Sunday, March 19, 2016 at 1:00 p.m.

Requestor: Lisa Summers, Tribal Secretary

G. Assign committee members to work on the General Tribal Council directive regarding establishment of legal office with advocates and advising attorney for Oneida Nation employees and enrolled Tribal Members

Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

H. Accept report regarding remaining agenda items for the record

Sponsor: Lisa Summers, Tribal Secretary

XIII. EXECUTIVE SESSION**A. UNFINISHED REPORTS****1. Accept Oneida Total Integrated Enterprise FY '16 4th quarter report**

Chair: Butch Rentmeester
Liaison: Tehassi Hill, Councilman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

2. Accept Oneida Engineering Science & Construction, LLC FY '16 4th quarter report

Chair: Jacquelyn Galim
Liaison: Tehassi Hill, Councilman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

3. Accept Bay Bar Corporation Inc. FY '16 4th quarter report

President: Jeff Bowman
Liaison: Tina Danforth, Tribal Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

4. Accept Oneida Airport Hotel Corporation FY '16 4th quarter report

President: Janice Skenandore-Hirth
Liaison: Trish King, Tribal Treasurer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

5. Accept Oneida Golf Enterprise FY '16 4th quarter report

Agent: Janice Skenandore-Hirth
Liaison: Trish King, Tribal Treasurer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

6. Accept Oneida Seven Generations Corporation FY '16 4th quarter report

(9:30 a.m.-10:00 a.m.)

Agent: Pete King III

Liaison: Tina Danforth, Tribal Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

7. Accept Chief Counsel report dated December 13, 2016 – Jo Anne House, Chief Counsel

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

B. REPORTS

1. Accept Retail Enterprises FY '16 4th quarter report (9:00 a.m.-9:30 a.m.)

Sponsor: Michel Doxtator, Area Manager/Retail Profits

2. Intergovernmental Affairs & Communications report – Nathan King, Director

3. Chief Financial Officer report – Larry Barton, Chief Financial Officer

4. Chief Counsel report – Jo Anne House, Chief Counsel

C. STANDING ITEMS

1. Land Claims Strategy (No Requested Action)

2. Accept Oneida Golf Enterprise – Ladies Professional Golf Association update

Sponsor: Trish King, Tribal Treasurer

a. Accept update regarding requested vendor list

Sponsor: Larry Barton, Chief Financial Officer

b. Accept update regarding procedure for draw down decisions

Sponsor: Larry Barton, Chief Financial Officer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM NOVEMBER 23, 2016: (1) Motion by David Jordan to accept the update regarding Oneida Golf Enterprise – Ladies Professional Golf Association, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Jennifer Webster for the Chief Financial Officer to provide a top 30 vendor list with low and high spend ranges for each vendor to the Business Committee team representatives that include Secretary Lisa Summers, Treasurer Trish King, and Danelle Wilson no later than December 9, 2016, seconded by Lisa Summers. Motion carried unanimously. (3) Motion by Lisa Summers to

direct the Chief Financial Officer to provide a written procedure identifying how draw down decisions are made against their approved loan agreement, including a flow chart of how the payments are processed once the requests come in from Oneida Golf Enterprise; and that's to be done by December 16, 2016, seconded by Fawn Billie. Motion carried unanimously.

D. AUDIT COMMITTEE

Chair: Councilman Tehassi Hill

1. **Accept Audit Committee FY '16 4th quarter report**
2. **Accept October 13, 2016, Audit Committee meeting minutes**

E. UNFINISHED BUSINESS

1. **Accept update regarding Departments of Public Works HVAC contracts**
Sponsors: Brandon Stevens, Councilman/Legislative Operating Committee Chair

EXCERPT FROM OCTOBER 12, 2016: Motion by David Jordan to defer this item to the Legislative Operating Committee, Law Office, and Purchasing Department to develop policies and solutions; and for an update to be brought back within sixty (60) days, seconded by Jennifer Webster. Motion carried with one abstention.

2. **Enter E-Poll results into the record in accordance with BC SOP Conducting Electronic Voting:**

Sponsor: Lisa Summers, Tribal Secretary

- a. **Approved Government Policy Solutions – contract # 2016-1287**
Requestor: Nathan King, Director/Intergovernmental Affairs & Communications

- b. **Approved Pace LLC – contract # 2016-1286**
Requestor: Nathan King, Director/Intergovernmental Affairs & Communications

- c. **Approved Cooperative Governance Agreement between Oneida Nation and Town of Oneida – contract # 2016-135**
Requestor: Lisa Summers, Tribal Secretary

3. **Approve recommendation to terminate appointment of Oneida Library Board member**
Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM NOVEMBER 23, 2016: Motion by David Jordan to defer the request back to the Chair's Office; and to request a recommendation be provided at the December 14, 2016, regular Business Committee meeting, in accordance with section 6-5 of the Comprehensive Policy Governing Boards, Committees, and Commissions, seconded by Lisa Summers. Motion carried unanimously.

EXCERPT FROM NOVEMBER 9, 2016: Motion by Lisa Summers to defer the remaining items to the November 23, 2016, regular Business Committee unless there are items that the Tribal Secretary can identify that need immediate attention by the Business Committee at which time the Tribal Secretary will ask for an E-Poll to be conducted to address those items, seconded by Tehassi Hill. Motion carried unanimously.

4. Final Monitoring Report regarding on-site performance review of Indian Housing Block Grant and Indian Community Development Block grant programs:

a. Accept funding recommendation regarding finding # 2016-IHGB-3

Sponsors: Dale Wheelock, Executive Director/Oneida Housing Authority; Jacque Boyle, Director/Development Division-Operations; Larry Barton, Chief Financial Officer

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

b. Accept status report from Legislative Operating Committee regarding completion of tribal policy to address finding # 2016-IHGB-4

Sponsor: Brandon Stevens, Councilman/ Legislative Operating Committee Chair

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM NOVEMBER 23, 2016: (1) Motion by Lisa Summers to accept the Final Monitoring Report regarding on-site performance review of the Indian Housing Block grant and Indian Community Development Block grant programs; and to move the report to open session, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Lisa Summers to assign the Oneida Housing Authority Director, Development Division Director, and the Chief Financial Officer to work together to identify the funds for open finding # 2016-IHGB-3; and for the recommendation to be brought back to the December 14, 2016, regular Business Committee meeting for consideration noting the deadline of February 20, 2017, to transfer the funds, seconded by David Jordan. Motion carried unanimously. (3) Motion by Jennifer Webster to assign the Legislative Operating Committee to bring back a status report on the completion of tribal policy that would address finding # 2016-IHGB-4 for the December 14, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.

EXCERPT FROM NOVEMBER 9, 2016: Motion by Lisa Summers to defer the remaining items to the November 23, 2016, regular Business Committee unless there are items that the Tribal Secretary can identify that need immediate attention by the Business Committee at which time the Tribal Secretary will ask for an Election to be conducted to address those items, seconded by Tehassi Hill. Motion carried unanimously.

5. Accept update regarding Duck Creek Trail strategy

Sponsors: Nathan King, Director/Intergovernmental Affairs & Communications

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

EXCERPT FROM NOVEMBER 23, 2016: Motion by Lisa Summers to direct the Intergovernmental Affairs & Communications Dept. and the Development Division to work with the Law Office regarding the right-of-way and signage issues; and to bring back an update to the December 14, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.

EXCERPT FROM NOVEMBER 9, 2016: Motion by Lisa Summers to defer the remaining items to the November 23, 2016, regular Business Committee unless there are items that the Tribal

Secretary can identify that need immediate attention by the Business Committee at which time the Tribal Secretary will ask for an E-Poll to be conducted to address those items, seconded by Tehassi Hill. Motion carried unanimously.

6. Approve fifty-four (54) new enrollments

Sponsor: Brandon Stevens, Councilman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

7. Review complaint # 2016-DR06-08

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

8. Review complaint # 2016-DR06-09

Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

9. Review complaint # 2016-DR06-10

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

10. Accept update regarding Tribal Ombudsman position

Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

11. Review results of Investigative Case # 16-61 and determine next steps

Sponsor: Lisa Summers, Tribal Secretary

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

F. NEW BUSINESS

1. Approve first amendments for name changes to Public Safety Officer Pension Plan and OBC 401(k) savings plan

Sponsor: Larry Barton, Chief Financial Officer

XIV. ADJOURN

CANCELLED

Posted on the Oneida Nation's official website, www.oneida-nsn.gov, at 11:00 a.m., on Friday, December 23, 2016, pursuant to the Open Records and Open Meetings Law, section 7.17-1.

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

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

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

- Accept as Information only
- Action - please describe:

3. Supporting Materials

- Report Resolution Contract
- Other:

1. 3.
 2. 4.

Business Committee signature required

4. Budget Information

- Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

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

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:

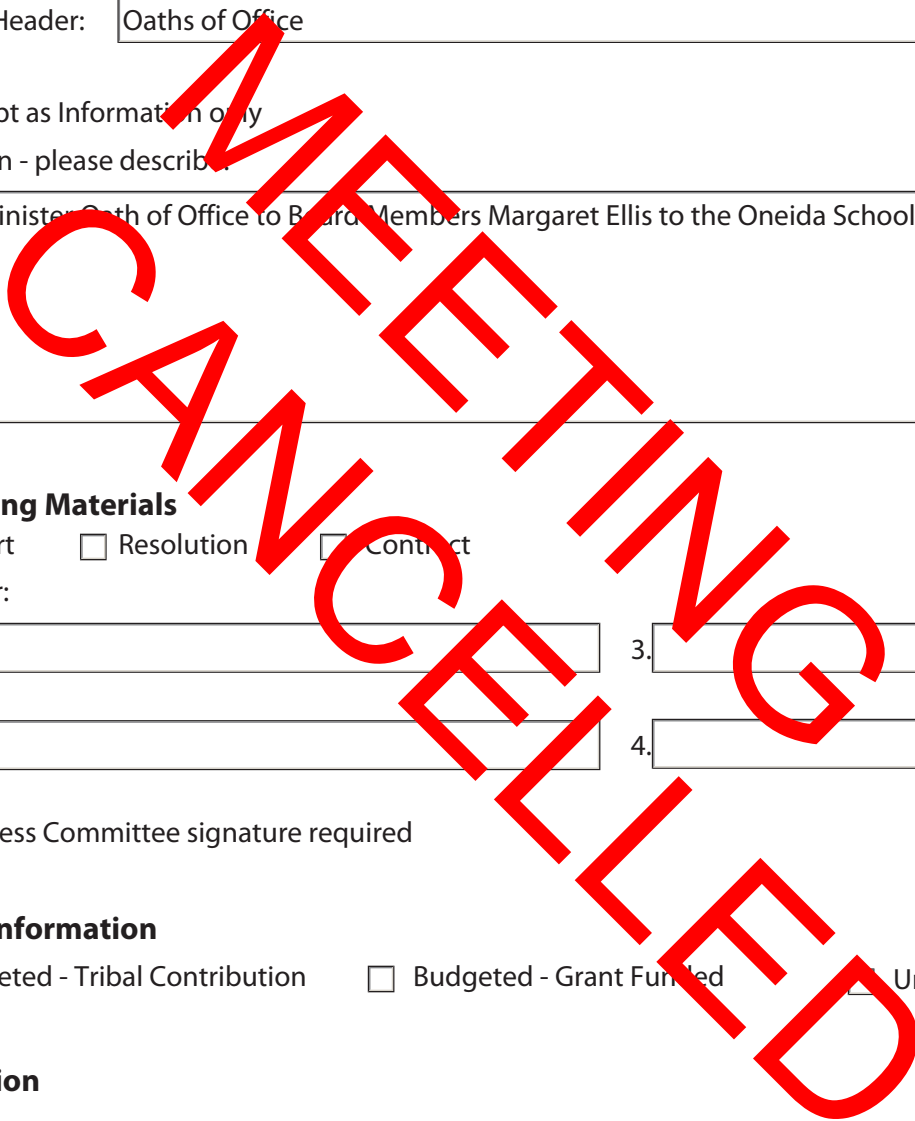
Your Name, Title / Dept. or Tribal Member

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:

The posting was in the October 20, 2016 issue of the Kalihwisaks for (2) vacancies on the School Board for a (3) year term with the deadline of November 18, 2016. There were (2) applicants (one withdrew) for the (2) vacancies on the Oneida School Board. The appointment was made by the Oneida School Board at their December 5, 2016 School Board meeting. Per the School Board By-Laws, the School Board took the following actions for the vacancy left unfilled due to the 2016 Elections:

Resignation/Board Vacancy

Should a vacancy occur within the School Board, the following activities shall be undertaken to ensure the continuous operation of the Board in its charge to the School and the community:

Should the member submit a letter of resignation, the Board shall act at its earliest convenience to accept or decline the resignation.

Once a vacancy is documented, if the vacancy occurs within one year or less left on their term, that term will remain intact until the next election.

If the time is more than one year left on the term, the Board shall first contact the highest non-elected candidate from the most recent election. If that person is willing to serve, he or she shall be appointed by the Board to fill the remainder of the vacated term.

If the highest non-elected candidate from the most recent election declines the position, the Board shall publish its vacancy in the Kalihwisaks and ask for interested parents or community members. Upon deadline date, the School Board Chairperson will appoint, with School Board ratification, at the next regular School Board meeting.

Subsequently, the School Board has requested the Executive Tribal Clerk to repost the second vacancy.

- 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 Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. <input type="text" value="December 14, 2016, regular meeting minutes"/>	3. <input type="text"/>
2. <input type="text"/>	4. <input type="text"/>

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Heather Heuer, Info. Mgmt. Spec./BC Support Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

DRAFT**Oneida Business Committee****Executive Session****9:00 a.m. Tuesday, December 13, 2016****Executive Conference Room, 2nd floor, Norbert Hill Center****Regular Meeting****9:00 a.m. Wednesday, December 14, 2016****BC Conference Room, 2nd floor, Norbert Hill Center****Minutes - DRAFT****EXECUTIVE SESSION**

Present: Chairwoman Tina Danforth, Treasurer Trish King, Council members: Fawn Billie, Tehassi Hill, David Jordan, Brandon Stevens, Jennifer Webster;

Not Present: Vice-Chairwoman Melinda J. Danforth, Secretary Lisa Summers;

Arrived at: ;

Others present: Larry Barton, Jo Anne House, Jacquelyn Zalko, Jeff House, Jeff Bowman, Janice Skenandore-Hirth, Steve Nierum, Jeanne Nault, John Doxtator, Justin Fox;

REGULAR MEETING

Present: Chairwoman Tina Danforth, Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Tehassi Hill, Jennifer Webster;

Not Present: Secretary Lisa Summers, Councilwoman Fawn Billie, Councilman David Jordan, Councilman Brandon Stevens;

Arrived at: ;

Others present: Jo Anne House, Heather Neher, Debra Danforth, Michele Doxtator, Mike Debraska, Tammy Skenandore, Rick Ereck, Geraldine Danforth, Jessica Wallenborg, Mike Hill, Judi Skenandore, Dr. Ravinder Vir, Chris Johnson, Julie Barton, Cathy Metoxen, Lora Skenandore, Danelle Wilson, Kathy Metoxen, Vicki Cornelius, Joanie Buckley, Nancy Barton, Ed Delgado, Candice Skenandore, Tonya Webster, Gina Buenrostro, Leyne Orosco, Kaylyn Gresham, Jamie Betters, Chris Johns, Madelyn Genskow, Larry Barton, Jeff Metoxen, Rich Vanboemel, Sheri Forgette, Sandra Schuyler, Mary Cornelissen, Cathy Bachhuber, Barbara Dickson, Lisa Higgins, Kathy Metoxen, Saquoia Metoxen, Yvette Peguro, Chris Wells, Niki Disterhaft, Jamie Kallies;

I. CALL TO ORDER AND ROLL CALL by Chairwoman Tina Danforth at 9:02 a.m.

For the record: Secretary Lisa Summers and Councilman David Jordan are on personal time. Councilwoman Fawn Billie is attending the Governor's Task Force session on opioid and heroine abuse. Councilman Brandon Stevens is on vacation time. There will not be a quorum for the afternoon as Chairwoman Tina Danforth has a personal appointment and Treasurer Trish King will be taking personal time.

II. OPENING Prayer by Councilman Tehassi Hill**A. Recognition of retirement – Judi Skenandore with 42 years of service**

Sponsor: Debra Danforth, Division Director/Comprehensive Health Operations

DRAFT**B. Presentation of Exxon/Mobil Education Alliance & Oneida Retail \$500 grants to Oneida Nation High School, Oneida Nation Elementary, Pioneer Elementary, King Elementary, Lannoye Elementary, and Hillcrest Elementary**

Sponsor: Michele Doxtator, Area Manager/Retail Profits

C. Kanolukhwásla – LZ Lambeau “Welcoming Home Wisconsin’s Vietnam Veterans” – Appreciation gift presented by Rick Ereck

Sponsor: Jennifer Webster, Councilwoman

III. ADOPT THE AGENDA (00:24:05)

Motion by Melinda J. Danforth to adopt the agenda, noting item “VII.B. Review letter regarding law enforcement agencies and Tribal Members on tribal land” is scheduled to begin at 10:00 a.m.; and the Business Committee meeting will conclude at noon, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

IV. OATH OF OFFICE (00:26:08) administered by Chairwoman Tina Danforth**A. Oneida Election Board** – Gina Powless-Burnostro, Tonya Webster**B. Oneida Pow Wow Committee** – Vicki Cornelius**V. MINUTES (00:28:46)****A. Approve November 23, 2016, regular meeting minutes**

Sponsor: Lisa Summers, Trish King, Secretary

Motion by Melinda J. Danforth to approve the November 23, 2016, regular meeting minutes, seconded by Jennifer Webster. Motion carried with one abstention.

Ayes: Melinda J. Danforth, Trish King, Jennifer Webster
 Abstained: Tehassi Hill
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

VI. STANDING COMMITTEES**A. Legislative Operating Committee**

Chair: Brandon Stevens, Councilman

1. Accept November 16, 2016, Legislative Operating Committee meeting minutes (00:31:32)

Motion by Jennifer Webster to accept the November 16, 2016, Legislative Operating Committee meeting minutes, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**B. Finance Committee**

Chair: Trish King, Tribal Treasurer

1. Approve December 5, 2016, Finance Committee meeting minutes (00:48:39)

Motion by Trish King to approve the December 5, 2016, Finance Committee meeting minutes, seconded by Tehassi Hill. Motion carried with one abstention:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King
 Abstained: Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

VII. UNFINISHED BUSINESS

Chairwoman Tina Danforth departs at 11:30 a.m. and Vice-Chairwoman Melinda J. Danforth assumes responsibility of the Chair.

Chairwoman Tina Danforth returns at 11:46 a.m. and resumes responsibility of the chair.

A. Accept follow-up report regarding Bureau of Indian Affairs – General Assistance Grant

(2:27:18)

Sponsor: Chris Johns, Coordinator/Self-Governance

EXCERPT FROM OCTOBER 26, 2016: Motion by Lisa Summers to accept the update; to request a follow-up report to be completed by the GSD Division Director and Self-Governance Coordinator; and to direct the issue to the IGAC Director for the coordination of legislative follow-up at the federal level, seconded by David Jordan. Motion carried unanimously.

EXCERPT FROM OCTOBER 12, 2016: Motion by David Jordan to defer this item to the October 26, 2016, regular Business Committee meeting, seconded by Tehassi Hill. Motion carried unanimously.

EXCERPT FROM AUGUST 11, 2016: (1) Motion by Jennifer Webster to accept the request as information; and to request the Governmental Services Division and Self-Governance Director to provide a report, seconded by Lisa Summers. Motion carried unanimously. (2) Amendment to the main motion by Lisa Summers to defer this item to a Business Committee Officer's for continued monitoring and follow-up; and to request the initial report be brought back within thirty (30) days, seconded by Tehassi Hill. Motion carried unanimously.

Motion by Melinda J. Danforth to accept the report from the Self-Governance Coordinator and Economic Support Services Director; and to request a report from the Governmental Services Division Director to address how they will deal with future deficits in the General Assistance Grant funds to be submitted for the December 28, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

B. Review letter regarding law enforcement agencies and Tribal members on tribal land*(This item is scheduled to begin at 10:00 a.m.) (1:11:45)*

Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM NOVEMBER 23, 2016: Motion by David Jordan to defer this item to the December 14, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried with one opposed.

Motion by Melinda J. Danforth that the Business Committee respectfully requests the Chief of Police to do a follow-up letter to tribal members that live in Outagamie County regarding the jurisdiction of the Oneida

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Police Department and Outagamie County Sheriff's Department, seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

VIII. NEW BUSINESS**A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations**

Sponsor: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

B. Enter E-roll results into the record in accordance with BC SOP Conducting Electronic Voting:

Sponsor: Lisa Summers, Tribal Secretary

1. Approval of Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis

Requestor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

2. Approval of Membership Interest Assignment from Oneida Total Integrated Enterprises (OTIE) to Oneida Engineering Science & Construction (OESC) – contract # 2016-1347; and to authorize an Officer to sign the assignment on behalf of Oneida Nation

Requestor: Jo Anne House, Chief Counsel

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

C. Direct Treasurer to provide status update on development of SOP's for Economic Development and Diversification Set Aside at the December 28, 2016, regular Business Committee meeting

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster

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Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

IX. TRAVEL**A. TRAVEL REPORTS**

- 1. Accept travel report – Vice-Chairwoman Melinda J. Danforth – Medicare, Medicaid, and Health Reform Policy Committee (MMPC) & Tribal Technical Advisory Group (TTAG) meetings – Washington D.C. – November 2-3, 2016; and approve request to attend the February 2017 and July 2017 TTAG meetings in Washington D.C.**

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

B. TRAVEL REQUESTS

- 1. Failed E-Poll results into the record in accordance with BC SOP Conducting Electronic**

Voting:

Sponsor: Lisa Summers, Tribal Secretary

- a. Failed travel request - Seven (7) DOI employees and one (1) Law Office employee to attend the NIA Midwest Region Real Estate Services Technical Guidance and Training - Prior Lake, MN, December 12-15, 2016**

Requestor: Nicole Rommel, Finance and Records Admin Manager/Division of Land Management

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

X. REPORTS (This section of the agenda is scheduled to begin at 1:30 p.m.)**A. UNFINISHED REPORTS**

- 1. Accept Comprehensive Health Division FY '16 4th quarter report**

Sponsors: Debra Danforth, Division Director/Comprehensive Health Operations; Dr. Ravinder Vir, Medical Director/Medical Operations

EXCERPT FROM NOVEMBER 23, 2016: Motion by Lisa Summers to defer the Land Claims Commission FY '16 4th quarter report to the December 14, 2016, seconded by David Jordan. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

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Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

2. Accept Land Claims Commission FY '16 quarter report

Vice-Chair: Loretta Metoxen
 Liaison: Brandon Stevens, Councilman

EXCERPT FROM NOVEMBER 23, 2016: Motion by Lisa Summers to defer the Land Claims Commission FY '16 4th quarter report to the December 14, 2016, seconded by David Jordan. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

B. OPERATIONAL REPORTS**1. Accept Self-Governance FY '16 4th quarter report**

Sponsor: Chris Johns, Coordinator/Self-Governance

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

2. Accept Emergency Management FY '16 4th quarter report

Sponsor: Kaylynn Gresham, Director/Emergency Management Dept.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

C. CORPORATE BOARD REPORTS**1. Accept Oneida Total Integrated Enterprise FY '16 4th quarter report**

Chair: Butch Rentmeester
 Liaison: Tehassi Hill, Councilman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**2. Accept Oneida Engineering Science & Construction, LLC FY '16 4th quarter report**

Chair: Jacquelyn Zalim
Liaison: Tehassi Hill, Councilman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

3. Accept Bay Mills Incorporation Inc. FY '16 4th quarter report

President: Jeff Bowman
Liaison: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

4. Accept Oneida Airport Hotel Corporation FY '16 4th quarter report

President: Janice Skenandore-Hirth
Liaison: Trish King, Tribal Treasurer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

5. Accept Oneida Golf Enterprises, Inc. FY '16 4th quarter report

Agent: Janice Skenandore-Hirth
Liaison: Trish King, Tribal Treasurer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

6. Defer Oneida Seven Generations Corporation FY '16 4th quarter report to December 28, 2016, regular Business Committee meeting

Agent: Pete King III
Liaison: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**XI. GENERAL TRIBAL COUNCIL** *(To obtain a copy of Members Only Materials, please visit the BC Support Office, located on the 2nd floor of the Norbert Hill Center and present Tribal I.D. card)***A. Schedule special General Tribal Council meeting, as directed by General Tribal Council, on February 20, 2017; and approve draft agenda**

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

B. Accept verified petition submitted by Sherrole Benton regarding request to change pre-employment drug testing for marijuana; and request appropriate analyses

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

C. Petitioner Edward Delgado: Oneida panel of educators and retention of kindergarten students**1. Accept financial analysis progress report**

Sponsor: Larry Barton, Chief Financial Officer

EXCERPT FROM OCTOBER 26, 2016: (1) Motion by Lisa Summers to accept the verified petition submitted by Edward Delgado regarding Oneida panel of educators and retention of kindergarten students; and to request appropriate analyses, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Lisa Summers to send the verified petition to the Law, Finance, Legislative Reference, and Direct Report Offices for the legal, financial, legislative, and administrative analyses to be completed, seconded by Fawn Billie. Motion carried unanimously. (3) Motion by Lisa Summers to direct the Law, Finance, and Legislative Reference Offices to submit their analyses within sixty (60) days; and that a progress report be submitted within forty-five (45) days, seconded by David Jordan. Motion carried unanimously. (4) Motion by Lisa Summers to direct the Direct Reports Offices to submit the appropriate administrative analysis to the Tribal Secretary's office within thirty (30) days, seconded by Jennifer Webster. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
 Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**D. Review Fletcher, PLLC legal analysis of June 13, 2016, General Tribal Council meeting regarding per capita and determine next steps**

Sponsor: Larry Barton, Chief Financial Officer

EXCERPT FROM AUGUST 24, 2016: (1) Motion by Melinda J. Danforth to take this item from the table, seconded by David Jordan. Motion carried unanimously. (2) Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. (3) Motion by David Jordan to request an external third party attorney's office to provide an opinion regarding the per capita actions taken by the General Tribal Council during a special meeting on June 13, 2016, seconded by Lisa Summers. Motion carried with three opposed. (4) Amendment to the main motion by Melinda J. Danforth to request the Finance Office be the person to administer and request the legal opinion, seconded by Lisa Summers. Motion carried with one opposed and one abstention. (5) Motion by Lisa Summers to place this item on the next Business Committee work meeting agenda for further discussion of possible ways to continue to approach the concerns that were addressed here today, seconded by Jennifer Webster. Motion carried unanimously.

EXCERPT FROM AUGUST 10, 2016: Motion by Trish King to defer the remaining agenda items to the August 24, 2016, regular Business Committee meeting..., seconded by Lisa Summers. Motion carried unanimously.

EXCERPT FROM JULY 13, 2016: (1) Motion by Lisa Summers to adopt resolution titled Implementing Per Capita Plan for Fiscal Year 2017 to Fiscal Year 2021 Adopted by General Tribal Council on June 13, 2016, seconded by Brandon Stevens. Motion ruled out of order by Chairwoman Tina Danforth. (2) Motion by Lisa Summers to table this item to the July 27, 2016, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "V.I.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

XII. EXECUTIVE SESSION**A. REPORTS****1. Accept Oneida Total Integrated Enterprises, FY '16 4th quarter report (9:30 a.m.-10:00 a.m.)**

Chair: Butch Rentmeester
Liaison: Tehassi Hill, Councilman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "V.I.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

2. Accept Oneida Engineering Science & Construction, LLC FY '16 4th quarter report (10:00 a.m.-10:30 a.m.)

Chair: Jacquelyn Zalim
Liaison: Tehassi Hill, Councilman

DRAFT

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

3. Accept Bay Bancorporation Inc. FY '16 4th quarter report (10:30 a.m.-11:00 a.m.)

President: Jeff Bowman
Liaison: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

4. Accept Oneida Airport Hotel Corporation FY '16 4th quarter report (1:30 p.m.-2:00 p.m.)

President: Janice Skene, Tribal Chairwoman
Liaison: Trish King, Tribal Treasurer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

5. Accept Oneida Golf Enterprise FY '16 4th quarter report (2:00 p.m.-2:30 p.m.)

Agent: Janice Skene, Tribal Chairwoman
Liaison: Trish King, Tribal Treasurer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

6. Defer Oneida Seven Generations Corporation FY '16 4th quarter report to December 28, 2016, regular Business Committee meeting

Agent: Pete King III
Liaison: Tina Danforth, Tribal Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**7. Accept Chief Counsel report – Jo Anne House, Chief Counsel**

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

8. Intergovernmental Affairs & Communications – Nathan King, Director**a. Approve Government Policy Solutions – contract # 2016-1287**

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

b. Approve Pace LLP – contract # 2016-1286

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

B. STANDING ITEMS

1. **Land Claims Strategy** (*No Requested Action*)
2. **Oneida Golf Enterprise – Ladies Professional Golf Association update**
(*This item is scheduled to begin at 1:30 p.m.*)
Sponsor: Trish King, Tribal Treasurer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VII. A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

- a. **Accept update regarding requested vendor list**
Sponsor: Larry Barton, Chief Financial Officer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**b. Accept update regarding procedure for draw down decisions**

Sponsor: Larry Barton, Chief Financial Officer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster

Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

EXCERPT FROM NOVEMBER 23, 2016: (1) Motion by David Jordan to accept the update regarding Oneida Golf Enterprise – Ladies Professional Golf Association, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Jennifer Webster for the Chief Financial Officer to provide a top 30 vendor list with low and high spend ranges for each vendor to the Business Committee team representatives that include Secretary Lisa Summers, Treasurer Trish King, and Danelle Wilson no later than December 9, 2016, seconded by Lisa Summers. Motion carried unanimously. (3) Motion by Lisa Summers to direct the Chief Financial Officer to provide a written procedure identifying how draw down decisions are made against their approved loan agreement, including a flow chart of how the payments are processed once the requests come in from Oneida Golf Enterprise; and that's to be done by December 16, 2016, seconded by Fawn Billie. Motion carried unanimously.

C. UNFINISHED BUSINESS**1. Approve recommendation to terminate appointment of Oneida Library Board member**

Sponsor: Tina Danforth, Tribal Chairwoman

EXCERPT FROM NOVEMBER 23, 2016: Motion by David Jordan to defer the request back to the Chair's Office and to request a recommendation be provided at the December 14, 2016, regular Business Committee meeting, in accordance with section 6-5 of the Comprehensive Policy Governing Boards, Committees, and Commissions, seconded by Lisa Summers. Motion carried unanimously.

EXCERPT FROM NOVEMBER 9, 2016: Motion by Lisa Summers to defer the remaining items to the November 23, 2016, regular Business Committee unless there are items that the Tribal Secretary can identify that need immediate attention by the Business Committee at which time the Tribal Secretary will ask for an Open Poll to be conducted to address those items, seconded by Tehassi Hill. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster

Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

2. Final Monitoring Report regarding on-site performance review of Indian Housing Block Grant and Indian Community Development Block grant programs:**a. Accept funding recommendation regarding finding # 2016-IHBG-3**

Sponsors: Dale Wheelock, Executive Director/Oneida Housing Authority; Jacquie Boyle, Director/Development Division-Operations; Larry Barton, Chief Financial Officer

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-

DRAFT

21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

b. Accept status report from Legislative Operating Committee regarding completion of tribal policy to address finding # 2016-IHBG-4

Sponsor: Brandon Stevens, Councilman/ Legislative Operating Committee Chair

EXCERPT FROM NOVEMBER 23, 2016: (1) Motion by Lisa Summers to accept the Final Monitoring Report regarding on-site performance review of the Indian Housing Block grant and Indian Community Development Block grant programs; and to move the report to open session, seconded by Fawn Billie. Motion carried unanimously. (2) Motion by Lisa Summers to assign the Oneida Housing Authority Director, Development Division Director and the Chief Financial Officer to work together to identify the funds for open finding # 2016-IHBG-3; and for the recommendation to be brought back to the December 14, 2016, regular Business Committee meeting for consideration, noting the deadline of February 20, 2017, to transfer the funds, seconded by David Jordan. Motion carried unanimously. (3) Motion by Jennifer Webster to assign the Legislative Operating Committee to bring back a status report on the completion of tribal policy that would address finding # 2016-IHBG-4 for the December 14, 2016, regular Business Committee meeting, seconded by Brandon Stevens. Motion carried unanimously.

EXCERPT FROM NOVEMBER 9, 2016: Motion by Lisa Summers to defer the remaining items to the November 23, 2016, regular Business Committee unless there are items that the Tribal Secretary can identify that need immediate attention by the Business Committee at which time the Tribal Secretary will ask for an E-Poll to be conducted to address those items, seconded by Tehassi Hill. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

3. Accept update regarding Duck Creek Trail strategy

Sponsors: Nathan King, Director/Intergovernmental Affairs & Communications

EXCERPT FROM NOVEMBER 23, 2016: Motion by Lisa Summers to direct the Intergovernmental Affairs & Communications Dept and the Development Division to work with the Law Office regarding the right-of-way and signage issues; and to bring back an update to the December 14, 2016, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.

EXCERPT FROM NOVEMBER 9, 2016: Motion by Lisa Summers to defer the remaining items to the November 23, 2016, regular Business Committee unless there are items that the Tribal Secretary can identify that need immediate attention by the Business Committee at which time the Tribal Secretary will ask for an E-Poll to be conducted to address those items, seconded by Tehassi Hill. Motion carried unanimously.

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item “VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations” to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT**D. NEW BUSINESS****1. Approve fifty-four (54) new enrollments**

Sponsor: Brandon Stevens, Councilman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

2. Review complaint # 2016-DR06-08 (This item is scheduled to begin at 9:00 a.m.)

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

3. Review complaint # 2016-DR06-09

Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

4. Review complaint # 2016-DR06-10

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

5. Accept update regarding Tribal Ombudsman position

Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

DRAFT

6. Review results of Investigative Case # 16-61 and determine next steps

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

7. Approve Cooperative Governance Agreement between Oneida Nation and Town of Oneida – contract # 2016-1357

Sponsor: Lisa Summers, Tribal Secretary

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

XIII. ADJOURN

Motion by Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously:

Ayes: Melinda J. Danforth, Tehassi Hill, Trish King, Jennifer Webster
Not Present: Fawn Billie, David Jordan, Brandon Stevens, Lisa Summers

Minutes prepared by Heather Heuer, Information Management Specialist
Minutes approved as presented on _____.

Lisa Summers, Secretary
ONEIDA BUSINESS COMMITTEE

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.
2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Heather Heuer, Info. Mgmt. Spec./BC Support Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

DRAFT



Oneida Business Committee

Special Meeting
9:00 a.m. Friday, December 16, 2016
BC Conference Room, 2nd floor, Norbert Hill Center

Minutes – DRAFT

EXECUTIVE SESSION

Present: Vice-Chairwoman Melinda J. Danforth, Treasurer Trish King, Council members: Fawn Billie, Tehassi Hill, David Jordan, Jennifer Webster;

Not Present: Secretary Lisa Summers;

Arrived at: Chairwoman Tina Danforth at 9:05 a.m., Councilman Brandon Stevens at 9:10 a.m.;

Others Present: Jo Anne Houge, Larry Barton, Loucinda Conway, Jennifer Anderson, Tamara Vanschandel, Louise Cornelius, Chad Fuss, Corey Topp, Keith Stoneburner, Ron Kirsch, Heather Heuer;

I. CALL TO ORDER AND ROLL CALL by Vice-Chairwoman Melinda J. Danforth at 9:02 a.m.

For the record, Secretary Lisa Summers is out of the office on personal time.

II. OPENING

III. ADOPT THE AGENDA

Motion by Tehassi Hill to adopt the agenda as presented, seconded by Fawn Billie. Motion carried unanimously:

Ayes: Fawn Billie, Tehassi Hill, David Jordan, Trish King, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens, Lisa Summers

IV. EXECUTIVE SESSION

Motion by David Jordan to go into executive session at 9:02 a.m., seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Fawn Billie, Tehassi Hill, David Jordan, Trish King, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens, Lisa Summers

Chairwoman Tina Danforth arrives at 9:05 a.m. and assumes responsibility of the chair.

Councilman Brandon Stevens arrives at 9:10 a.m.

Motion by David Jordan to come out of executive session at 9:48 a.m., seconded by Trish King. Motion carried unanimously:

Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster
Not Present: Lisa Summers

DRAFT

A. Audit Committee

Chair: Tehassi Hill, Councilman

1. Approve RSM, US LLP presentation materials for January 16, 2017, Annual General Tribal Council Meeting

Motion by David Jordan to approve the RSM, US LLP presentation materials for the January 16, 2017, Annual General Tribal Council Meeting, seconded by Trish King. Motion carried unanimously:

Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster

Not Present: Lisa Summers

2. Approve 2016 Year-End audited financial statements presented by RSM, US LLP auditors

Motion by Melinda J. Danforth to approve the 2016 Year-End audited financial statements presented by RSM, US LLP auditors, seconded by David Jordan. Motion carried unanimously:

Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster

Not Present: Lisa Summers

V. ADJOURN

Motion by David Jordan to adjourn at 9:49 a.m., seconded by Tehassi Hill. Motion carried unanimously:

Ayes: Melinda J. Danforth, Fawn Billie, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Jennifer Webster

Not Present: Lisa Summers

Minutes prepared by Heather Heuer, Information Management Specialist
Minutes approved as presented on _____.

Lisa Summers, Secretary
ONEIDA BUSINESS COMMITTEE

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.
2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Lisa Liggins, Executive Assistant II
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:

BACKGROUND

During the October 12, 2016, regular Oneida Business Committee (OBC) meeting, the OBC approved the 2017 OBC Standing Meeting Schedule with a revised start time for open and executives sessions to begin at 8:30 a.m. instead of 9:00 a.m. OBC Resolution 11-23-16-C was adopted to reflect this new start time.

At the December 20, 2016, BC work meeting, the BC agreed to add an additional meeting to their Regular Meeting Schedule. This new regular meeting is to be held on a quarterly basis in the months of January, April, July and October. The purpose of this new, regular meeting is to address quarterly reports from the Nation's Boards, Committees, and Commissions, from the Nation's Corporate Boards, and from the Standing Committees of the OBC.

Attached is a resolution that establishes the new regular meeting and would supersede all prior motion, practices, or resolutions, in particular OBC Resolutions 12-10-08-A, 06-23-10-E and 11-23-16-C, regarding the subject of regular meetings of the Oneida Business Committee.

REQUESTED ACTION

Adopt resolution entitled Oneida Business Committee Regular Meeting Schedule.

- 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

Oneida Nation

Post Office Box 365

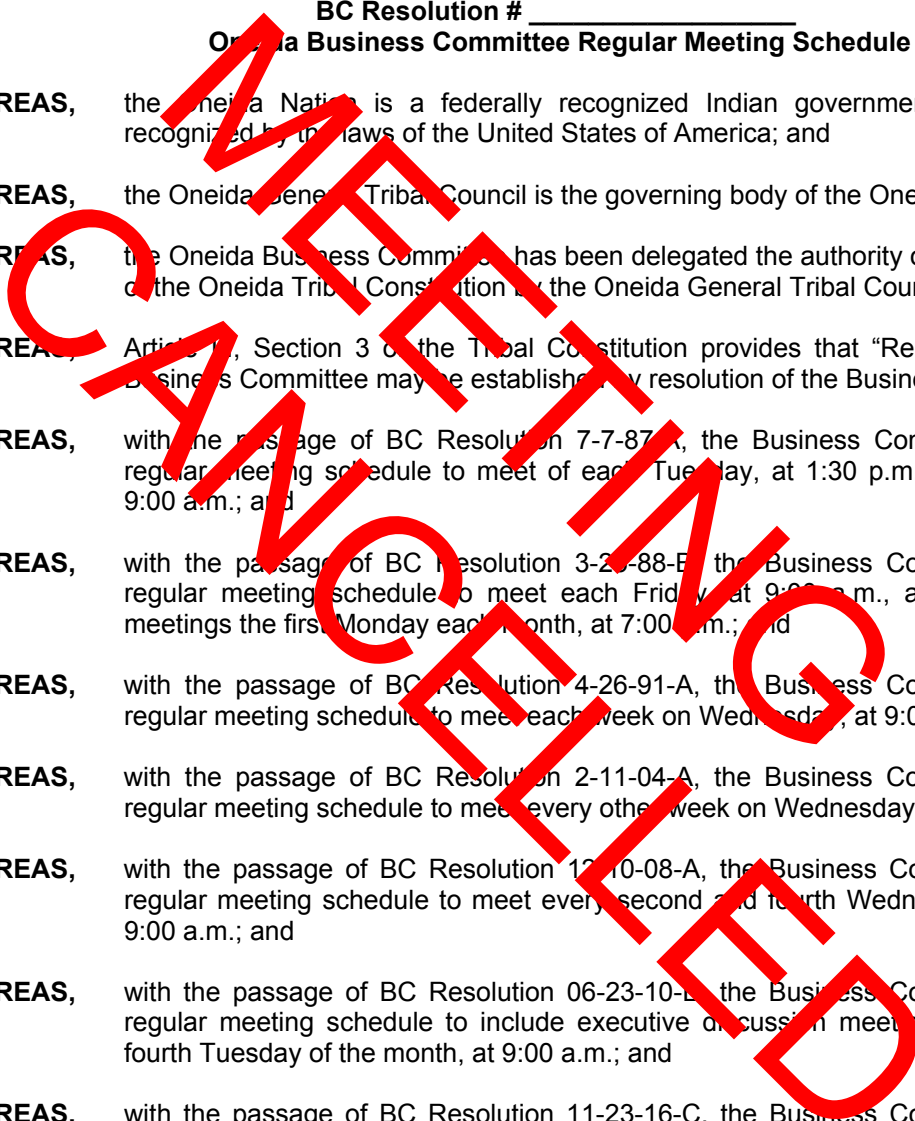
Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # _____ Oneida Business Committee Regular Meeting Schedule

- 1 **WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe
2 recognized by the laws of the United States of America; and
3
- 4 **WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
5
- 6 **WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1,
7 of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
8
- 9 **WHEREAS,** Article IV, Section 3 of the Tribal Constitution provides that "Regular meetings of the
10 Business Committee may be established by resolution of the Business Committee;"; and
11
- 12 **WHEREAS,** with the passage of BC Resolution 7-7-87-A, the Business Committee established a
13 regular meeting schedule to meet on each Tuesday, at 1:30 p.m., and each Friday, at
14 9:00 a.m.; and
15
- 16 **WHEREAS,** with the passage of BC Resolution 3-20-88-E, the Business Committee modified the
17 regular meeting schedule to meet each Friday at 9:00 a.m., and held informational
18 meetings the first Monday each month, at 7:00 a.m.; and
19
- 20 **WHEREAS,** with the passage of BC Resolution 4-26-91-A, the Business Committee modified the
21 regular meeting schedule to meet each week on Wednesday, at 9:00 a.m.; and
22
- 23 **WHEREAS,** with the passage of BC Resolution 2-11-04-A, the Business Committee modified the
24 regular meeting schedule to meet every other week on Wednesday, at 9:00 a.m.; and
25
- 26 **WHEREAS,** with the passage of BC Resolution 12-10-08-A, the Business Committee modified the
27 regular meeting schedule to meet every second and fourth Wednesday each month, at
28 9:00 a.m.; and
29
- 30 **WHEREAS,** with the passage of BC Resolution 06-23-10-B, the Business Committee modified the
31 regular meeting schedule to include executive discussion meetings every second and
32 fourth Tuesday of the month, at 9:00 a.m.; and
33
- 34 **WHEREAS,** with the passage of BC Resolution 11-23-16-C, the Business Committee modified the
35 regular meeting schedule to meet every second and fourth Tuesday of the month at 8:30
36 a.m. for executive discussion meetings, and to meeting every second and fourth
37 Wednesday of the month at 8:30 a.m. for regular meetings; and
38
- 39 **WHEREAS,** the Business Committee has determined an additional regular meeting is required on a
40 quarterly basis for the purpose of addressing quarterly reports from Boards, Committees
41 and Commissions, Corporate Boards, and Standing Committees of the Business
42 Committee; and
43



44 **WHEREAS,** the Business Committee has determined this change would better serve the membership
45 of the Oneida Nation and the Business Committee.
46

47 **NOW THEREFORE BE IT FURTHER RESOLVED,** executive discussion meetings of the Oneida
48 Business Committee shall be held every second and fourth Tuesday each month, at 8:30 a.m. starting on
49 January 10, 2017;
50

51 **BE IT FURTHER RESOLVED,** regular meetings of the Oneida Business Committee shall be held every
52 second and fourth Wednesday each month, at 8:30 a.m., starting on January 11, 2017;
53

54 **BE IT FURTHER RESOLVED,** for the purpose of addressing quarterly reports, regular meetings of the
55 Oneida Business Committee shall be held the fourth Thursday of January, April, July, and October, at
56 8:00 a.m., starting on January 26, 2017;
57

58 **BE IT FINALLY RESOLVED,** this resolution shall supersede all prior motions, practices or resolutions, in
59 particular BC Resolutions 12-10-09-A, 6-23-10-E, and 11-23-16-C, regarding the subject of regular
60 meetings of the Oneida Business Committee.

CANCELLED



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



Statement of Effect

Oneida Business Committee Regular Meeting Schedule

Summary

This Resolution would require that the Oneida Business Committee hold an additional regular meeting on a quarterly basis for the purpose of addressing quarterly reports from Boards, Committees and Commissions, Corporate Boards, and Standing Committees of the Business Committee. This Resolution also requires that the Oneida Business Committee hold executive discussion meetings every second and fourth Tuesday each month, at 8:30 a.m., starting on January 10, 2017, and that the regular meetings of the Oneida Business Committee be held every second and fourth Wednesday each month at 8:30 a.m., starting January 11, 2017.

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

Analysis by the Legislative Reference Office

Article III, Section 5 of the Constitution of the Oneida Nation states, "Regular meetings of the Business Committee may be established by resolution of the Business Committee." Currently, the Business Committee holds executive discussion meetings every second and fourth Tuesday each month, at 9:00 a.m. (BC-06-23-10-E); and regular meetings every second and fourth Wednesday each month, at 9:00 a.m. (BC-12-10-08-A). With the passage of Oneida Business Committee Resolution 11-23-16-C, the Oneida Business Committee modified the regular meeting schedule to meet every second and fourth Tuesday of the month at 8:30 a.m. for executive discussion meetings beginning January 10, 2017, and to meet every second and fourth Wednesday of the month at 8:30 a.m. for regular meetings beginning January 11, 2017.

This Resolution specifies that the Oneida Business Committee shall hold an additional regular meeting on a quarterly basis for the purpose of addressing quarterly reports from Boards, Committees and Commissions, Corporate Boards, and Standing Committees of the Business Committee. This additional regular meeting shall be held the fourth Thursday of January, April, July, and October at 8:00 a.m. starting on January 26, 2017.

This Resolution also reiterates that executive discussion meetings of the Oneida Business Committee shall be held every second and fourth Tuesday each month, at 8:30 a.m. starting on January 10, 2017, and that the regular meetings of the Oneida Business Committee shall be held every second and fourth Wednesday each month, at 8:30 a.m., starting on January 11, 2017.

The Oneida Business Committee has determined that this change in the regular meeting schedule would better serve the membership of the Oneida Nation and the Oneida Business Committee.

Lastly, the Resolution specifies that it shall supersede all prior motions, practices or resolutions, in particular BC Resolutions 12-10-08-A, 06-23-10-E, and 11-23-16-C, regarding the subject of regular meetings of the Oneida Business Committee.

Conclusion

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

CANCELLED

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

<input type="text" value="1. Memo"/>	<input type="text" value="3. Legislative Analysis, Draft (Redline & Clean)"/>
<input type="text" value="2. Statement of Effect"/>	<input type="text" value="4. Fiscal Impact Statement"/>

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor: Jennifer Falck, Director, Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Candice Skenandore, Legislative Analyst, Legislative Reference Office
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 BS
 FROM: Brandon Stevens, LOC Chairperson
 DATE: December 28, 2016
 RE: Community Support Fund Law Amendments

Please find the following attached backup documentation for your consideration of the Community Support Fund Law Amendments:

1. Resolution: Community Support Fund Law Amendments
2. Statement of Effect: Community Support Fund Law Amendments
3. Community Support Fund Law Amendments Legislative Analysis
4. Community Support Fund Law (Redline)
5. Community Support Fund Law (Clean)
6. Community Support Fund Law Amendments Fiscal Impact Statement

Overview

This Resolution adopts amendments to the current Community Support Fund Policy. The amendments:

- Clarifying that the Fund is a fund of last resort.
- Requiring applicants to submit additional documentation when requesting assistance from the Fund.
- Removing provisions related to cost-sharing.
- Delegating administrative rulemaking authority to the Social Services Area (or designee), to promulgate additional rules governing the administration of the Community Support Fund.
- Revising the listed categories of things that funding can and cannot be provided for.
- Adding timelines and additional details to the appeal process.
- Requiring case managers to provide a written follow-up for all contact with an applicant.

In accordance with the Legislative Procedures Act, the first public meeting on the proposed law was held on October 29, 2015. On November 18, 2015, the LOC reviewed all comments received during the public comment period; and any changes made based on those comments have been incorporated into this draft. A second public meeting on the proposed law was held on November 3, 2016. On December 7, 2016, the LOC reviewed all comments received during the public comment period; and any changes made based on those comments have been incorporated into this draft.

Requested Action

Approve the Resolution: Community Support Fund Law Amendments.

BC Resolution _____

Adoption of Community Support Fund Amendments

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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 Nation Constitution by the Oneida General Tribal Council; and

WHEREAS, the Oneida Business Committee originally adopted the Community Support Fund Policy (Policy) on May 15, 1996, and made amendments on January 8, 1997 and December 11, 2015; and

WHEREAS, these amendments re-title the Fund as a law instead of a policy; and

WHEREAS, these amendments clarify that the Fund is a fund of last resort; and

WHEREAS, these amendments eliminate the cost sharing provisions; and

WHEREAS, these amendments require operators of the Fund to create rules to manage the Fund including the list of categories the fund covers and funding caps; and

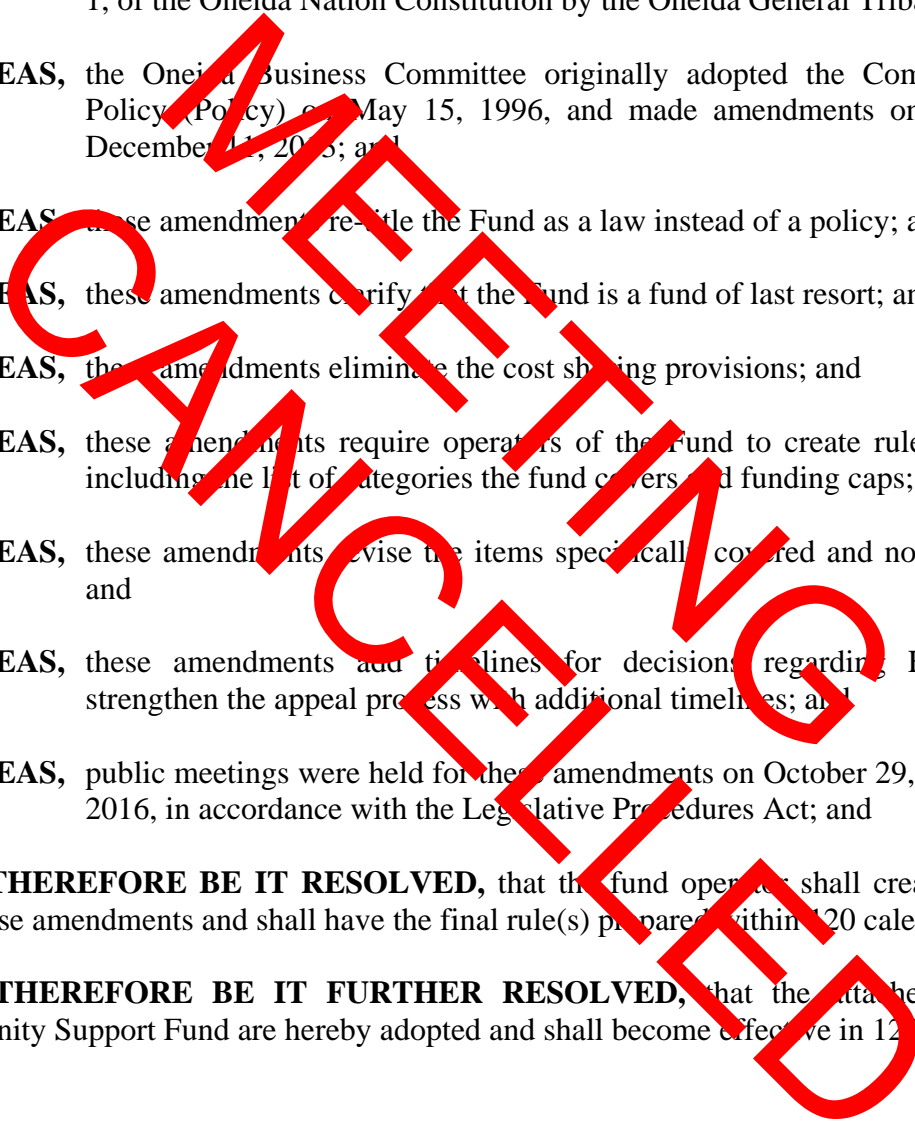
WHEREAS, these amendments revise the items specifically covered and not covered by the Fund; and

WHEREAS, these amendments add timelines for decisions regarding Fund applications and strengthen the appeal process with additional timelines; and

WHEREAS, public meetings were held for these amendments on October 29, 2015 and November 3, 2016, in accordance with the Legislative Procedures Act; and

NOW THEREFORE BE IT RESOLVED, that the fund operators shall create rules in accordance with these amendments and shall have the final rule(s) prepared within 120 calendar days; and

NOW THEREFORE BE IT FURTHER RESOLVED, that the attached amendments to the Community Support Fund are hereby adopted and shall become effective in 120 calendar days.





Statement of Effect

Adoption of Community Support Fund Amendments

Summary

This Resolution adopts amendments to the Community Support Fund which re-title the policy as a law, clarify various sections of the law, grant the Fund operator rulemaking authority and add additional items to the “items covered by the fund” and “items not covered by the fund” sections.

By: *Krysal L. John, Staff Attorney*

Analysis

This resolution adopts amendments to the Community Support Fund which was adopted by resolution BC-05-15-96-A and thereafter amended by resolutions BC-01-08-97-G and BC-12-11-13-D.

These amendments were initially pursued to clarify the provisions related to cost sharing. Additional revisions were also incorporated into these amendments based on requests from the fund operators and community members. These amendments clarify that the fund is a fund of last resort; eliminate cost sharing; grant the fund operator rulemaking authority; reassess the items specifically covered and not covered by the fund; and provide timelines for the appeal process.

Public meetings were held on October 29, 2015 and November 3, 2016 in accordance with the Legislative Procedures Act.

Conclusion

Adoption of these amendments does not conflict with the Nation’s laws.



Draft #11 (For OBC Consideration)
December 14, 2016

Community Support Fund Amendments

<i>Analysis by the Legislative Reference Office</i>					
Title	Community Support Fund Law (currently a policy)				
Sponsor	David P. Jordan	Drafter	Doug McIntyre, Jo Anne House, Krystal John	Analyst	Tani Thurner
Requester & Reason for Request	This item was brought forward by LOC Chair Brandon Stevens, to clarify an inconsistency between the Policy and the adopting resolution. Additional changes are also made to update and streamline the draft, including re-titling it as a law.				
Purpose	The Law identifies requirements for how funds may be disbursed to Oneida members who are facing emergency situations.				
Authorized/ Affected Entities	Governmental Services Division Director, Social Services Area (or designee) administers the Fund.				
Related Legislation	There are various laws/policies which identify how Tribal funds would be disbursed; however nothing is directly related.				
Enforcement & Due Process	Eligibility requirements; case manager decisions appealable to program director, then to area manager, then to the Judiciary – Court of Appeals.				
Public Meeting Status	A public meeting was held on October 29, 2015, and any comments received during the public comment period have been reviewed and considered by the LOC.				

Overview

In December 2013, amendments were adopted to the Community Support Fund Policy. The adopting Resolution (OB #12-11-12) said that the amendments specifically stated that persons who receive assistance from the Community Support Fund (the Fund) do not have to cost share if they are at or below Federal Poverty Guidelines. However, the policy, as amended, did not state this.

In order to reconcile that resolution with the Policy, the Legislative Operating Committee added this item to the Active Files List with the intent of amending the Policy to clarify that applicants do not have to cost share if they are at or below federal poverty guidelines.

However, instead of adding a provision which exempts applicants from cost-sharing if they are at or below federal poverty guidelines, other changes were made instead, based on requests from the fund administrators, and input from the community. The policy is also re-titled as a law, as part of a broader change to re-title existing Oneida policies to laws; since they are recognized as having the same legal effect. This new Law would become chapter 125 of the Oneida Code of Laws.

Cost Sharing

Instead of adding that persons are not required to cost share if they are at or below Federal Poverty Guidelines; the amendments remove nearly every provision related to cost sharing. [Current policy, 3-1(f), 4-4(a), 5-1(b), 6-3]. Only one possibly related provision remains – the Law still says that security deposits must be paid back to the fund before the applicant may receive another security deposit in the future. However, even in this provision, there is no exception for applicants who are at or under Federal Poverty Guidelines. [125.6-2(b)]

Other Changes

Rulemaking

- A definition for “Rule” is added – it means a set of requirements enacted in accordance with the Administrative Rulemaking law. [125.3-1(n)]

- 27 • The Social Services Area is responsible for the operation of the Fund but is now authorized to
28 designate the operation of the fund to a department within its control. The Fund operator
29 must now promulgate rules for administering the fund, instead of SOPs.
 - 30 ○ The rules are now required to include the list of categories the fund covers (which is
31 set out in section 125.6-1) and to set caps (per event/household/person, depending on
32 the category).
 - 33 ○ Rules may also include additional things not listed in the Law which the Fund will
34 cover, as long as the rule does not conflict with this Law. [125.4-1]
- 35 • When determining the level of assistance that may be provided to an applicant, case
36 managers must now consider the Fund’s “appropriate promulgated rules.” [125.5-1(d)]
- 37 • The Fund Operator is now required to establish, by Rule:
 - 38 ○ A “timeline for when an initial decision is required following the submission of a
39 complete application” which must include available extensions for when an applicant
40 is waiting for another support/assistance resource to make a determination of an
41 award/coverage. [125.9-1]
 - 42 ○ A definition for “essential appliances”. [125.6-1(m)]
- 43 • Currently, the Policy prohibits applicants from reapplying for the same catastrophic event,
44 illness, injury or emergency event more than twice. Under the amendments, applicants are
45 instead prohibited from reapplying for the same reason more than the limit stated within the
46 Law or the Fund’s rule. [125.8-4(e)] There are three limits specifically identified in the Law,
47 so unless additional limits are set out in rules, only the following will apply:
 - 48 ○ Inpatient treatment – a new limit is added once per lifetime. [125.6-1(h)]
 - 49 ○ Security deposits – still limited one request per household, but new language adds
50 that multiple, consecutive requests can be made. [125.6-2(c)]
 - 51 ○ Assistance with paying utilities – currently, assistance can only be requested once
52 every three years; the amendments reduce it to once every two years. [125.6-3]

Fund Coverage/Application

55 Various changes were made to the lists of things that are specifically covered, or
56 specifically not covered, by the Fund:

New Items specifically covered [125.6-1]	New Items specifically NOT covered [125.7-1]	Changes to items already covered by the Fund [125.6-1]
<ul style="list-style-type: none"> ➤ Inpatient Treatment ➤ Fire recovery/natural disaster assistance ➤ Home renovations for handicap accessibility ➤ Family Medical Leave Act wage replacement ➤ Rent and utility assistance during the waiting period for Social Security Disability Determination. ➤ Appliance repair for essential appliances as defined in the rules which the Fund operator shall develop. 	<ul style="list-style-type: none"> ➤ Homeless lodging assistance ➤ Health membership fees ➤ Food/personal care items ➤ Stabilization rental assistance ➤ Department of Corrections re-entry assistance 	<ul style="list-style-type: none"> ➤ Instead of covering all health insurance payments, the Fund only covers COBRA Insurance Payments.” ➤ The Fund may cover the <u>purchase of medical-related equipment, supplies, or furniture</u>, instead of just the rental of medical equipment. ➤ Instead of generally covering “shelter and utilities where no other resources exist”, the Law instead states that “utility disconnections” are covered.

Other Changes

- 57 • New language requires appeals of case manager’s decisions to be in writing, and timelines

60 for appeals are added. The Case Manager's initial decision is now appealed to the Program
61 Director, instead of to the Case Manager's supervisor. In addition to requiring the Fund
62 Operator to establish, by rule, a timeline for issuing an initial decision after an application is
63 submitted, the Law adds that:

- 64 ○ The Case Manager's initial decision must be appealed to the Program Director within 10
65 business days after the applicant receives notice of that decision.
- 66 ○ The Program Director must notify the applicant of their decision within 10 business days.
- 67 ○ The Program Director's decision must be appealed to the Area Manager within 10
68 business days after the applicant receives notice of that decision.
- 69 ○ The Area Manager must notify the applicant of their decision within 10 business days.
- 70 ○ Instead of stating that the Area Manager's decision may be appealed as a final decision to
71 the Judiciary; the Law states that the Area Manager's decision may be directly appealed to
72 the Oneida Court of Appeals in accordance with the Rules of Appellate Procedure.
73 [125.9]

- 74 • For applicants seeking assistance with travel expenses to attend a funeral for an immediate
75 family member: assistance must still be provided as reimbursement after the travel; but a new
76 exception is added – if the Fund operators establish a rule which allows for direct payment to
77 the travel provider from the Fund operator, then those types of payments may be able to be
78 made in advance. However applicants can still only be reimbursed for mileage. [125.6-4]
- 79 • Applicants are now required to provide additional supporting documentation, showing
80 Tribal enrollment, and all household income for the 30 business days (*i.e.* roughly 6 weeks)
81 immediately before applying. [125.8-2(c) and (d)]
- 82 • Funds can now benefit Tribal members only and can no longer be provided:
 - 83 ○ For minors who are eligible for enrollment but not enrolled [125.4-2], or
 - 84 ○ In situations where a non-Tribal member is applying on behalf of a Tribal member,
85 unless the funds would benefit the Tribal member only. [125.4-2] (This appears to
86 mean that funds could not be provided for things such as rent, utility bill assistance,
87 etc.; if non-Tribal members lived in the same household as the Tribal member.
88 However, this provision does not appear to prohibit funds being provided when a
89 Tribal member directly requests the funds, but the funds would benefit others,
90 including others who are not Tribal members.)
- 91 • The Governmental Services Division Director must report quarterly to the OBC, instead of
92 semi-annually. [125.4-1(b)]
- 93 • Currently, the only non-Oneida persons who may apply for assistance on behalf of an Oneida
94 member are the member's parents and legal guardians. The amendments also allow non-Tribal
95 persons with "legal responsibility" for a Tribal member to apply. [125.4-2(c)]
- 96 • Fund operators can limit (instead of just denying) benefits to applicants who have elected not
97 to be covered by employer benefits such as disability or health insurance. [125.4-6]
- 98 • Applicants must now identify a preferred method of contact, which will be the primary
99 method used to contact that person. Case Managers are now required to follow up on every
100 contact with written correspondence. [125.8-1(b)]
- 101 • The definition of "applicant" is changed to clarify that it means the subject of an application,
102 not a person applying on behalf of another person. [125.3-1(a)]
- 103 • The Law lists different examples of a catastrophic illness/injury that would involve continuing
104 treatment due to a chronic serious health condition. [125.3-1(e)(2)]
- 105 • Currently, the Fund may be used for a "catastrophic event, illness, or injury." The amendments
106 add that assistance also covers an "emergency event." [125.1 and 125.3-1(f)]

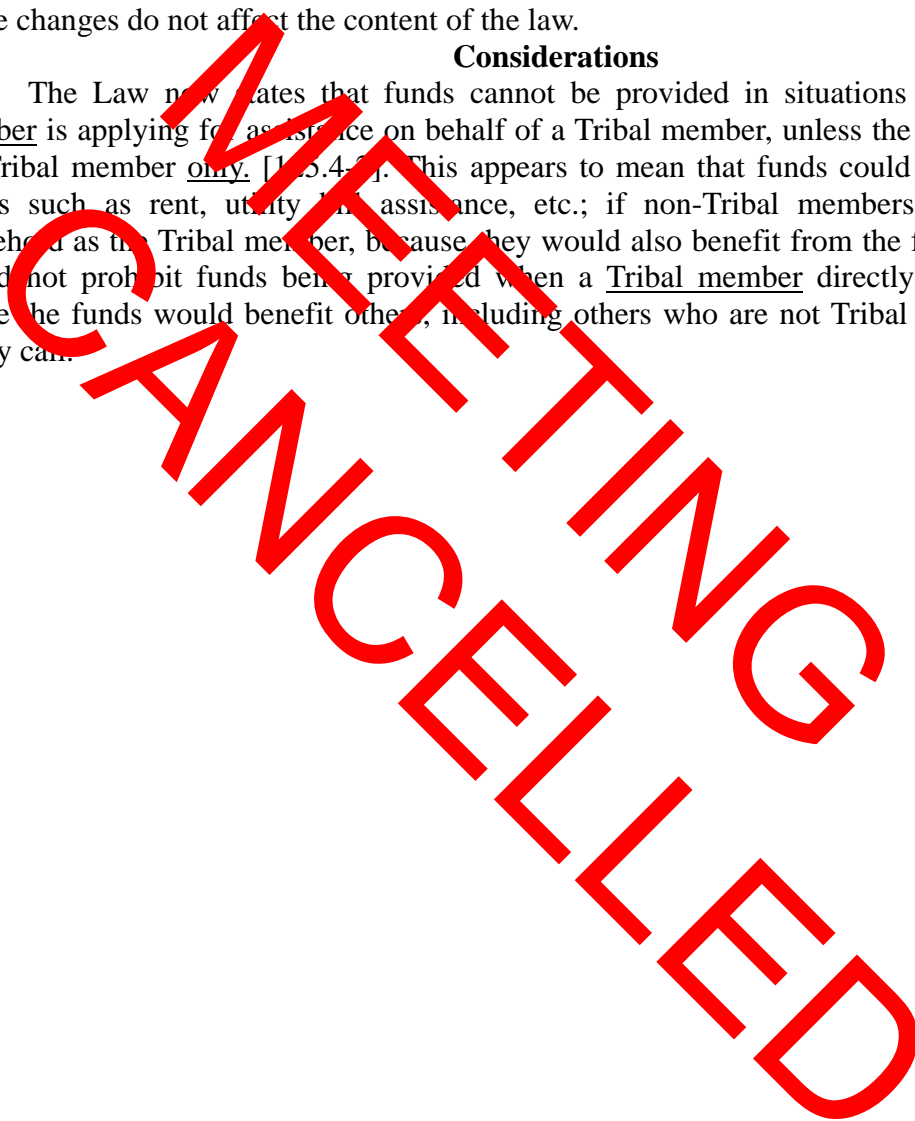
- 107 • A definition for “Reservation” is deleted as the term is not used in the law. Definitions for
 108 “severity” and “verification” are deleted as the terms are used in their ordinary and every day
 109 sense and do not require a definition. [Current policy, 3-1(n, o and r)]

110 **Other**

111 To reflect the 2015 Constitutional amendments, several references to the “Tribe” are
 112 replaced with references to the “Nation,” and a definition for “Nation” is added. [125.3-1(m)]
 113 Various other minor revisions were made to improve the language and organization of the
 114 document, and to ensure this document complies with standard drafting and formatting practices.
 115 These changes do not affect the content of the law.

116 **Considerations**

117 The Law now states that funds cannot be provided in situations where a non-Tribal
 118 member is applying for assistance on behalf of a Tribal member, unless the funds would benefit
 119 the Tribal member only. [125.4-2]. This appears to mean that funds could not be provided for
 120 things such as rent, utility bill assistance, etc.; if non-Tribal members lived in the same
 121 household as the Tribal member, because they would also benefit from the funds. However, this
 122 would not prohibit funds being provided when a Tribal member directly requests the funds,
 123 where the funds would benefit others, including others who are not Tribal members.) This is a
 124 policy call.
 125



Community Support Fund Policy

Title 1. Government and Finances – Chapter 125

COMMUNITY SUPPORT FUND

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It is helpful where our community lays

- 125.1. Purpose and Policy
- 125.2. Adoption, Amendment, Repeal
- 125.3. Definitions
- 125.4. Responsibilities, Eligibility and Qualifications
- 125.5. Priorities for Consideration
- 125.6. Items Covered by the Fund
- 125.7. Items not Covered by the Fund
- 125.8. Application Requirements
- 125.9. Appeal

Article I-

125.1. Purpose and Policy

~~125.1-1. Purpose.~~ The purpose of this ~~Policy law~~ is to assist the greatest number of ~~Tribal~~ members of the ~~Oneida Tribe of Indians of Wisconsin Nation~~ who apply for assistance to the ~~Community Support Fund~~ in times of a catastrophic event, illness ~~or~~, injury ~~or~~ **emergency event** when no other resources for assistance exist.

~~125.1-2. Policy.~~ It is the policy of the ~~Oneida Tribe of Indians of Wisconsin Nation~~ to assist their people in a time of need after a catastrophic event, illness ~~or~~, injury ~~or~~ **emergency event**, when there is no other assistance available or all other assistance has been exhausted.

Article II-125.2. Adoption, Amendment, Repeal

~~125.2-1.~~ This ~~Policy law~~ was adopted by the Oneida Business Committee by resolution #BC-5-15-96-A; ~~and~~ amended by ~~resolution #resolutions~~ BC-01-08-97-C, ~~and amended by resolution~~ #BC-12-1-13-D and BC-_____.

~~125.2-2.~~ This ~~Policy law~~ may be amended or repealed by the Oneida Business Committee and/or the Oneida General Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.

~~125.2-3.~~ Should a provision of this ~~Policy law~~ or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this ~~Policy law~~ which are considered to have legal force without the invalid ~~portion(s)-portions.~~

~~125.2-4.~~ In the event of a conflict between a provision of this ~~Policy law~~ and a provision of another ~~policy law~~, the provisions of this ~~Policy law~~ shall control.

~~125.2-5.~~ This ~~Policy law~~ is adopted under authority of the Constitution of the Oneida ~~Tribe of Indians of Wisconsin Nation.~~

Article III-125.3. Definitions

~~125.3-1.~~ This ~~article section~~ shall govern the definitions of words and phrases used within this ~~policy law~~. All words not ~~herein~~ defined ~~herein~~ shall be used in their ordinary and everyday sense.

(a) ~~“Applicant” shall mean~~ **means** the ~~person applying~~ **subject of the application** for assistance ~~for themselves or on behalf of another person who is otherwise unable to do so due to age or incapacity.~~

(b) ~~“Business Days” shall mean~~ **days” means** Monday through Friday 8:00 a.m. to

33 | 4:30 p.m., ~~except for recognized~~excluding Nation holidays ~~as listed on the official~~
34 | ~~calendar of the Tribe.~~
35 | (c) ~~“Case Manager” shall mean the~~manager” means an employee ~~of the Social~~
36 | ~~Services Area~~ responsible for administering ~~Community Support Services~~ Fund benefits
37 | ~~according to the established guidelines set forth below.~~
38 | (d) ~~“Catastrophic event” shall mean~~means a natural or man-made incident, which
39 | results in substantial damage or loss requiring major financial resources to repair or
40 | recover (i.e. house fire, tornado, flood, or other disaster).
41 | (e) ~~“Catastrophic illness or injury” shall mean~~means a serious debilitating illness,
42 | injury, impairment, or physical or mental condition that involves:
43 | (1) ~~in an inpatient case; or~~
44 | (2) ~~a~~ A period of continuing treatment due to a chronic serious health condition
45 | ~~(asthma, diabetes, epilepsy such as chemotherapy/radiation, dialysis, daily/weekly~~
46 | ~~therapy resulting from trauma, etc.); or~~
47 | (3) ~~a~~ A period of illness or injury that is long-term due to a condition for which
48 | treatment may be ineffective (stroke, terminal disease, etc.); or
49 | ~~(4) receipt of multiple~~ Multiple treatments either for restorative surgery after an
50 | accident or other injury, or for a chronic condition. (i.e. cancer or kidney disease)
51 |).
52 | (f) ~~“Cost share” shall mean the request to have the applicant agree to contribute to the~~
53 | ~~cost of the assistance given.~~
54 | (g) ~~“Emergency” shall mean~~ event” means a situation that poses an immediate risk to
55 | health, life, safety, property or environment. Emergencies require urgent intervention to
56 | prevent further illness, injury, death or other worsening of the situation.
57 | (h) ~~g~~ “Emergency medical travel” shall mean means an unexpected serious health
58 | situation or occurrence, requiring the immediate presence of immediate family. (i.e., end
59 | of life situation, life support, etc.)
60 | (i) ~~h~~ “Fund” shall mean means the Community Support ~~Services~~ Fund.
61 | (j) ~~i~~ “Immediate family” shall mean means that group of persons who make up a
62 | family unit normally defined as husband, wife, children, sister, brother, in-laws, step
63 | family, grandparents and grandchildren, and/or a person who has legal responsibility for a
64 | ~~member of their immediate family~~ the applicant.
65 | (k) ~~j~~ “Legal guardian” shall mean means a person who has the legal authority to care
66 | for the personal and property interests of another person granted through Court order.
67 | (l) ~~k~~ “Legal Responsibility” shall mean responsibility” means specific duties imposed
68 | upon a person to care or provide for another including liability for personal obligations as
69 | granted through a Power of Attorney or Court order.
70 | (m) ~~l~~ “Major medical surgery” shall mean means a surgical procedure that carries a
71 | degree of risk to the patient’s life, or the potential for severe disability if something goes
72 | wrong during surgery. It is a surgical procedure that usually requires a patient to be put
73 | under general anesthesia and given respiratory assistance because he or she cannot
74 | breathe independently.
75 | (n) ~~“Reservation” shall mean all the lands and waters within the exterior boundaries of~~
76 | ~~the Reservation of the Oneida Tribe of Indians of Wisconsin, as created pursuant to the~~
77 | ~~1838 Treaty with the Oneida 7 Stat. 566, and any lands added thereto pursuant to federal~~

law.

(m) “Nation” means the Oneida Nation.

(n) “Rule” means a set of requirements enacted in accordance with the Administrative Rulemaking law.

(o) “Severity” shall mean the verified rate or level of need.

(p) “Shelter” shall mean mortgage payments or rent payments.

(q) “Tribal or Tribe” shall mean means the Oneida Tribe of Indians of Wisconsin Nation.

(r) “Verification” shall mean the evidence or proof that confirms the accuracy or truth of the alleged catastrophic event, illness or injury and of Tribal membership (i.e., estimates, photographs, doctor statements/report, check stubs, tribal identification card/letter, etc.).

~~Article IV. Social Services~~

125.4. Responsibilities, Eligibility and Qualifications

~~125.4.1.~~ The Social Services Area of the Governmental Services Division shall ~~create and administer~~ be responsible for operation of the Fund, but may designate the operation of the Fund to a department ~~under its control~~.

(a) ~~The Social Services Area shall create standard operating procedures~~ operators of the Fund shall promulgate rules, for the administration of the Fund, that are consistent with this law. ~~The standard operating procedures rules:~~

(1) shall include the list of categories the Fund covers and a cap that ~~sets~~ sets the amount of assistance per event/ per household, except for funeral expenses which shall be set per event/per person.

(2) may include additional items not listed in section 125.6, as long as the rule does not conflict with this law.

(b) The Governmental Services Division Director shall report ~~semi-annually~~ quarterly to the Oneida Business Committee. The report shall include, but is not limited to, the amount of ~~Funds~~ funds paid out under each category.

(c) ~~The Social Services area~~ Area or designee shall ensure that the ~~Tribal~~ Nation’s membership is informed of what assistance is available through the Fund, how to apply for assistance, and ~~specify~~ who is eligible for assistance.

~~125.4-2.~~ Eligibility for assistance provided under the Fund is reserved for ~~Tribal~~ enrolled members of the Nation. Applications may be made by a ~~non-Tribal parent or legal guardian on member on the~~ behalf of a Tribal enrolled member, ~~or minor eligible for enrollment of the Nation,~~ provided Funds the requested funds will benefit the ~~Tribal member or child of member only and the non-member has one (1) of the following relationships to the applicant:~~

- (a) Is a parent of the applicant;
- (b) Is the legal guardian of the applicant; or
- (c) Has legal responsibility for the applicant.

~~125.4-3.~~ Residency within the ~~State~~ state of Wisconsin is not a prerequisite for assistance, except for requests for a security deposit in ~~Section~~ accordance with section 125.6-2.

~~125.4-4.~~ The Fund is a fund of last resort and provides assistance when there is no other financial assistance available.

(a) ~~Applicants will be asked to contribute a percentage of the~~ or all other assistance ~~being requested.~~

Draft #12– For OBC Consideration

12/28/16

123 | ~~(b) has been exhausted.~~ Applicants shall first seek out other resources that can meet the needs of
 124 | their request. Proof of requesting assistance from other sources shall be provided with the
 125 | application.

126 | 125.4-5.– The following types of catastrophic events, illnesses or injuries qualify an applicant for
 127 | assistance:

- 128 | (a)– ~~___~~ Terminally ill;
- 129 | (b)– ~~___~~ Physically challenged or incapacitated;
- 130 | (c)– ~~___~~ Major medical surgery;
- 131 | (d)– ~~___~~ Life threatening (i.e. ~~Cancer~~cancer, AIDS, ~~Stroke~~stroke, disabling injuries due to
 132 | motor vehicle accident (etc.));
- 133 | (e)– ~~___~~ Natural disaster (i.e. ~~Tornado~~tornado, fire, flood, etc.); and
- 134 | (f)–Death in immediate family as identified in section 125.6-1(n).

135 | ~~4-6. A Case Manager reserves the right to deny~~125.4-6. Assistance may be denied or limited
 136 | for applicants who have elected not to be covered by employer benefits such as disability or
 137 | health insurance.

138 | 125.4-7.– ~~All~~ Except as otherwise provided in section 125.6-4, all payments shall be provided
 139 | directly to the service provider. ~~However, funeral travel shall be reimbursed to the applicant.~~

140 | 125.4-8.– Assistance available under the Fund is subject to change according to fiscal year
 141 | funding levels.

142 | 125.4-9.– ~~Tribal Programs~~ Owida programs and ~~Enterprises~~enterprises are not eligible for
 143 | these funds.

145 | Article V.–125.5. Priorities for Consideration

146 | 125.5-1.– The ~~Case Manager~~case manager shall determine the level of assistance to be provided
 147 | based on:

- 148 | (a)– ~~___~~ Severity of event, illness ~~or~~, injury ~~or~~ emergency event;
- 149 | (b)– ~~Ability of applicant to cost share~~
- 150 | ~~(c)–~~ ___ Cost (usual and customary fees);
- 151 | ~~(d)–~~ (c) Amount of time elapsed since catastrophic event, illness ~~or~~, injury ~~or~~ emergency
 152 | event occurred; and
- 153 | (d) The Fund's appropriate promulgated rules.

154 | 125.5-2.– The ~~Case Manager~~case manager shall assess each individual case, prioritize and assist
 155 | with immediate needs. Priorities are as follows:

- 156 | (a) Life-threatening emergency requests;
- 157 | (b) Emergency medical travel; and
- 158 | (c) Other needs.

160 | Article VI.–125.6. Items Covered by the Fund

161 | 125.6-1.– Requests for assistance from the Fund ~~must~~shall be tied to or be a result of a
 162 | catastrophic event, illness ~~or~~, injury ~~or~~ emergency event. Upon verification of a catastrophic
 163 | event, illness ~~or~~, injury ~~or~~ emergency event, the Fund may be used for the following:

- 164 | (a) ~~Health insurance, including~~ COBRA Insurance Payments;
- 165 | (b) Prescriptions not available through an ~~HHS Clinic~~Indian Health Services clinic;
- 166 | (c) Medical transportation/emergency medical travel ~~(including vehicle repairs)~~;
- 167 | (d) ~~Rental of medical~~Medical-related equipment, supplies, or furniture;

- 168 (e) Medical bills (dental, optical, hospital) not covered by insurance;
- 169 (f) ~~Shelter and utilities~~ Mortgage payments and rent payments (including security
 170 deposits), where no other resources exist ~~(including security deposits)~~ in accordance with
 171 section 125.6-2;
- 172 ~~6-2. Requests~~ (g) Utility disconnections in accordance with section 125.6-3;
- 173 (h) Inpatient Treatment (with a limit of once per lifetime);
- 174 (i) Fire recovery/natural disaster assistance;
- 175 (j) Home renovations required for handicap accessibility;
- 176 (k) Family Medical Leave Act wage replacement;
- 177 (l) Waiting period for a Social Security Disability Determination rent and utility
 178 assistance;
- 179 (m) Appliance repair for essential appliances as defined in the rules which the Fund
 180 operator shall develop; and/or
- 181 (n) Travel expenses to arrange or attend a funeral for immediate family members outside
 182 the state where an applicant resides, in accordance with section 125.6-4.

183 125.6-2. Security deposit. The Fund shall only provide assistance for a security deposit ~~shall~~
 184 ~~be when it is tied to or be a result of,~~ catastrophic event, illness ~~or injury~~ and are or emergency
 185 event, on an emergency basis which shall include, but is not limited to, pending eviction and
 186 homelessness. Security deposit assistance is limited to Tribal members who are Wisconsin
 187 residents only.

- 188 (a) The ~~Tribal member~~ applicant shall demonstrate the ability to fulfill the terms of the
 189 rental lease. The ~~operators of the Fund~~ does shall not co-sign any lease.
- 190 (b) Security deposits are non-transferable and the amount paid for a security deposit shall
 191 be paid back to the Fund ~~Program~~ before another security deposit is issued at any time in
 192 the future.
- 193 (c) Only one (1) request per household ~~will~~ shall be considered; multiple consecutive
 194 requests may be made.
- 195 ~~(d) Security deposits shall be issued on an emergency basis which shall include, but is~~
 196 ~~not limited to, pending eviction and homelessness.~~

197 125.6-3. Requests for assistance Utilities. Assistance for the payment of utilities shall only
 198 be allowed once every ~~three (3)~~ two (2) years by the person listed as responsible to pay with the
 199 utility company. ~~Those who~~

200 125.6-4. Funeral expenses. An applicant may receive assistance ~~in paying their utilities~~
 201 ~~shall cost share those expenses by paying back fifty percent (50%) of the funds received within~~
 202 ~~four (4) months. If those funds are not reimbursed to the fund by the required date, the~~
 203 ~~Community Support Program may garnish the individual's per capita payments.~~

204 ~~6-4. Travel~~ with travel expenses, up to a maximum amount of five hundred dollars (\$500), to
 205 arrange or attend a funeral for immediate family members outside the ~~State of~~ state where an
 206 applicant resides shall be paid by the ~~the~~ applicant first, and ~~resides.~~ Unless the rules allow for
 207 direct payment to the travel provider by the Fund ~~shall reimburse those applicants for Operator,~~
 208 such assistance is required to be in the form of reimbursement, provided that ~~mileage or airfare~~
 209 expenses up to a maximum amount of five hundred dollars (\$500). ~~assistance shall always be in~~
 210 the form of reimbursement.

212 ~~Article VII~~ **125.7. Items not covered Covered by the Fund**

213 ~~125.7-1.~~ The Fund ~~does~~ **shall** not ~~be used to~~ cover payments that are not for a catastrophic event,
214 illness ~~or~~, injury ~~or emergency event~~ as defined above. The following is a list of items not
215 covered by the Fund; however, this is not an exhaustive list:–

- 216 (a)– ~~___~~ Car payments;
- 217 (b)– ~~___~~ Taxes;
- 218 (c)– ~~___~~ Credit card or ~~Charge~~ **charge** accounts;
- 219 (d)– ~~___~~ Commercial loans;
- 220 (e)– ~~___~~ Defaults, fines/bankruptcy charges;
- 221 (f)– ~~Expenses~~ not tied to basic needs (~~Cable~~ **cable**, internet, memberships, etc.);
- 222 (g)– ~~___~~ Legal fees, court costs/judgments;
- 223 (h) ~~Homeless lodging assistance;~~
- 224 (i) ~~Health membership fees;~~
- 225 (j) ~~Food and personal care items;~~
- 226 (k) ~~Stabilization rent assistance, and~~
- 227 (l) ~~Department of Corrections re-entry assistance.~~

228 ~~125.7-2.~~ ~~The Fund reserves the right to deny~~ **Benefits may be denied** or ~~limit~~
229 ~~benefits~~ **limited** if evidence is found regarding the applicant as to the following:

- 230 (a)– ~~___~~ The catastrophic event, illness ~~or~~, injury ~~or emergency event~~ is the result of a
231 violation of the law—as proven by a citation or criminal conviction;
- 232 (b)– ~~___~~ The applicant or others in the household benefiting from assistance from the Fund
233 are non-compliant with the requirements of other ~~local~~ **Nation** programs, policies or laws
234 (i.e. ~~Zoning, etc.~~); ~~and/or~~
- 235 (c)– ~~___~~ The applicant or others in the household benefiting from assistance from the Fund
236 are non-compliant with the requirements of the Fund.

237 ~~If the Fund chooses~~ **125.7-3. When a decision is made** to approve, deny, or limit benefits ~~under~~
238 ~~this section,~~ **the case manager shall provide** an explanation of the decision ~~shall be~~ in writing
239 ~~and provided~~ to the applicant with a copy placed in the ~~Fund's~~ **applicant's** file.

241 ~~Article VIII.~~ **125.8. Application Requirements**

242 ~~125.8-1.~~ To be considered for assistance and before receiving assistance the applicant ~~must~~ **shall**
243 complete the full application process. All applicants shall cooperate with the ~~Case Manager~~ **case**
244 ~~manager~~ **manager** to assist the ~~Case Manager~~ **case manager** in comprehensively addressing the needs of the
245 applicant. ~~(s). Every application shall contain a space for the applicant to identify a preferred~~
246 ~~method of contact. This shall be the primary contact method. Case managers shall follow up~~
247 ~~every contact with written correspondence, in order to make responses to the applicant in a~~
248 ~~timely manner so as to meet the applicant's needs.~~

249 ~~125.8-2.~~ ~~___~~ Supporting documentation ~~shall be~~ **is** required in all cases. The applicant is
250 responsible to provide all documentation requested by the ~~Case Manager.~~

- 251 ~~(a) case manager.~~ No assistance ~~shall~~ **may** be provided without sufficient documentation of ~~the:~~
- 252 (a) ~~The~~ catastrophic event ~~or~~, illness ~~or~~, injury ~~as requested by the Case Manager or~~
253 ~~emergency event;~~
- 254 (b) ~~No assistance shall be provided without sufficient documentation~~ (b) **Proof** that the
255 applicant sought assistance from other agencies with an explanation of benefits received
256 or refusal of assistance by the other agencies;

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- 257 (c) Enrollment in the Nation;
 258 (d) All household income the last thirty (30) business days immediately prior to the
 259 submission of the application; and
 260 (e) Status of employment which shall include the following as applicable:
 261 (1) Leave of absence paperwork;
 262 (2) Balance of personal and vacation time accumulation; and
 263 (3) Disability insurance or workmen’s compensation coverage.
- 264 125.8-3.– Documentation includes, but is not limited to:
 265 (a)– ___ Medical reports;
 266 (b)– ___ Bills or statements;
 267 (c)– ___ Estimates;
 268 (d)– ___ Letters;
 269 (e)– ___ Police or fire reports;
 270 (f)– ___ Obituary or formal notice of death;
 271 (g)– ___ Check stubs;
 272 (h)– ___ Pictures or photographs;
 273 (i)– Applications for assistance from other agencies; and/or
 274 (j)– Approval of assistance or denial of assistance letters from other agencies.
- 275 8-4. Verification of status of employment is required and includes the following documentation:
 276 (a)– Leave of absence paperwork
 277 (b)– Balance of personal and vacation time accumulation
 278 (c)– Disability insurance or workmen’s compensation coverage
 279 (d)– Check stubs
- 280 8-5.–125.8-4. Requests submitted without supporting documentation shall be kept on file for
 281 thirty (30) business days.
 282 (a)– ~~A~~ The case manager shall request for additional information by a Case Manager
 283 shall be ~~made~~ provided when an application contains insufficient information to make an
 284 informed decision.
 285 (b)– ___ Applicants may deliver, scan, fax, mail, or e-mail additional requested
 286 information.
 287 (c)– ___ Failure to submit the requested information within the thirty (30) business days
 288 will/shall result in closing the application file with no further action taken in regard to
 289 that application.
 290 (d)– ~~Applicant~~ Applicants shall be sent a notice that the file has been closed and reason(s)
 291 for the file being closed.
 292 (e)– ___ After the file is closed, the applicant shall start the application process over again
 293 in order to be considered for assistance from the Fund. However, no applicant may re-
 294 apply for the same catastrophic event, illness ~~or~~, injury or emergency event more than
 295 twice the limit stated within this law or the Fund’s rules.
- 296 8-6. Application 125.8-5. Applications for assistance shall be made within a reasonable time
 297 period, not to exceed thirty (30) business days of a catastrophic event or illness ~~or~~, injury or
 298 emergency event. Applications made after thirty (30) business days shall not be considered.
 299

300 **Article IX. 125.9. Decision and Appeal**

301 125.9-1. Initial Decision. The Fund Operator shall include in the Fund rules a timeline for
302 which an initial decision is required following the submission of a complete application. Such
303 timeline shall include available extensions for circumstances wherein the applicant has a
304 determination of award/coverage pending with another support/assistance resource.

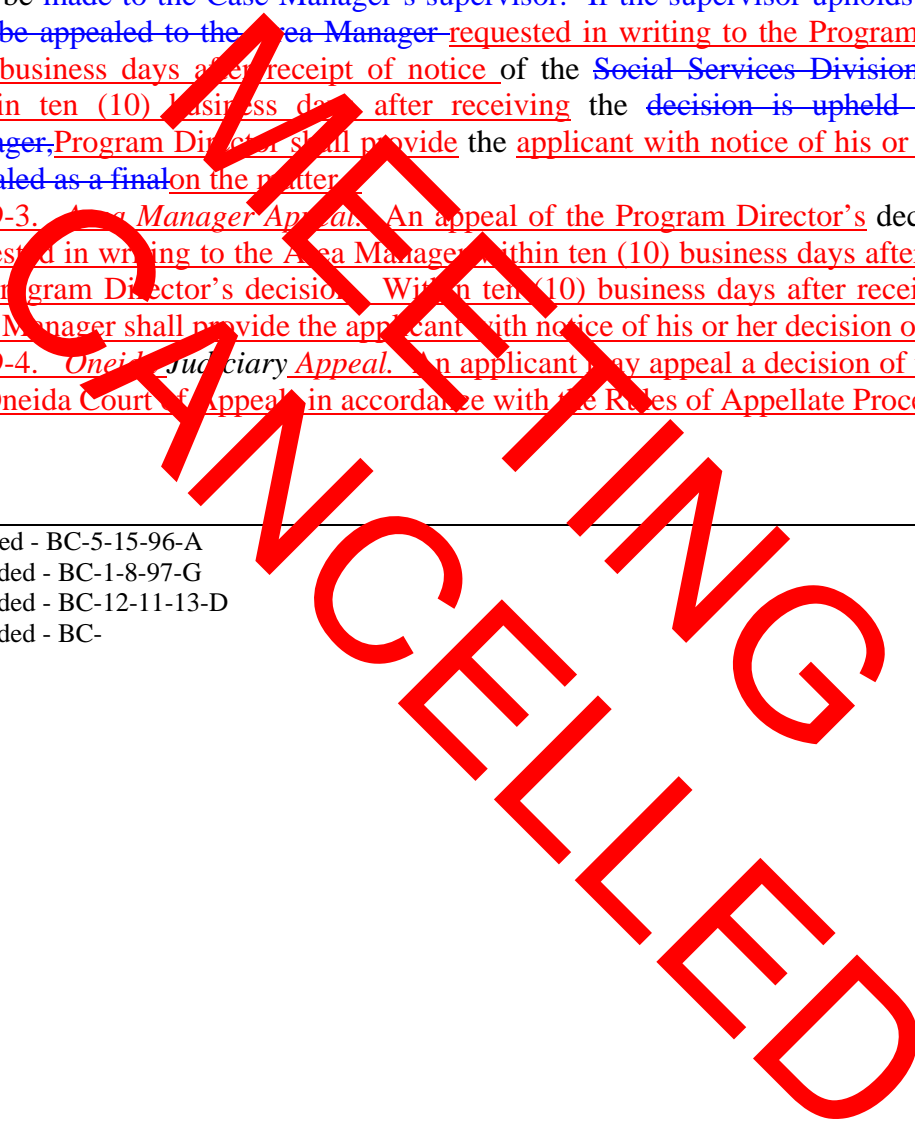
305 125.9-2. Program Director Appeal. An appeal of the ~~Case Manager's~~ case manager's decision
306 shall be ~~made to the Case Manager's supervisor.~~ ~~If the supervisor upholds the decision, it may~~
307 ~~then be appealed to the Area Manager~~ requested in writing to the Program Director within ten
308 (10) business days after receipt of notice of the Social Services Division. ~~If initial decision.~~
309 Within ten (10) business days after receiving the decision is upheld by appeal, the Area
310 Manager, Program Director shall provide the applicant with notice of his or her decision ~~may be~~
311 ~~appealed as a final~~ on the matter.

312 125.9-3. Area Manager Appeals. An appeal of the Program Director's decision ~~to the~~ shall be
313 requested in writing to the Area Manager within ten (10) business days after receipt of notice of
314 the Program Director's decision. Within ten (10) business days after receiving the appeal, the
315 Area Manager shall provide the applicant with notice of his or her decision on the matter.

316 125.9-4. Oneida Judiciary Appeal. An applicant may appeal a decision of the Area Manager to
317 the Oneida Court of Appeals in accordance with the Rules of Appellate Procedure.

318
319
320 *End.*

Adopted - BC-5-15-96-A
Amended - BC-1-8-97-G
Amended - BC-12-11-13-D
Amended - BC-



**Title 1. Government and Finances – Chapter 125
COMMUNITY SUPPORT FUND**

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It is helpful where our community lays

125.1. Purpose and Policy
 125.2. Adoption, Amendment, Repeal
 125.3. Definitions
 125.4. Responsibilities, Eligibility and Qualifications
 125.5. Priorities for Consideration

125.6. Items Covered by the Fund
 125.7. Items not Covered by the Fund
 125.8. Application Requirements
 125.9. Appeal

125.1. Purpose and Policy

125.1-1. *Purpose.* The purpose of this law is to assist the greatest number of members of the Oneida Nation who apply for assistance to the Fund in times of a catastrophic event, illness, injury or emergency event when no other resources for assistance exist.

125.1-2. *Policy.* It is the policy of the Oneida Nation to assist their people in a time of need after a catastrophic event, illness, injury or emergency event, when there is no other assistance available or all other assistance has been exhausted.

125.2. Adoption, Amendment, Repeal

125.2-1. This law was adopted by the Oneida Business Committee by resolution BC-5-15-96-A and amended by resolutions BC-01-08-97-G, BC-12-13-1 and BC-_____.

125.2-2. This law may be amended or repealed by the Oneida Business Committee and/or the Oneida General Tribal Council pursuant to the procedure set out in the Legislative Procedures Act.

125.2-3. 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.

125.2-4. 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.

125.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

125.3. Definitions

125.3-1. 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) “Applicant” means the subject of the application for assistance.
- (b) “Business days” means Monday through Friday 8:00 a.m. to 4:30 p.m., excluding Nation holidays.
- (c) “Case manager” means an employee responsible for administering Fund benefits.
- (d) “Catastrophic event” means a natural or man-made incident, which results in substantial damage or loss requiring major financial resources to repair or recover (i.e. house fire, tornado, flood, or other disaster).
- (e) “Catastrophic illness or injury” means a serious debilitating illness, injury, impairment, or physical or mental condition that involves:

- (1) In-patient care;
- (2) A period of continuing treatment due to a chronic serious health condition (such as chemotherapy/radiation, dialysis, daily/weekly therapy resulting from

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- 37 trauma, etc.);
- 38 (3) A period of illness or injury that is long-term due to a condition for which
- 39 treatment may be ineffective (stroke, terminal disease, etc.); or
- 40 (4) Multiple treatments either for restorative surgery after an accident or other
- 41 injury, or for a chronic condition. (i.e. cancer or kidney disease).
- 42 (f) “Emergency event” means a situation that poses an immediate risk to health, life,
- 43 safety, property or environment. Emergencies require urgent intervention to prevent
- 44 further illness, injury, death, or other worsening of the situation.
- 45 (g) “Emergency medical travel” means an unexpected serious health situation or
- 46 occurrence requiring the immediate presence of immediate family. (i.e., end of life
- 47 situation, life support, etc.)
- 48 (h) “Fund” means the Community Support Fund.
- 49 (i) “Immediate family” means that group of persons who make up a family unit normally
- 50 defined as husband, wife, children, sister, brother, in-laws, step family, grandparents and
- 51 grandchildren, and/or a person who has legal responsibility for the applicant.
- 52 (j) “Legal guardian” means a person who has the legal authority to care for the personal
- 53 and property interests of another person granted through Court order.
- 54 (k) “Legal responsibility” means specific duties imposed upon a person to care or provide
- 55 for another including liability for personal obligations as granted through a Power of
- 56 Attorney or Court order.
- 57 (l) “Major medical surgery” means a surgical procedure that carries a degree of risk to
- 58 the patient’s life, with the potential for severe disability if something goes wrong during
- 59 surgery. It is a surgical procedure that usually requires a patient to be put under general
- 60 anesthesia and given respiratory assistance because he or she cannot breathe
- 61 independently.
- 62 (m) “Nation” means the Oneida Nation.
- 63 (n) “Rule” means a set of requirements enacted in accordance with the Administrative
- 64 Rulemaking law.
- 65 (o) “Tribal” means the Oneida Nation.

67 **125.4. Responsibilities, Eligibility and Qualifications**

68 125.4-1. The Social Services Area of the Governmental Services Division shall be responsible

69 for operation of the Fund, but may designate the operation of the Fund to a department within its

70 control.

- 71 (a) The operators of the Fund shall promulgate rules, for the administration of the Fund
- 72 that are consistent with this law. The rules:
- 73 (1) shall include the list of categories the Fund covers and a cap that sets the
- 74 amount of assistance per event/ per household, except for funeral expenses which
- 75 shall be set per event/per person.
- 76 (2) may include additional items not listed in section 125.6, as long as the rule
- 77 does not conflict with this law.
- 78 (b) The Governmental Services Division Director shall report quarterly to the Oneida
- 79 Business Committee. The report shall include, but is not limited to, the amount of funds
- 80 paid out under each category.
- 81 (c) The Social Services Area or designee shall ensure that the Nation’s membership is

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82 informed of what assistance is available through the Fund, how to apply for assistance,
83 and who is eligible for assistance.

84 125.4-2. Eligibility for assistance provided under the Fund is reserved for enrolled members of
85 the Nation. Applications may be made by a non-member on the behalf of an enrolled member of
86 the Nation, provided the requested funds will benefit the member only and the non-member has
87 one (1) of the following relationships to the applicant:

- 88 (a) Is a parent of the applicant;
- 89 (b) Is the legal guardian of the applicant; or
- 90 (c) Has legal responsibility for the applicant.

91 125.4-3. Residency within the state of Wisconsin is not a prerequisite for assistance, except for
92 requests for a security deposit in accordance with section 125.6-2.

93 125.4-4. The Fund is a fund of last resort and provides assistance when there is no other
94 financial assistance available or all other assistance has been exhausted. Applicants shall first
95 seek other resources that can meet the needs of their request. Proof of requesting assistance
96 from other sources shall be provided with the application.

97 125.4-5. The following types of catastrophic events, illnesses or injuries qualify an applicant for
98 assistance:

- 99 (a) Terminally ill;
- 100 (b) Physically challenged or incapacitated;
- 101 (c) Major medical surgery;
- 102 (d) Life threatening (i.e. cancer, AIDS, stroke, disabling injuries due to motor vehicle
103 accident, etc.);
- 104 (e) Natural disaster (i.e. tornado, fire, flood, etc.); and
- 105 (f) Death in immediate family as identified in section 125.6-1(n).

106 125.4-6. Assistance may be denied or limited for applicants who have elected not to be covered
107 by employer benefits such as disability or health insurance.

108 125.4-7. Except as otherwise provided in section 125.6-4, all payments shall be provided
109 directly to the service provider.

110 125.4-8. Assistance available under the Fund is subject to change according to fiscal year
111 funding levels.

112 125.4-9. Oneida programs and enterprises are not eligible for these funds.

113

114 **125.5. Priorities for Consideration**

115 125.5-1. The case manager shall determine the level of assistance to be provided based on:

- 116 (a) Severity of event, illness, injury or emergency event;
- 117 (b) Cost (usual and customary fees);
- 118 (c) Amount of time elapsed since catastrophic event, illness, injury or emergency event
119 occurred; and
- 120 (d) The Fund's appropriate promulgated rules.

121 125.5-2. The case manager shall assess each individual case, prioritize and assist with
122 immediate needs. Priorities are as follows:

- 123 (a) Life-threatening emergency requests;
- 124 (b) Emergency medical travel; and
- 125 (c) Other needs.

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125.6. Items Covered by the Fund

125.6-1. Requests for assistance from the Fund shall be tied to or be a result of a catastrophic event, illness, injury or emergency event. Upon verification of a catastrophic event, illness, injury or emergency event, the Fund may be used for the following:

- (a) COBRA Insurance Payments;
- (b) Prescriptions not available through an Indian Health Services clinic;
- (c) Medical transportation/emergency medical travel including vehicle repairs;
- (d) Medical-related equipment, supplies, or furniture;
- (e) Medical bills (dental, optical, hospital) not covered by insurance;
- (f) Mortgage payment and rent payments (including security deposits), where no other resources exist in accordance with section 125.6-2;
- (g) Utility disconnection in accordance with section 125.6-3;
- (h) Inpatient Treatment (with a limit of once per lifetime);
- (i) Fire recovery/natural disaster assistance;
- (j) Home renovations required for handicap accessibility;
- (k) Family Medical Leave Act wage replacement;
- (l) Waiting period for a Social Security Disability Determination rent and utility assistance;
- (m) Appliance repair for essential appliances as defined in the rules which the Fund operator shall develop; and/or
- (n) Travel expenses to arrange or attend a funeral for immediate family members outside the state where an applicant resides, in accordance with section 125.6-4.

125.6-2. *Security deposit.* The Fund shall only provide assistance for a security deposit when it is tied to or a result of a catastrophic event, illness, injury or emergency event, on an emergency basis which shall include, but is not limited to, pending eviction and homelessness. Security deposit assistance is limited to Tribal members who are Wisconsin residents only.

- (a) The applicant shall demonstrate the ability to fulfill the terms of the rental lease. The operators of the Fund shall not co-sign any lease.
- (b) Security deposits are non-transferable and the amount paid for a security deposit shall be paid back to the Fund before another security deposit is issued at any time in the future.
- (c) Only one (1) request per household shall be considered; multiple consecutive requests may be made.

125.6-3. *Utilities.* Assistance for the payment of utilities shall only be allowed once every two (2) years by the person listed as responsible to pay with the utility company.

125.6-4. *Funeral expenses.* An applicant may receive assistance with travel expenses, up to a maximum amount of five hundred dollars (\$500), to arrange or attend a funeral for immediate family members outside the state where the applicant resides. Unless the rules allow for direct payment to the travel provider by the Fund Operator, such assistance is required to be in the form of reimbursement, provided that mileage assistance shall always be in the form of reimbursement.

125.7. Items not Covered by the Fund

125.7-1. The Fund shall not be used to cover payments that are not for a catastrophic event, illness, injury or emergency event as defined above. The following is a list of items not covered

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172 by the Fund; however, this is not an exhaustive list:

- 173 (a) Car payments;
- 174 (b) Taxes;
- 175 (c) Credit card or charge accounts;
- 176 (d) Commercial loans;
- 177 (e) Defaults/fines/bankruptcy charges;
- 178 (f) Expenses not tied to basic needs (cable, internet, memberships, etc.);
- 179 (g) Legal fees/court costs/judgments;
- 180 (h) Homeless lodging assistance;
- 181 (i) Health memberships;
- 182 (j) Food and personal care items;
- 183 (k) Stabilization rent assistance; and
- 184 (l) Department of Corrections re-entry assistance.

185 125.7-2. Benefits may be denied or limited if evidence is found regarding the applicant as to the
186 following:

- 187 (a) The catastrophic event, illness, injury or emergency event is the result of a violation
188 of the law as proven by a citation or criminal conviction;
- 189 (b) The applicant or others in the household benefiting from assistance from the Fund are
190 non-compliant with the requirements of other Nation programs, policies or laws; and/or
- 191 (c) The applicant or others in the household benefiting from assistance from the Fund are
192 non-compliant with the requirements of the Fund.

193 125.7-3. When a decision is made to approve, deny, or limit benefits, the case manager shall
194 provide an explanation of the decision in writing to the applicant with a copy placed in the
195 applicant's file.

197 **125.8. Application Requirement**

198 125.8-1. To be considered for assistance and before receiving assistance the applicant shall
199 complete the full application process. All applicants shall cooperate with the case manager to
200 assist the case manager in comprehensively addressing the needs of the applicant(s). Every
201 application shall contain a space for the applicant to identify a preferred method of contact. This
202 shall be the primary contact method. Case managers shall follow up every contact with written
203 correspondence, in order to make responses to the applicant in a timely manner so as to meet the
204 applicant's needs.

205 125.8-2. Supporting documentation is required in all cases. The applicant is responsible to
206 provide all documentation requested by the case manager. No assistance may be provided
207 without sufficient documentation of:

- 208 (a) The catastrophic event, illness, injury or emergency event;
- 209 (b) Proof that the applicant sought assistance from other agencies with an explanation of
210 benefits received or refusal of assistance by the other agencies;
- 211 (c) Enrollment in the Nation;
- 212 (d) All household income the last thirty (30) business days immediately prior to the
213 submission of the application; and
- 214 (e) Status of employment which shall include the following as applicable:
 - 215 (1) Leave of absence paperwork;
 - 216 (2) Balance of personal and vacation time accumulation; and

217 (3) Disability insurance or workmen’s compensation coverage.

218 125.8-3. Documentation includes, but is not limited to:

- 219 (a) Medical reports;
- 220 (b) Bills or statements;
- 221 (c) Estimates;
- 222 (d) Letters;
- 223 (e) Police or fire reports;
- 224 (f) Obituary or funeral notice of death;
- 225 (g) Check stubs;
- 226 (h) Pictures or photographs;
- 227 (i) Applications for assistance from other agencies; and/or
- 228 (j) Approval of assistance or denial of assistance letters from other agencies.

229 125.8-4. Requests submitted without supporting documentation shall be kept on file for thirty
230 (30) business days.

231 (a) The case manager shall request additional information be provided when an
232 application contains insufficient information to make an informed decision.

233 (b) Applicants may deliver, send, fax, mail, or e-mail additional requested information.

234 (c) Failure to submit the requested information within the thirty (30) business days shall
235 result in closing the application file with no further action taken in regard to that
236 application.

237 (d) Applicants shall be sent a notice that the file has been closed and reason(s) for the file
238 being closed.

239 (e) After the file is closed, the applicant shall start the application process over again in
240 order to be considered for assistance from the Fund. However, no applicant may re-apply
241 for the same catastrophic event, illness, injury or emergency event more than the limit
242 stated within this law or the Fund’s rules.

243 125.8-5. Applications for assistance shall be made within a reasonable time period, not to
244 exceed thirty (30) business days of a catastrophic event or illness, injury or emergency event.
245 Applications made after thirty (30) business days shall not be considered.

246

247 **125.9. Decision and Appeal**

248 125.9-1. *Initial Decision.* The Fund Operator shall include in the Fund rules a timeline for
249 which an initial decision is required following the submission of a complete application. Such
250 timeline shall include available extensions for circumstances wherein the applicant has a
251 determination of award/coverage pending with another support/assistance resource.

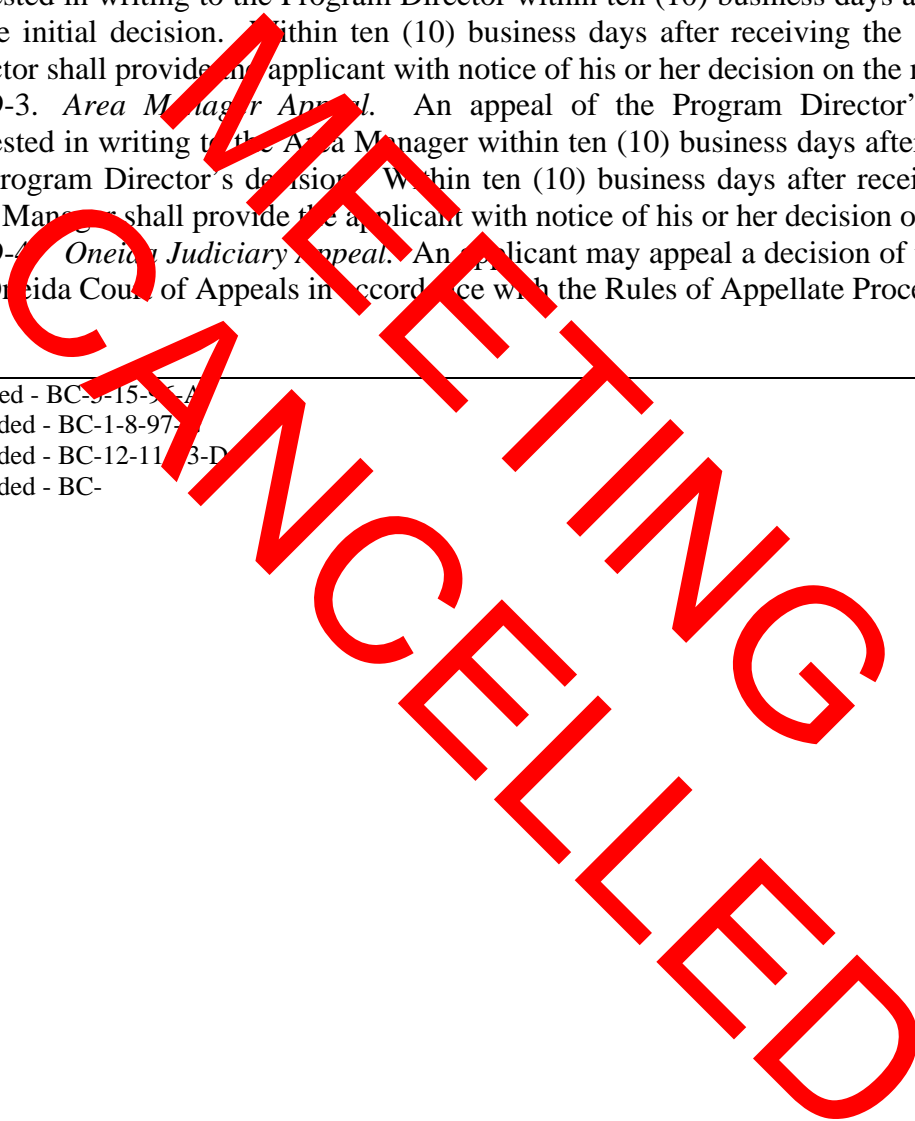
252 125.9-2. *Program Director Appeal.* An appeal of the case manager’s decision shall be
253 requested in writing to the Program Director within ten (10) business days after receipt of notice
254 of the initial decision. Within ten (10) business days after receiving the appeal, the Program
255 Director shall provide the applicant with notice of his or her decision on the matter.

256 125.9-3. *Area Manager Appeal.* An appeal of the Program Director’s decision shall be
257 requested in writing to the Area Manager within ten (10) business days after receipt of notice of
258 the Program Director’s decision. Within ten (10) business days after receiving the appeal, the
259 Area Manager shall provide the applicant with notice of his or her decision on the matter.

260 125.9-4. *Oneida Judiciary Appeal.* An applicant may appeal a decision of the Area Manager to
261 the Oneida Court of Appeals in accordance with the Rules of Appellate Procedure.

262
263 *End.*

Adopted - BC-9-15-95-A
Amended - BC-1-8-97-
Amended - BC-12-11-03-D
Amended - BC-



Handout

Finance



MEMORANDUM

DATE: December 19, 2016

FROM: Rose Skenandore, Project Manager

TO: Lesly Barton, Chief Financial Officer
Rainna Ninham-Lambertus, Assistant Chief Finance Officer

RE: **Financial Impact of Amendments to the Community Support Fund**

I. Background

Under consideration is a change to the existing policy concerning the Community Support Fund. Historically this funding was split into two separate programs; Catastrophic Fund and Community Support Fund. In 1996 the Community Support Program within the Governmental Services Division was delegated the responsibility to manage the funds as one Program. The Policy was first adopted by the Oneida Business Committee (OBC) Resolution 05-15-1996-A, amended by the OBC Resolution 01-08-1997-G, and BC 12-1-13-D. Public meetings were held October 29, 2015 and November 3, 2016.

The purpose of this law and the Community Support Fund is to assist the greatest number of members of the Oneida Nation who apply for assistance in a time of need after a qualified catastrophic event, illness, injury or emergency event, when there is no other assistance available or all other assistance has been exhausted.

As policies are amended, the Legislative Operating Committee (LOC) is treating them as laws. The Legislative Procedures Act requires that all legislation, except as exempted through an emergency law, include a fiscal impact statement.

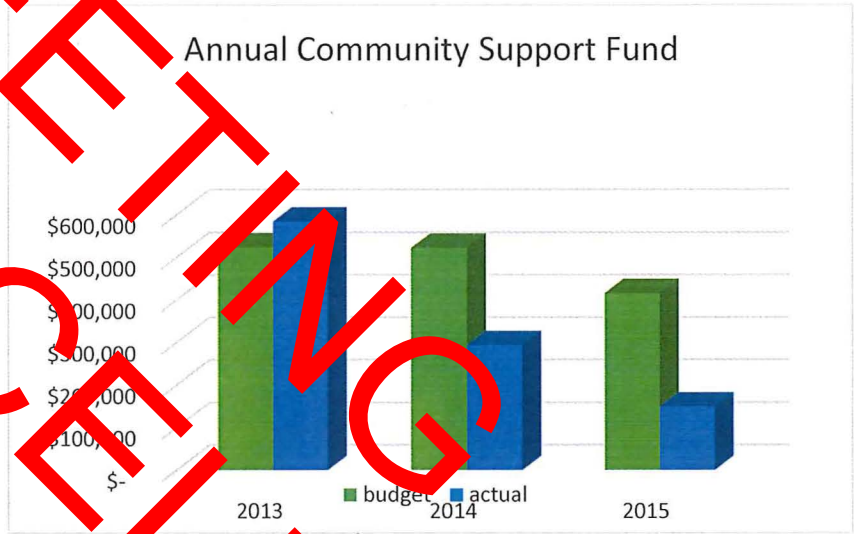
II. Executive Summary of Findings

A "Fiscal Impact Statement" means an estimate of the total fiscal year financial effects associated with legislation and includes startup costs, personnel, office, documentation costs, as

well as an estimate of the amount of time necessary for an agency to comply with the law after implementation. A fiscal impact statement identifies the estimated cost of approval of the legislation. Finance does NOT identify the source of funding for the estimated cost or allocate any funds to the legislation.

According to the Director of Community Economic Support, there are no additional startup, personnel, office, or documentation costs associated with the amendments. The amendments apply to eligibility, caps, cost sharing, and to the types of items covered. More detailed rules will be promulgated through the Administrative Rulemaking process, which also requires a fiscal analysis by the authorizing agency. The Community Support Fund budget to actual is reflected in the chart.

The proposed Amendments to the Policy provide the requirements and eligibility criteria for accessing the Program funds. The intent is to allow the existing funds to assist the greatest number of enrolled Oneida Nation members possible. Funds can be limited and prioritized based on the severity of the need. The fund is a "payer of last resort" and requires that all other financial assistance be exhausted prior to approval.



At this time, Community Economic Support does not anticipate any increase in their annual budget request. According to the Director of Community Economic Support, the funding and the program would cease serving clients if tribal contribution were depleted within the fiscal year. This coincides with the Law under 125.4-8 where it states that the assistance available under the Fund is subject to change according to fiscal year funding levels.

The estimated amount of time necessary for the agency to comply with the law and promulgate rules for the administration of the funds is 120 calendar days.

III. Financial Impact
No fiscal impact.

IV.Recommendation

The Finance Department does not make a recommendation in regards to course of action in this matter. Rather, it is the purpose of this report to disclose potential financial impact of an action, so that General Tribal Council has full information with which to render a decision.

CANCELLED

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.

2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor: Jennifer Falck, Director, Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Candice Skenandore, Legislative Analyst, Legislative Reference Office
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.





Oneida Nation
 Oneida Business Committee
 Legislative Operating Committee
 PO Box 365 • Oneida, WI 54115-0365
Oneida-nsn.gov



FY16 4th Quarter Report July 1, 2016- September 30, 2016 Legislative Operating Committee

Summary of Fourth Quarter Agenda Items:

Sponsor	New Laws	Amendments	Petitions/Bylaws
Brandon Stevens, LOC Chair	Election & Termination		Debraska: Per Capita
	Employment		
	Business Committee Meetings	Membership Ordinance (Emergency)	
		Conflict of Interest (Emergency)	
	Rules of Administrative Procedure		
Tehassi Hill, LOC Vice Chair		Election Law	
		Tobacco Ordinance	
Fawn Billie		Marriage Law	
David Jordan	Mortgage & Foreclosure	Garnishment	
	Landlord Tenant	Real Property	
	Nonprofit Incorporation	Back Pay	
	Community Support	Per Capita	
Jennifer Webster	Fitness for Duty	Vendor Licensing	
	Rules of Administrative Procedure		

Rules that were certified:

- Marriage Rule 1: Fee Schedule
- Marriage Rule 2: Fine Schedule

Administrative Items that didn't require sponsorship:

- Administrative Rulemaking templates
- Code of Laws reorganization
- LOC Priorities for remainder of 2014-2017 term
- FY17 Budget SOE
- Election Law-Campaign Finance. Law Office requested the LRO compile research on this issue
- FY16 Third Quarter Report
- Law Drafting SOP and Stylebook
- FY17 Continuing Resolution SOE

LOC Meeting Dates:

July 6, 2016
 July 20, 2016
 August 3, 2016
 August 17, 2016
 September 7, 2016- Cancelled
 September 21, 2016

Public Hearings Held:

Landlord Tenant: July 21, 2016
 Vendor Licensing: July 21, 2016
 Eviction & Termination: August 7, 2016
 Election Law Amendments: September 15, 2016

Employment Law Community Meetings:

August 1, 2016
 August 18, 2016
 September 7, 2016
 September 29, 2016

A Kalihwisaks article regarding the Employment Law was published in the September 15, 2016 issue.

2014-2017 Active Files List as of October 3, 2016:

- 48 open legislative items
- 29 completed items
- 1 item denied by LOC
- 11 outstanding administrative items
- 12 completed administrative items
- 2 rules completed

Legislative Reference Office Activities:

- Two Drafting Attorneys were hired in September. The LRO Director worked with the Law Office's Chief Counsel to redistribute work from Law Office Attorneys to the newly hired LRO attorneys.
- The LRO staff completed strategic planning efforts.
- LRO staff attended several trainings including; website training, Using EAO in Supervision, Interview Certification Training, Tame Your Reptile Brain, Investigation Training, Emotional Intelligence, and Jurisdiction Training.
- LRO staff is working on a definitions standards project, in an effort to streamline and standardize terms that are commonly used in our laws.
- An SOP for drafting laws was completed, along with a stylebook. These tools are designed to assist the attorneys in drafting law.

First Quarter Plans:

- Send to following items to the OBC for adoption:
 1. Eviction & Termination
 2. Landlord Tenant
 3. Leasing
 4. Back Pay
 5. Vendor Licensing
- The LOC will begin holding LOC prep meetings prior to LOC meetings to better prepare.
- LOC members will also start holding quarterly update meetings, in which LRO staff will meet with each LOC member to review their sponsored items.
- The LOC held an Employment Law Community Meeting on October 19, 2016
- The LOC will approve a Post-Adoption SOP for the LRO.
- The LRO will continue its jurisdiction training efforts by touring the reservation.
- The LRO will fill two vacant Legislative Analyst positions.
- Upcoming public meetings:
 - **December 1, 2016:** Oneida Nation Seal & Flag, Real Property Amendments
 - **December 15, 2016:** Budget Management & Control Law, Hunting/Fishing/Trapping Law Amendments, Tobacco Law Amendments, Per Capita Amendments
 - **December 29, 2016:** OBC Meetings Law

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.
2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor: Jennifer Falck, Director, Legislative Reference Office
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Candice Skenandore, Legislative Analyst, Legislative Reference Office
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Business Committee Agenda Request

6. Cover Memo:

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

The purpose of this request is to ask the OBC to accept the attached December 7, 2016 LOC meeting minutes.

In accordance with the LOC Bylaws, all minutes shall be submitted to the Tribal Secretary's Office within 30 calendar days after approval by the LOC [See LOC Bylaws, 4-2(a)]

Action Requested:

Accept the LOC meeting minutes of December 7, 2016.

CANCELLED

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



LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES

Business Committee Conference Room-2nd Floor Norbert Hill Center

December 7, 2016 9:00 a.m.

Present: Brandon Stevens, Tehassi Hill, Jennifer Webster, David P. Jordan, Fawn Billie

Others Present: Jennifer Falck, Clorissa Santiago, Tani Thurner, Maureen Perkins, Krystal John, Jo Anne House, Rae Skenandore, Nancy Barton, Mike Debraska, Brad Graham, Bill Graham, and Tammy Skenandore

I. Call to Order and Approval of the Agenda

Brandon Stevens called the December 7, 2016 Legislative Operating Committee meeting to order at 9:00 a.m.

Motion by Tehassi Hill to adopt the agenda; seconded by Fawn Billie. Motion carried unanimously.

II. Minutes to be approved

1. November 16, 2016 LOC Meeting Minutes

Motion by Jennifer Webster to approve the November 16, 2016 LOC meeting minutes; seconded by David P. Jordan. Motion carried unanimously.

III. Current Business

1. Conflict of Interest Amendments

Motion by Jennifer Webster to approve the Conflict of Interest Amendments public meeting packet with the definition changes, and direct the LRO to hold a public meeting on January 3, 2017; seconded by Tehassi Hill. Motion carried unanimously.

2. Community Support Fund Amendments

Motion by David P. Jordan to approve the Community Support Fund Amendments public meeting memo and direct the LRO to prepare an updated analysis and an adoption packet incorporating the LOC's revisions for Oneida Business Committee adoption; seconded by Jennifer Webster. Motion carried unanimously.

IV. New Submissions

1. Police Commission New Laws Consideration

Motion by Jennifer Webster to add Tribal Criminal Code to the Active Files list as a low priority with Brandon Stevens as the sponsor, add Tribal Traffic Code to the Active Files list as a low priority with Tehassi Hill as the sponsor, and add Tribal Public Peace Law to the Active Files list with Jennifer Webster and Fawn Billie as co-sponsors; seconded by Fawn Billie. Motion carried unanimously.

V. Additions

Legislative Operating Committee Meeting Minutes of December 7, 2016

Page 1 of 2

A good mind. A good heart. A strong fire.

VI. Administrative Updates**1. LOC 4th Quarterly Report**

Motion by Jennifer Webster to accept the LOC FY16 4th Quarter Report and forward to the Oneida Business Committee for approval; seconded by David P. Jordan. Motion carried unanimously.

2. Legislative Analysis SOP

Motion by Tihassi Hill to accept as information the Legislative Analysis SOP; seconded by David P. Jordan. Motion carried unanimously.

3. Rulemaking Guidebook

Motion by Tihassi Hill to accept as information the Rulemaking Guidebook; seconded by David P. Jordan. Motion carried unanimously.

VII. Executive Session**VIII. Recess/Adjourn**

Motion by David P. Jordan to adjourn the December 7, 2016 Legislative Operating Committee meeting at 10:43 a.m.; seconded by Fawn Billie. Motion carried unanimously.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information Only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.

2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Inbudgeted

5. Submission

Authorized Sponsor / Liaison:

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.



A good mind. A good heart. A strong fire.

FINANCE COMMITTEE

4th Quarter Report
(July to September 2016)

■ PURPOSE

The Finance Committee is responsible for recommending financial policies, and budgets that support the mission values and strategic goals of the organization. The FC's role is to review the organization's financial performance against its goals and recommends policies, long-range financial plans, and sustainability strategies to ensure the continued financial health of the Oneida Tribe.

■ WHO WE SERVE

The Finance Committee (FC) works with all departments within the organization to ensure all expenditures of any substantial amounts are procured in the most cost effective manner through the established Purchasing Process Manual. The FC also serves Oneida Community groups, Oneida charitable organizations, and Oneida tribal members through the Finance Committee Donation Policy and the Community Fund.

■ FC MEMBERS

The Finance Committee members include 3 BC members including the Treasurer who chairs the Finance Committee meetings, the Chief Financial Officer who acts as the Vice Chair; one member from Executive Management, one member from Program Management; and one Community Elder Member. Current members are as follows:

Patricia King, Treasurer/FC Chair	Larry Burton, CEO/FC Vice-Chair
David Jordan, BC Council Member	Jennifer Webster, BC Council Member
Patrick Stensloff, Purchasing Director	Louise Cornelius, Gaming GM
Wesley Martin, Jr., Community Elder member	

FC Alternate members: Fawn Billie, BC Council Member, Chad Fuss, Gam AGM & Terry Cornelius, CFA

■ MEETINGS

The Finance Committee met six times in the Fourth Quarter on: July 5th; July 18th; Aug. 1st; Aug 15th; Sept. 6th; and Sept. 19th. The six combined meeting run times averaged 2 hour and 39 minutes. The FC Community Elder member attended six meetings and was paid a stipend of \$300 total in this quarter.

■ GOALS

For FY2016, the Finance Committee specifically identified the following three goals they hoped to address: **1) Development of a Budget Management & Control Act** – The FC began meeting at the end of Q3 through Q4 on a bi-weekly basis as a team and with assistance from Finance, LOC and Law Office personnel to work on this Act. After many drafts the final draft has been sent to LOC for review. (See Attached)

2) Provide Charitable Giving to Oneida Area Groups – See FC Donations for activities and totals

3) Provide Oneida Community Giving – See FC Community Fund for activities and totals

FC ACTIVITIES SUMMARY

▪ **ORGANIZATIONAL REQUESTS**

In Q4 the FC reviewed/approved seventy-one (71) Departmental requests for: supplies, Capital Expenditure items, CIP projects, Purchase Order increases, and/or other contracted services for a total amount approved of \$79,881,725.96. This amount includes a number of requests for Blanket PO's for FY17. The FC also reviewed seventeen (17) requests from the various departments. The requests consisted of lease games, internal FC processes, follow-up items, and reports.

▪ **INVESTMENT UPDATES**

For 9/30/16....our managers as a group earned 5.66% return for the calendar year to date. This compares favorably to the blended benchmark return of 5.5%. For the full period of fiscal year 2016, our managers trailed the benchmark index. We earned 7.49%, compared to 9.28% for the benchmark index. As of 9/30/16 we had just under \$78.9 million under management, following withdrawals to complete the FY2015 per Capita Payment.

▪ **FC DONATIONS**

In Q4 there were 5 Donation Requests approved from: two Oneida Community groups; an area homeless shelter; assistance to the Oneida River Tribe; and the National Indian Education Association. The total provided in Q4 was \$7,121,27. As per the Finance Committee Donation Policy the requests approved represent the following categories: 1) Oneida Community Causes; 2) Local Groups (charitable); and 3) National Groups (Indian Affiliated).

For all of FY2016, seventeen (17) Donation requests were approved in the amount of \$36,500 in Donations. The allocated amount for FY2016 in the FC Donation line was \$44,000.

▪ **COMMUNITY FUND**

In Q4 Quarter the Finance Committee met on July 5th; Aug 1st; and Sept 8th to review Community Fund requests for products and funding. In this quarter the FC also reviewed and amended the CF SOP's in order to clarify the purpose of the fund as well as specifically identify what types of requests are excluded. The FC also lowered the maximum amount individuals and groups can request in order to accommodate more requests.

In Q4, four (4) Coca-Cola Product Requests were reviewed and approved for a total of 91 Cases of Product. The requests were for Oneida Community Public Events and Oneida Fundraising Events. The FC also reviewed forty (40) requests for funds: 26 requests were approved for a total amount of \$7,281.68. Fourteen (14) requests were denied as they were for personal items and travel requests, both not part of the criteria for the CF. The approved requests consisted of 18 requests for Youth self-development for participation in various summer camps and sporting events; 6 requests for Adult self-development for sports competition fees; and 2 requests were for Community Events. The Q4 Community Fund balance sheet that is attached provides specific details.

For all of FY 2016 there were 21 approved requests for product totaling 437 Cases; and 114 approved funding requests totaling \$34,942.08. The allocated amount for FY2016 in the Community Fund was \$50,000.

* Specific actions of all requests/activities by the Finance Committee can be found in the minutes that are submitted to the OBC at each of their regularly scheduled meetings.

Title 1. Government and Finances – Chapter 121
BUDGET MANAGEMENT AND CONTROL

Twahwistatye>ntha>

We have a certain amount of money

6	121.1.	Purpose and Policy	12	121.7.	Appropriation of the Nation’s Funds
7	121.2.	Adoption, Amendment, Repeal	13	121.8.	Budget Authority
8	121.3.	Definitions	14	121.9.	Budget Transfers; Amendments
9	121.4.	Strategic Planning	15	121.10.	Reporting
10	121.5.	Budget Process	16	121.11.	Authorizations and Signatures
11	121.6.	Capital Improvements	17	121.12.	Enforcement and Penalties
			18		

121.1. Purpose and Policy

121.1-1. *Purpose.* The purpose of this law is to set forth the requirements to be followed by the Oneida Business Committee and Oneida entities when preparing the budget to be presented to the General Tribal Council for approval and to establish a triennial strategy planning process for the Nation’s budget.

121.1-2. *Policy.* It is the policy of the Nation to rely on value based budgeting strategies, identifying proper authorities and ensuring compliance and enforcement.

121.2. Adoption, Amendment, Repeal

121.2-1. This law was adopted by the Oneida Business Committee by Resolution _____.

121.2-2. This law may be amended or repealed by the Oneida Business Committee pursuant to the procedures set out in the Legislative Procedures Act.

121.2-3. 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.

121.2-4. 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.

121.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

121.3. Definitions

121.3-1. This section shall govern the definition of words and phrases used within this Law. All words not defined herein shall be used in their ordinary and everyday sense.

(a) “Appropriation” means the legislative act of designating funds for a specific purpose in accordance with the provisions contained in this law.

(b) “Fund Unit” means any board, committee, commission, service program, enterprise, department, office, or any other division or non-division of the Nation which receives an appropriation approved by the Nation.

(c) “Capital Expenditure” means:
(1) Any item with a cost of five thousand dollars (\$5,000.00) or more and an estimated life of one (1) year or more; or
(2) Items purchased together where none of the items individually costs more than two thousand dollars (\$2,000.00), but the total purchase price for all of the items is ten thousand dollars (\$10,000.00) or more.

(d) “Capital Improvement” means non-recurring expenditures or any expenditure for physical improvements, including costs for: acquisition of existing buildings, land, or

56 interests in land; construction of new buildings or other structures, including additions
57 and major alterations; acquisition of fixed equipment; landscaping; and similar
58 expenditures with a cost of five thousand dollars (\$5,000.00) or more and an estimated
59 life of one (1) year or more.

60 (e) "CFO" means the Nation's Chief Financial Officer.

61 (f) "Debt" means the secured or unsecured obligations owed by the Nation.

62 (g) "Economic Life" means the length of time an asset is expected to be useful.

63 (h) "Executive Manager" means any one of the following positions within the Nation:
64 Gaming General Manager, Chief Legal Counsel and/or Chief Financial Officer.

65 (i) "Expenditure Report" means a financial report which includes, but is not limited to, a
66 statement of cash flows, revenues, costs and expenses, assets, liabilities and a statement
67 of financial position.

68 (j) "Fiscal Year" means the one (1) year period each year from October 1st to the
69 September 30th.

70 (k) "General Reserve Fund" means the Nation's main operating fund which is used to
71 account for all financial resources not accounted for in other funds.

72 (l) "GTC Allocations" means expenditures directed by the General Tribal Council as
73 required payments and/or benefits to the Nation's membership and are supported by
74 either a General Tribal Council or Oneida Business Committee resolution.

75 (m) "Line Item" means the specific account within a fund unit's budget or category that
76 expenditures are charged to.

77 (n) "Manager" means the person in charge of directing, controlling and administering the
78 activities of a fund unit.

79 (o) "Permanent Executive Contingency" means an account within the ownership
80 investment report to be used to prevent default or debt and to sustain operations during
81 times of extreme financial distress.

82 (p) "Nation" means the Oneida Nation.

83 (q) "Treasurer" means the elected Oneida Nation Treasurer or his or her designee.

84 121.4. Strategic Planning

85 121.4-1. *Triennial Strategic Plan.* Prior to December 1st of each year, the Oneida Business
86 Committee, in consultation with the Executive Managers, shall develop a triennial strategic plan
87 which includes, but is not limited to:
88

89 (a) Major policy and budgetary goals for the Nation, both long and short term;

90 (b) Specific strategies and planned actions for achieving each goal and

91 (c) Performance targets and indicators to track progress which, to the extent available,
92 includes, but is not limited to:

93 (1) Statistics and trending data for, at a minimum, the last three (3) complete
94 fiscal years; and

95 (2) Performance targets for, at a minimum, the next three (3) complete fiscal
96 years moving forward.

97 121.4-2. *Oneida Entities' Contributions to the Triennial Strategic Plan.* Managers shall
98 annually develop, submit and maintain a triennial strategic plan for the fund unit's operations
99 which aligns with the triennial strategic plan established by the Oneida Business Committee
100 pursuant to 121.4-1. Manager shall submit the fund unit's triennial strategic plan to the CFO
101 when the fund unit's budget is due and, at a minimum, shall include the following in the plan:

- 102 (a) A statement of the fund unit's mission;
- 103 (b) Specific goals including a description of the fund unit's strategies as part of its service
- 104 group provided in 121.5-3(c) which aligns with the goals established in the Nation's
- 105 triennial strategic plan;
- 106 (c) Specific strategies for achieving each of the fund unit's goals; and
- 107 (d) Performance targets and indicators to track progress which, to the extent available,
- 108 includes, but is not limited to:

- 109 (1) Statistics and trending data for, at a minimum, the last three (3) complete
- 110 fiscal year and
- 111 (2) Performance targets for, at a minimum, the next three (3) complete fiscal
- 112 year moving forward.

113 121.4-3. *Budget Contingency Plan*. The Oneida Business Committee shall work with the CFO,

114 executive managers and managers to create a budget contingency plan which provides a strategy

115 for the Nation to respond to extreme financial distress that could negatively impact the Nation.

116 The Oneida Business Committee shall approve, by resolution, the budget contingency plan and

117 any amendments thereto. The Oneida Business Committee is responsible for the implementation

118 of the budget contingency plan, provided that such implementation is predicated on the Oneida

119 Business Committee's determination that the Nation is under extreme financial distress. For the

120 purposes of this section, extreme financial distress includes, but is not limited to, natural or

121 human-made disasters, United States Government shutdown, Tribal shutdown (which occurs

122 when the General Tribal Council has not approved a budget for the Nation prior to the beginning

123 of a new fiscal year) and economic downturns.

124 (a) *Cost Savings Tools*. As part of the budget contingency plan, the Oneida Business

125 Committee may require stabilization funds, reductions of expenditures, furloughs and

126 other cost saving tools provided the such tools are in compliance with the Nation's laws,

127 specifically the Employment code.

128 (b) *Business Continuity Funds*. The Oneida Business Committee shall maintain a prudent

129 level of business continuity funds to prevent default on debt and to sustain operations as

130 part of the budget contingency plan. The Treasurer, in consultation with the CFO, shall

131 establish, and the Oneida Business Committee shall approve, the level of business

132 continuity funds required. The Treasurer shall set aside business continuity funds in the

133 Permanent Executive Contingency until a prudent level has been achieved. Funds in the

134 Permanent Executive Contingency may only be used for the following purposes and only

135 to the extent that alternative funding sources are unavailable:

- 136 (1) Payments to notes payable to debt service, both principal and interest, and
- 137 applicable service fees;
- 138 (2) Employee payroll, including all applicable taxes;
- 139 (3) Payments to vendors for gaming and retail;
- 140 (4) Payments to vendors for governmental operations;
- 141 (5) Payments to any other debt; and
- 142 (6) To sustain any of the Nation's other operations during implementation of the
- 143 budget contingency plan.

144

145 **121.5. Budget Process**

146 121.5-1. *General*. All revenues and expenditures of the Nation shall be in accordance with the

147 annual budget adopted by the General Tribal Council. In creating the budget to present to the

148 General Tribal Council for consideration, the Oneida Business Committee, executive managers
149 and managers shall follow the processes provided in this law. The Oneida Business Committee
150 may alter the deadlines provided in this law only upon a showing of good cause, provided that,
151 the Oneida Business Committee shall approve any such alterations by resolution.

152 121.5-2. *Community Input Budget Meeting(s)*. The Treasurer's office shall schedule, at a
153 minimum, one (1) community input budget meeting(s) prior to December 1st of each year. At the
154 community budget input meeting(s), the Treasurer shall afford community members an
155 opportunity to provide input as to what should be included in the upcoming fiscal year budget.
156 Any fund units that plan to request forecast variations for the upcoming budget shall present the
157 need and anticipated dollar amount of the requested forecast variation. For the purposes of this
158 section, a forecast variation is a fund unit's requested deviation from the performance targets the
159 fund unit submitted pursuant to 121.4-2(d)(2).

160 (a) The Treasurer shall ensure the community budget input meeting(s) are voice recorded
161 and transcribed.

162 (b) The CFO shall provide recommendations as to any forecast variations requested by
163 fund units.

164 (c) The CFO and any relevant managers shall provide responses and/or recommendations
165 to all comments and considerations presented by community members.

166 (d) The Treasurer shall work with the CFO to place a community budget input meeting
167 packet on the Oneida Business Committee agenda no later than the last Oneida Business
168 Committee Meeting in January. At a minimum, the packet is required to include:

169 (1) The community budget input meeting transcript(s);

170 (2) Any applicable fund unit's requested forecast variations; and

171 (3) Responses and/or recommendations by the CFO and any relevant managers
172 regarding requests for forecast variations and community members' comments
173 and considerations related to forecast variations.

174 121.5-3. *Priority List Established by the Oneida Business Committee*. The Oneida Business
175 Committee shall review the community budget input meeting packet and shall hold work
176 meetings to create a priority list.

177 (a) The Oneida Business Committee shall establish the priority list by placing the
178 following services provided by the Nation in chronological order with the lowest number
179 having the highest priority. The order of the following service groups provided below
180 has no relation to the service groups' anticipated and/or required placement within the
181 Oneida Business Committee's priority list; the Oneida Business Committee's priority list
182 may vary from year to year based on the needs of the Nation.

183 (1) Protection and Preservation of Natural Resources

184 (2) Protection and Preservation of Culture and Language

185 (3) Education and Literacy

186 (4) Health Care

187 (5) Economic Enterprises

188 (6) Building and Property Maintenance

189 (7) Human Services

190 (8) Public Safety

191 (9) Housing

192 (10) Utilities, Wells, Wastewater and Septic

193 (11) Planning, Zoning and Development

- 194 (12) Membership Administration
- 195 (13) Government Administration
- 196 (b) The Oneida Business Committee shall approve the priority list by resolution no later
- 197 than the last meeting in February.
- 198 (c) The CFO shall maintain a list which places each fund unit into a corresponding
- 199 service group.

200 121.5-4. *Annual Proposed Budgets.* The CFO shall develop the necessary guidelines, including
 201 specific deadlines, to be followed by the managers that have budget responsibility in preparing
 202 and submitting proposed budgets. Upon review of the Nation’s economic state, the CFO shall
 203 include in the guidelines the exact amount that each service group’s cumulative budget is
 204 required to be increase/decreased in accordance with its placement on the priority list. The
 205 CFO shall submit the guidelines, as approved by the Treasurer, to the Oneida Business
 206 Committee for review in accordance with the deadline as set by the Oneida Business Committee.
 207 The Oneida Business Committee may revise the guidelines as it deems necessary and shall
 208 approve a set of budgetary guidelines within thirty (30) calendar days of the date the budgetary
 209 guidelines proposed by the CFO were received.

210 (a) In accordance with the approved budgetary guidelines, fund units offering like
 211 services shall meet together to review each fund unit’s budget and discuss strategies for
 212 attaining compliance with the approved budgetary guidelines. Each service group shall
 213 submit one (1) draft budget which contains each fund unit’s individual proposed budget
 214 and demonstrates cumulative compliance with the approved budgetary guidelines.

215 (b) The CFO shall receive and review the proposed budgets and shall compile the
 216 proposed budgets into the Nation’s draft budget which the CFO shall present to the
 217 Oneida Business Committee no later than the last Oneida Business Committee meeting in
 218 May. The CFO may not alter any proposed budgets until such budgets have been
 219 reviewed by the Oneida Business Committee.

220 (1) The CFO shall return any service group’s draft budget that is in non-
 221 compliance with the approved budgetary guidelines within ten (10) business days
 222 of the date the budget was submitted to the CFO.

223 (2) Upon return, the CFO shall notice the service group of the amount of its non-
 224 compliance and provide the service group with a deadline for a compliant
 225 resubmission.

226 (3) Any service group’s budget that remains in non-compliance upon the
 227 expiration of the deadline provided by the CFO shall be included in the draft
 228 budget submitted to the Oneida Business Committee noting the dollar amount of the service
 229 group’s non-compliance. A service group’s continued non-compliance may result
 230 in employee discipline according to the Nation’s employment law and rules.

231 121.5-5. *Content of Budget.* The CFO shall present the Nation’s draft budget to the Oneida
 232 Business Committee for review each year to ensure that it is consistent with the Nation’s
 233 spending priorities and budget strategy. The Nation’s draft budget shall include, but is not
 234 limited to:

- 235 (a) Estimated revenues to be received from all sources for the year which the budget
- 236 covers;
- 237 (b) The individual budgets of each fund unit;
- 238 (c) A description of each line item within each fund unit’s budget;
- 239 (d) The estimated expenditures by each fund unit; and

240 (e) Each fund unit's strategic plan showing alignment with the Nation's goals.
241 121.5-6. *Review of Draft Budget.* In the month of May, the CFO shall meet with the Oneida
242 Business Committee to review the draft budget and provide any recommendations for
243 modifications.

244 (1) Following the Oneida Business Committee's review of the draft budget with the
245 CFO, the Oneida Business Committee shall schedule meetings with managers of each
246 fund unit for which the Oneida Business Committee is considering altering the fund
247 unit's proposed budget.

248 (2) The Oneida Business Committee shall complete all meetings with fund unit managers
249 required by this section by the end of June each year.

250 121.5-7. *Final Draft Budget.* The Oneida Business Committee shall work with fund unit
251 managers and the CFO to compile a final draft budget to be presented to the General Tribal
252 Council. The Oneida Business Committee shall approve, by resolution, the final draft budget to
253 be presented to the General Tribal Council by the end of July each year.

254 121.5-8. *Community Meetings.* Once the Oneida Business Committee has approved the final
255 draft budget, the Treasurer shall hold, as a maximum, two (2) community informational meetings
256 to present the contents of the final draft budget that will be presented to the General Tribal
257 Council.

258 121.5-9. *Budget Adoption.* The Oneida Business Committee shall present the budget to the
259 General Tribal Council with a request for adoption by resolution no later than September 30th of
260 each year. In the event that the General Tribal Council does not adopt a budget by September
261 30th, the Oneida Business Committee may adopt a continuing budget resolution(s) until such
262 time as a budget is adopted.

263 **121.6. Capital Improvements.**

264 121.6-1. *Capital Improvement Plan for Government Services.* The Oneida Business Committee
265 shall develop and the General Tribal Council shall approve a capital improvement plan for
266 government services and shall reassess the plan once every five (5) years. The capital
267 improvement plan for government services shall cover a period of five (5) to ten (10) years and
268 shall include any risks and liabilities. The Oneida Business Committee shall provide a status
269 report and recommendation for any improvements that have not been completed at the time of
270 the reassessment.

271 121.6-2. *Capital Improvement Plan for Enterprises.* Capital improvement plans for enterprises
272 may be brought forward as needed in accordance with the capital improvement rules which the
273 Community Development Planning Committee and the Development Division shall jointly
274 create, provided that the Oneida Business Committee shall approve all such plans.

275 121.6-3. *Capital Improvement Plan Implementation.* Capital Improvement plans shall be
276 implemented, contingent on available funding capacity, using the capital improvement rules
277 which the Community Development Planning Committee and the Development Division shall
278 jointly create.

279

280 **121.7. Appropriation of the Nation's Funds**

281 121.7-1. *Unexpended Capital Improvement Funds.* Unless the entity qualifies for an exception
282 as provided in the capital improvement rules, which the Community Development Planning
283 Committee and the Development Division shall jointly create, unexpended capital improvement
284

285 funds carry over to the next fiscal year's budget, provided that such funds are required to remain
286 appropriated for the same purpose as originally budgeted.

287 121.7-2. *Unexpended Capital Expenditure Funds.* The CFO shall ensure that all unexpended
288 capital expenditure funds are reallocated to the fiscal year budget two (2) years out from the
289 fiscal year in which the funds were unexpended. Such unexpended funds shall be re-allocated in
290 accordance with the Oneida Business Committee's priority list under 121.5-3 using the regular
291 budget process under 121.5.

292

293 **121.8. Budget Authority**

294 121.8-1. *Authority to Expend Funds.* Authority to expend appropriated funds is delegated to
295 the CFO, who shall make such expenditures in accordance with the adopted budget. This
296 authority is necessarily delegated to other officers and department managers of the Tribe who
297 manage the budgets, pursuant to their job descriptions based on the procurement manual rules
298 developed by the Purchasing Department.

299 121.8-2. *Exhaustion of Non-Tribal Funds.* When grant funds provide for forward funding as
300 applicable to a function for which Tribal funds have also been appropriated, those grant funds
301 shall be used before appropriated Tribal funds unless the Tribal funds are needed to make up an
302 otherwise shortfall in the overall business unit budget or there is a restriction on the grant funds
303 that provide otherwise.

304 121.8-3. In addition to the authority and responsibilities provided elsewhere in this Law, the
305 following positions and agencies shall have the authority and responsibilities as outlined below:

306 (a) *Oneida Business Committee.* Once the Nation's annual budget is adopted, the
307 authority of the Oneida Business Committee is limited to budget oversight except as
308 otherwise provided in this Law. However, these limitations do not prevent the Oneida
309 Business Committee, with input from the CFO, from making necessary action, on an
310 emergency basis and within the scope of its authority, to protect and safeguard the
311 resources and general welfare of the Nation and ensure compliance with applicable laws,
312 regulations and requirements. The CBC shall ensure that the CFO performs the duties
313 and responsibilities as assigned under this law.

314 (b) *Tribal Treasurer.* The Tribal Treasurer shall:

315 (1) Submit expenditure reports and other financial reports as deemed necessary by
316 the Oneida Business Committee and/or the General Tribal Council at:

317 (A) The annual General Tribal Council meeting;

318 (B) The semi-annual General Tribal Council meeting; and

319 (C) Other such times as may be directed by the Oneida Business
320 Committee and/or the General Tribal Council.

321 (2) Present the proposed draft budget to the General Tribal Council at the annual
322 budget meeting as required by section 121.5-9.

323 (c) *Chief Financial Officer.* Once the Tribal budget is properly adopted, the CFO shall
324 ensure that it is properly implemented. The CFO shall:

325 (1) Provide managers with monthly revenue and expense reports in order for the
326 managers to track their expenditures;

327 (2) Submit, to the Oneida Business Committee, a written report of any monthly
328 variances that are either a difference of three percent (3%) or more from the
329 adopted annual budget or \$50,000 or more in total; and

330 (3) Conduct financial condition meetings with the Nation's management on a
331 quarterly basis.

332 (d) *Managers*. Managers of each business unit shall:

333 (1) Ensure that their business units operate, on a day-to-day basis, in compliance
334 with the budget adopted pursuant this law;

335 (2) Report to the CFO explanations and corrective actions for any monthly
336 variance that are either a difference of three percent (3%) or more from the
337 adopted annual budget or \$50,000 or more in total; and

338 (3) Submit budget review reports to the CFO on a reasonable and timely basis not
339 to exceed thirty (30) calendar days from the end of the month.

341 **121.9. Budget Transfers: Amendments**

342 121.9-1. *Budget Transfers*. After the budget is adopted, transfer of funds within the budget is
343 not permitted except as provided in section 121.8-3(a) and to allow the CFO to adjust the
344 approved budget as required to accurately reflect the amount of grant funding actually received.

345 121.9-2. *Budget Amendments*. After the budget is adopted, amendments of the budget are not
346 permitted except as provided in section 121.8-3(a).

348 **121.10. Reporting**

349 121.10-1. *Monthly Reporting*. The CFO shall provide copies of the monthly treasurer's reports
350 and quarterly operational reports from direct reports to the Oneida Business Committee in
351 accordance with Secretary's Oneida Business Committee packet schedule for the Oneida
352 Business Committee Meeting held for the acceptance of such reports.

353 121.10-2. *Audits*. The Internal Audit Department, annually, shall conduct independent
354 comprehensive performance audits, in accordance with the Audit Law, the Financial Accounting
355 Standards Board (FASB) and the Governmental Accounting Standards Board (GASB), of
356 randomly selected business units or of business units deemed necessary by the Oneida Business
357 Committee or Internal Audit Department. Each business unit shall offer its complete cooperation
358 to the Internal Audit Department. The Oneida Business Committee may, as it deems necessary,
359 contract with an independent audit firm to conduct such audits.

361 **121.11. Authorizations and Signatures**

362 121.11-1. *General*. The procurement manual rules developed by the Purchasing Department
363 shall provide the sign-off process and authorities required to expend funds on behalf on the
364 Nation.

365 121.11-2. *Fees and Charges*. Managers of programs and services requiring Tribal contribution
366 that desire to charge fees for their services shall determine the full cost of providing the program
367 and/or service and, only then, may charge fees to cover operational costs. The full cost of
368 providing a program and/or service includes all costs including operation costs, overhead such as
369 direct and indirect costs, and depreciation. Fees and charges may cover the full cost of service
370 and/or service whenever such fee or charge would not present an undue financial burden to
371 recipient. Programs and services charging fees may offer fee waivers, provided that the
372 program/service has developed rules outlining the fee waiver eligibility and requirements.

373

374 **121.12. Enforcement**

375 121.12-1. *Compliance and Enforcement.* All employees and elected officials of the Nation shall
376 comply with and enforce this law to the greatest extent possible.

377 121.12-2. *Violations.* Violations of this law shall be addressed using the applicable enforcement
378 tools provided by the Nation’s laws, policies and rules, including but not limited to, the Nation’s
379 employment law, policies and rules, the Conflict of Interest Policy, the Code of Ethics and
380 potentially the Removal law.

381 121.12-3. *Civil and/or Criminal Charges.* This law shall not be construed to preclude the Nation
382 from pursuing civil and/or criminal charges under applicable law. Violations of applicable
383 federal or state civil and/or criminal laws may be pursued in a court having jurisdiction over any
384 such matter.

385
386
387 *End.*

388

CANCELLED

Finance Committee Donations for FY 2016

FY2016		BEGINNING BALANCE	\$ 44,000.00
Year	Group	Amount	
1 16-Nov-15	Oneida United Methodist Church	\$	2,500.00
2 14-Dec-15	WI Indian Educ. Assn. Annual Conference-Apr 2016	\$	2,500.00
3 4-Jan-16	Native Diversification Network (PTAC)		Denied
4 18-Jan-16	Church of the Holy Apostles	\$	2,500.00
5 18-Jan-16	National Indian Child Welfare Association-Spring Conference	\$	1,000.00
6 18-Jan-16	Lutheran Social Services-Wellspring Program	\$	2,500.00
7 18-Jan-16	Rawhide, Inc. -Youth Programming	\$	2,500.00
8 18-Jan-16	2016 Tri-History Conference @ Radisson	\$	2,500.00
9 15-Feb-16	MOFHA Annual Convention @ Radisson	\$	2,500.00
10 14-Mar-16	Oneida Robert Cornelius VFW Honor Event	\$	2,500.00
11 14-Mar-16	Oneida Spirit of the Hoops	\$	2,500.00
12 14-Mar-16	Woodland Indian Art Show & Market	\$	2,500.00
13 14-Mar-16	AO-Family Access Solutions Program	\$	2,500.00
14 16-May-16	Oneida Nation Neighborhood Kitchen construction	\$	2,500.00
15 18-Jul-16	AO: Bad River Request for Emergency Flood Relief	\$	2,500.00
16 15-Aug-16	St John's Homeless Shelter /Mission Center-Fundraising Event	\$	2,000.00
17 15-Aug-16	AO-Braiding the Sacred - Community Event	\$	1,000.00
18 19-Sep-16	National Indian Education Association-Fall Conference	\$	1,000.00
19 19-Sep-16	OPD Monument to Fallen Officers-to Skenandore Family	\$	627.22
		Total Giving for FY 2016	\$ 36,500.00

FY 2016 End Balance \$ 7,500.00

2 Donations not processed until FY2017 & are not counted in FY2016 Totals

Finance Committee - Community Fund Activities

Q4

JULY 2016

	Mtg Date	Name of Requestor	Req Cat	Title /Description	Req Amt	Req Product	Action
1	5-Jul-16	Michael Debraska	Personal	Laptop Purchase			Defer-FC Wk Mtg
2	5-Jul-16	Beverly Somers	Personal	I-Pad Pro Purchase			Defer-FC Wk Mtg
3	5-Jul-16	Daniel Miller	Personal	I-Pad Pro Purchase			Defer-FC Wk Mtg
4	5-Jul-16	Alebra Cornelius	SD-Adult	Tough Mudder/Warrior Dash registration	\$ 238.00		Approved
5	5-Jul-16	Jason Martinez	CommEvt	5th Annual Oneida Baseball Tournament	\$ 1,000.00		Approved w/receipts
6	5-Jul-16	Jason Martinez	CommEvt	5th Annual Oneida Baseball Tournament		25 Cases	Approved
7	5-Jul-16	Jack Menojah	SD-Youth	Amplify Lacrosse-registration for son	\$ 139.50		Approved
8	5-Jul-16	Jerry Wiff	SD-Youth	National Gymnastics Competition & classes for daughter	\$ 300.00		Approved w/Tribal ID
9	5-Jul-16	Jeff Scofield	CommEvt	Oneida Big Apple Festival		25 Cases	Approved
10	5-Jul-16	Debra Cloud	SD-Youth	SW Softball Assn-participation fees for daughter	\$ 45.00		Approved
11	5-Jul-16	Sacheen Lawrence	SD-Youth	SW Softball Assn-participation fees for daughter	\$ 45.00		Approved
12	5-Jul-16	Sacheen Lawrence	SD-Youth	SW Softball Assn-participation fees for daughter	\$ 45.00		Approved
13	5-Jul-16	Josefina Garcia-Mondragon	SD-Youth	Marquette University-Summer Reading Program for daughter	\$ 261.18		Approved
14	5-Jul-16	Angelena Bain	SD-Adult	Warrior Dash registration	\$ 75.00		Approved
15	5-Jul-16	Alicia Tisch	SD-Adult	Bode Bootcamp - Class fee	\$ 300.00		Approved
16	5-Jul-16	Alebra Cornelius	SD-Youth	Duck Creek Pop Warner football for son	\$ 130.00		Approved
17	5-Jul-16	Makenit Gutierrez	SD-Adult	Tough Mudder/Warrior Dash registration	\$ 238.00		Approved
18	5-Jul-16	Tina Moore	SD-Youth	Green Bay Elite Cheer for daughter	\$ 300.00		Approved
19	5-Jul-16	Jeremy & Dawn VandeHei	SD-Youth	Oneida Sharp Shooters Lacrosse team Tournament registration fees	\$ 1,000.00		Approved
20	5-Jul-16	B. Jan Frion	Personal	I-Pad Air & Case Purchase			Defer-FC Wk Mtg

AUGUST 2016

Mtg Date	Name of Requestor	Req Cat	Title /Description	Req Amt	Req Product	Action
1	1-Aug-16 Michael Debraska	Personal	Laptop Purchase	\$ 300.00		Denied
2	1-Aug-16 Beverly Somers	Personal	I-Pad Pro Purchase	\$ 300.00		Denied
3	1-Aug-16 Daniel Miller	Personal	I-Pad Pro Purchase	\$ 300.00		Denied
4	1-Aug-16 B. Jan Frion	Personal	I-Pad Air & Case Purchase	\$ 300.00		Denied
5	1-Aug-16 Conrad King	SD-Adult	Soaring Eagle Golf Registration	\$ 200.00		Denied
6	1-Aug-16 Lisa Cornelius	SD-Youth	Boys & Girls Green Bay Choir for son	\$ 300.00		Approved
7	1-Aug-16 Lisa Cornelius	SD-Youth	Boys & Girls Green Bay Choir-daughter	\$ 300.00		Approved
8	1-Aug-16 Lois Weber	SD-Youth	Warner Park Youth Football-for son	\$ 215.00		Approved
9	1-Aug-16 William Graham	Personal	I-Pad Air Purchase	\$ 300.00		Denied
10	1-Aug-16 Sheena Danforth	SD-Youth	I-Pad for special needs child	\$ 300.00		Denied
11	1-Aug-16 Tasha Danforth	SD-Adult/Fam	Inter-tribal Family Camp	\$ 300.00		Denied
12	1-Aug-16 Tana Guirre	CommEvt	Get Out the Vote Rally		25 Cases	Approved
13	1-Aug-16 Julie Denny	SD-Adult	All Nations Tournament Registration	\$ 300.00		Approved
14	1-Aug-16 Melanie Doxtater	SD-Adult/Fam	Inter-tribal Family Camp	\$ 207.90		Denied
15	1-Aug-16 Phillip Skenandore	SD-Adult/Fam	Inter-tribal Family Camp	\$ 300.00		Denied
16	1-Aug-16 Arthur Skenandore	SD-Adult/Fam	Inter-tribal Family Camp	\$ 300.00		Denied
17	1-Aug-16 Jared Skenandore	SD-Adult/Fam	Inter-tribal Family Camp	\$ 70.00		Denied
18	1-Aug-16 Daniel Skenandore	SD-Adult/Fam	Inter-tribal Family Camp	\$ 288.00		Denied
19	1-Aug-16 Vance Skenandore	SD-Adult/Fam	Inter-tribal Family Camp	70.00		Denied

SEPTEMBER 2016

Mtg Date	Name of Requestor	Req Cat	Title /Description	Req Amt	Req Product	Action
1	6-Sep-16 Jeffrey Skenandore	CommEvent	Oneida Sportsmen's Annual Banquet	\$ 750.00		Approved
2	6-Sep-16 Penny Cornelius	SD-Youth	St. Norbert Youth Orchestra prog-son	\$ 200.00		Approved
3	6-Sep-16 Penny Cornelius	SD-Youth	St. Norbert Youth Orchestra Prog-son	\$ 200.00		Approved
4	6-Sep-16 Tonya Webster	SD-Youth	Tri-County Gymnastics for daughter	\$ 200.00		Approved
5	6-Sep-16 Lorraine Frias	SD-Youth	Allouez Stanpede Soccer - spn	\$ 100.00		Approved
6	6-Sep-16 Carol Johnson	CommEvent	O.N.H.S. Lock-In - Homecoming		16 Cases	Approved
7	6-Sep-16 Sherry Flauger	SD-Adult	Bode Bootcamp Class fees	\$ 200.00		Approved
8	6-Sep-16 Sherry Flauger	SD-Youth	Bode Bootcamp Class fees for son	\$ 200.00		Approved
9	6-Sep-16 Sherry Flauger	SD-Youth	Bode Bootcamp Class fees for daughter	\$ 200.00		Approved

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:



3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor: Denise Vigue, Executive Assistant /Finance Administration
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:

Oneida Business Committee approval is required to approve all Finance Committee meeting actions as the FC is a standing committee of the OBC.

CANCELLED MEETING

- 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 NATION

P.O. Box 365



Oneida, WI 54115

MEMORANDUM

TO: Finance Committee
CC: Business Committee
FR: Denise Vigue, Executive Assistant
DT: 12/20/16
RE: E-Poll Results of: BC Meeting Minutes of Dec. 19, 2016

An E-Poll vote of the Finance Committee was conducted to approve the December 19, 2016 Finance Committee meeting minutes. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority YES votes from Patrick Stensloff, David Jordan, Larry Barton, Wesley Martin, Jr., Chad Huss, and Jennifer Webster to approve the Dec. 19, 2016 Finance Committee Meeting Minutes.

The minutes will be placed on the next BC agenda of Dec. 28, 2016 for approval and the next Finance Committee agenda of Jan. 3, 2017 to ratify this E-Poll action.

Lawako

* Per the Finance Committee By-Laws Article III-Meetings, 3-4 Quorum. Four (4) members of the Finance Committee shall constitute a quorum & 3-6 Voting. (d) The Finance Committee shall act by a majority of vote of the quorum present at any meeting.



ONEIDA FINANCE COMMITTEE

STRATEGIC FINANCIAL PLANNING MEETING

Dec. 19, 2016 – 8:30 A.M.

BC Executive Conference Room

REGULAR MEETING

Dec. 19, 2016 – 10:00 A.M.

BC Executive Conference Room

REGULAR MEETING MINUTES

FC SFP Meeting:

Patricia King, Treasurer/FC Chair

David Jordan, BC Council Member

Wesley Martin, Jr., Community Elder Member

Larry Barton, CFO/FC Vice-Chair

Jennifer Webster, BC Council Member

Excused: Chad Fuss, Gaming AGM/FC Alternate and Patrick Stensloff, Purchasing Director

Others Present: and Denise Vigue

FC Regular Meeting:

Patricia King, Treasurer/FC Chair

David Jordan, BC Council Member

Patrick Stensloff, Purchasing Director

Larry Barton, CFO/FC Vice-Chair

Jennifer Webster, BC Council Member

Wesley Martin, Jr., Community Elder Member

Excused: Chad Fuss, Gaming AGM/FC Alternate

Others Present: Mary Masurick, Chad Cornutus, Robert Keck, Scott Denny, Tim Skenandore, and Denise Vigue, FC recording secretary

I. **Call to Order:** The Regular FC meeting was called to order by the FC Chair at 10:00 A.M.

II. **Approval of Agenda:** DECEMBER 19, 2016:

Motion by Wesley Martin, Jr. to approve the Finance Committee agenda for December 19, 2016 with one Add On. Seconded by David Jordan. Motion carried unanimously.

III. **Approval of Minutes:** DECEMBER 5, 2016 (approved via E-Poll on 12/6/16):

Motion by David Jordan to ratify the FC E-Poll action of Dec. 6, 2016 approving the Finance Committee meeting minutes of Dec. 5, 2016. Seconded by Larry Barton. Motion carried unanimously.

IV. Tabled Business:

1. FC Recommendation RE: Acheson Education Endowment
Patricia King, Treasurer

No action, remains on the table. (Note: Item still in discussion in FC work meeting.)

V. **Capital Expenditures:** No items

VI. New Business:

1. Miron Construction – IMAC Concrete
Tim Skenandore, Gaming Facilities

Tim Skenandore was present to provide details of request: curb replacement at IMAC, was bid out, Miron only vendor complied with return of complete bid package; Larry Barton noted that in speaking with Chad Fuss this is also a health and safety issue to reduce trip hazard at that location.

Motion by Larry Barton to approve the Miron Construction Purchase Order in the amount of \$58,859. Seconded by Patrick Stensloff. Motion carried unanimously.

2. Meadowbrook – FY17 Blanket PO-Liability Insurance
Robert Keck, Risk Management

Robert Keck was present to explain this is for yearly coverage of the total tribal liability policy that covers multiple areas for liability; this is the second payment of a three year contract renewable in FY18 and will bid out; substantial savings with premium by accepting multi-year contract; a legal review was done for initial terms/agreement.

Motion by David Jordan to approve the Meadowbrook Purchase Order for FY17 for liability insurance in the amount of \$436,832. Seconded by Jennifer Webster. Larry Barton abstained. Motion carried.

3. PMI Entertainment Group – 5 year Service Agreement
Brenda Mendonça Buckley, Gaming Marketing

Mary Wasurick and Chad Cornelius were present to explain this request for a multi-year service agreement for advertising (standing) at various venues in and around Lambeau Field as well as suite for Gaming Players Club Gold members; contract includes obtaining fair provisions for any down time/changes at the venues; Larry Barton discussed advertising of the LPGA, Mary will contact LPGA and work with them on this.

Motion by Jennifer Webster to approve the PMI Entertainment Group Five Year Service Agreement in the amount of \$750,000. Seconded by David Jordan. Motion carried unanimously.

4. ADP/AV: Amerind Risk Management Corp.
Dale Whitebeck, CFA

Scott Denny was present to explain this is for the FY17 insurance premium for the over 300 units covered under the Oneida Housing Authority, funds are provided from a grant.

Motion by Larry Barton to approve the Amerind Risk Management Corporation Insurance premium payment for FY17 in the amount of \$141,043 provided requester send in backup information to the Finance Committee. Seconded by Wesley Martin, Jr. Motion carried unanimously.

VII. Executive Session: No items

VIII. Donation Requests:

1. Oneida United Methodist Church
Rev. Ann Bullis, OUMC

Motion by David Jordan to approve the Oneida United Methodist Church request from the Finance Committee Donation Line in the amount of \$2,500. Seconded by Jennifer Webster. Motion carried unanimously.

2. Boxing Sponsorship
Roland Christjohn

Motion by David Jordan to approve the boxing sponsorship request from the Finance Committee Donation Line in the amount of \$290. Seconded by Wesley Martin, Jr. Motion carried unanimously.

IX. Follow Up: No items

X. FYI and /or Thank You:

1. FYI: Bally – (8) Alpha Wave Lease Games
David Emerson, Gaming Slots Department

Motion by Jennifer Webster to accept as FYI the 8 Alpha Wave Lease Games with Bally. Seconded by Larry Barton. Motion carried unanimously.

- XI. Adjourn:** Motion by David Jordan to adjourn. Seconded by Jennifer Webster. Motion carried unanimously. The Regular FC meeting ended at 10:25 A.M.

Minutes taken and transcribed by:
Denise Vigue, Executive Assistant in Finance
& Finance Committee Recording Secretary

Finance Committee- E-Poll Minutes Approval Date: December 20, 2016

Oneida Business Committee- FC Minutes- Approval Date: _____

CANCELLED MEETING

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

[Empty text box]

Agenda Header: Standing Committees

Accept as Information only

Action - please describe:

Accept Community Development Planning Committee FY '16 4th quarter report

3. Supporting Materials

Report Resolution Contract

Other:

1. report will be a handout 3. [Empty]
2. [Empty] 4. [Empty]

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Melinda J. Danforth, Tribal Vice Chairwoman

Primary Requestor/Submitter: Lisa Liggins, Executive Assistant II
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.
2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

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

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Quality of Life Committee

FY 2016 Quarterly Report (July to September 2016)

PURPOSE

The Quality of Life Committee is a standing committee of the Oneida Business Committee that will have oversight responsibility of the following areas of the Tribe: Language and Culture, Health, Human Services and Public Safety. This oversight responsibility also extends to any board, committee, or commission related to these specific areas.

COMMITTEE MEMBERS

Councilwoman Fawn Biele, Quality of Life Committee Chair
Councilman Tehassi Hill, Quality of Life Committee Vice Chair
Treasurer Trish King, Quality of Life Committee Member
Secretary Lisa Summers, Quality of Life Committee Member
Councilman Brandon Stevens, Quality of Life Committee Member

Other partners include: Wellness Council, Oneida Police Department, Division Directors, other senior leaders and the staff

MEETINGS

Quality of Life Committee meetings are held on the second Thursday of every month starting at 8:30 a.m. One meeting was held in the third quarter on September 15th, no meetings were held in July or August.

ACTIVITIES SUMMARY

A. Increasing awareness of drug and substance abuse problems in the Oneida community

The Quality of Life Committee has partnered with other services and agencies within the tribe to help increase awareness of drug and substance abuse problems in the Oneida community. As part of the partnership, the QOL co-sponsored a drug identification training September 7-8th for employees to come learn how to identify drug and substance abuse.

A free training to teach community members how to identify drug/substance abuse, was held on Sept. 8, 2016, at the Radisson Hotel in Oneida, by the National Criminal Justice Training Center.

B. Creating wellness in the workplace

The Quality of Life Committee is a partner with the tribe's Wellness Council, supporting the Council's efforts to create wellness in the workplace and across the Oneida community.

Exercise at Work Pilot Study

The Quality of Life Committee supported a pilot study which was conducted by the Wellness Council during the first and second quarter. This initiative aimed to identify ways for employees to increase their physical activity while at work to lower health risks, improve morale, and decrease spending on health care. According to the 2015 Oneida Health Risk Assessment of 1716 employees, the two greatest health risks were body fat and weight control; 44.1 percent of the employees reported exercising less than two hours each week. The results of the pilot study showed positive improvements for the employees who participated:

- 82% improved in at least half of fitness areas

- 67% increased physical activity
- 79% report improvement in Quality of Life
- 81% report improved employee morale
- 75% report improvement in productivity

An implementation plan is expected to be presented to the Business Committee in January 2017.

C. Lincoln Hills/Copper Lake Schools

In August, the Quality of Life Committee Chair toured the Division of Juvenile Corrections Lincoln Hills and Copper Lake Schools in Irma, WI. There are currently 160 youth with six being Native American. An overview of the services and programs available to youth at the facility was provided to Wisconsin tribal representatives.

A common message heard from other representatives of Wisconsin tribes was the need to advocate for support as youth make their transitions home and that the youth have a main contact in their tribal community to connect with a mentor.

REQUESTED ACTION:

To accept the Quality of Life Committee FY2016 fourth quarterly report.

CANCELLED

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Cathy Bachhuber, Executive Assistant
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Quality of Life Committee Meeting Minutes for November 10, 2016

I. Call to Order and Roll Call

Meeting called to order by QOL Chairwoman Fawn Billie at 8:33 a.m.

Present: Fawn Billie, Committee Chairwoman; Lisa Summers, Secretary; Brandon Stevens, Tehassi Hill, Councilmembers.

Not Present: Trish King, Treasurer.

Others present: Pam Pecky, Eric Boulanger, Jackie Smith, Tina Jorgensen, Latsi Hill, Cathy Bachhuber

II. Approval of the agenda

Motion by Tehassi Hill to approve the agenda, seconded by Brandon Stevens. Motion carried unanimously.

III. Approval of Meeting Minutes

A. September 15, 2016 Quality of Life meeting minutes

Motion by Tehassi Hill to approve the September 15, 2016 Quality of Life Meeting minutes, seconded by Brandon Stevens. Motion carried unanimously.

IV. Unfinished Business

A. Standing Agenda Items

i. Creating a Drug-Free Oneida Community - Fawn Billie

1. Paper Tigers Movie Showings – Fawn Billie

Motion by Tehassi Hill to accept as FYI, seconded by Brandon Stevens. Motion carried unanimously.

2. Youth Risk Survey Update – Tina Jorgenson

Motion by Tehassi Hill to accept the update and have the Quality of Life Committee provide a letter of support to the School Board, seconded by Brandon Stevens. Motion carried unanimously.

B. Follow-Up

- i. **Employee Exercise Program Wellness Committee Update** – Tina Jorgenson
Excerpt from September 15, 2016 Quality of Life Meeting: Motion by Tehassi Hill to accept the Employee Exercise Pilot Program update and have the team bring back a resolution and implementation plan for the first Oneida Business Committee meeting in 2017, seconded by Trish King. Motion carried unanimously.



Motion by Tehassi Hill to accept the update, seconded by Brandon Stevens. Motion carried unanimously.

V. New Business

VI. Reports

A. QOL Annual Report – Fawn Billie

Motion by Brandon Stevens to approve the annual report with the added language, seconded by Tehassi Hill. Motion carried unanimously.

VII. Additions

VIII. Adjourn

Motion by Tehassi Hill to adjourn at 11:20 a.m., seconded by Brandon Stevens. Motion carried unanimously.

CANCELLED

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously

1. Meeting Date Requested: ~~12~~/~~14~~/~~16~~

2. General Information:

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

[Empty text box]

Agenda Header: New Business

Accept as Information only

Action - please describe:

Discuss and make recommendation to approve to restructure/realign/remove the tsyunhehkwa department from under the Division Dir.-Internal Services to under the direction of the Oneida Farm Department.

3. Supporting Materials

Report Resolution Contract

Other:

1. Statement (see attached)

3. [Empty text box]

2. Memo dated December 21, 2016 - ISD

4. [Empty text box]

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Cristina Danforth, Tribal Chairwoman

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

Additional Requestor: Submitted by Lora Skenandore, Assistant to Chairwoman
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

To whom it may concern-

I have a concern regarding the tsyunhehkw[^] and their corn yield. This past year their net yield was only six braids. What is the justification behind this? Is there an explanation as to why the corn yield was so low? Is there an estimate of corn yield before harvest? How do you determine how much to plant each year? Who keeps track of our yield every year?

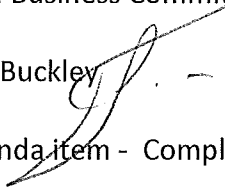
If the department is budgeting for \$500,000 for 2017 and a corn yield is only going to be six braids I don't think it's worth the time or money...there is something horribly wrong with this issue. This is not "OK" that the BC overlook and not pay attention to what's going on - so I bring it to your attention to hopefully get some answers for a better solution.

I suggest the tsyunhehkw[^] department be removed from under the wing of Division Dir. of Internal Services and be placed under the direction of the Oneida Nation Farm. The employees at the farm have a better knowledge and more experience in producing good crops with big harvests every year.

Nancy Barton
Tribal Member

INTERNAL SERVICES DIVISION
ADMINISTRATION

TO: Oneida Business Committee

FROM: Joanie Buckley 

RE: BC Agenda item - Complaint #2016-CC-21

DATE: December 21, 2016

This is to provide information relating to a complaint from Nancy Barton, #2016-CC-21, which was submitted for open session on the BC agenda dated December 14, 2016.

I have always been a proponent of placing all Agricultural practices under one umbrella in order to optimize resources, enhance learning practices, and to have the ability to shift manpower, and share the equipment; regardless of focus (commercial, community, education, outreach). By no means has this approach reduced the effort that I have made in working with Tsyunhehkwá to strengthen that operation.

Over the last three years, we have been working on various aspects of Tsyunhehkwá, including the white corn, its yield, and its care; the Galloway cattle; the poultry operation; and the garden. The quarterly reports depict the activities, including the community outreach and new initiatives.

WHITE CORN

We own up to the fact that there is not enough supply to meet the demand. The demand has increased over the last 4 years when we first placed it on the shelves of One Stop on 54, and later at the Oneida Market. Prior to that, it had only been sold from Tsyunhehkwá and their small store.

Yields continue to be a problem – some due to weather conditions, wild animals and rodents, or specific fields (rotated fields). Production to cannery: 2011 Harvest (2010/2011 planting) = 7,980 lbs.; 2012 Harvest = 4,025; 2013 Harvest = 7,900; 2014 Harvest = 6,870; 2015 Harvest = 6,750; 2016 Harvest = 4,280; Planting/Harvest dates progressively improved each year (previously ending in late December, to the 2016 Harvest, completed October 21st.)

Note attachment #1 for project sheet; attachment #2 2016 planting map; attachment #3 2016 map w/problem spots.

The team is tracking information on the white corn, and has collaborated with IPM (Integrated Pest Management) and Intelligrove on soil health and other related aspects of the white corn

production. Notes from meeting in Jan 2015 is included – Attachment #4. The report from IPM (*warning*: 109 pages) is an example of the work over the last couple of years. Attachment #5

In looking toward growing more white corn for this community, we are encouraging community members to collaborate on this effort. The community gardens at Tsyunhehkwa is one location that has brought forth that collaboration; as well as the White Corn Growers Coop.

GALLOWAY CATTLE

The team is working with Environmental and USDA/NRCS on a Managed Grazing practices. The fields have been re-defined (Oct 2016) this practice, combined with the white corn production. The cattle have had their health check (Oct 2016). NRCS is helping with practices so as to be able to forecast cattle. There is a need for a new bull, as the present one has been inbred extensively. Attachment #6

POULTRY

The egg production (layers) presently produces about 50 dozen eggs per month on the high numbers, much of which is sold through the Oneida Market. We are exploring the poultry operation to determine if we will have 2 runs of 75 poultry broilers in addition to the layers, and what changes or improvements will need to be done for that operation.

HORTICULTURE

For the horticulture, we are changing the garden to focus on the best sellers for the cannery such as pickles. We will exclude tomatoes. Additionally, we are setting the calendars for the bergamot harvest, which is sold through the Oneida Market for their teas.

OUTREACH

Tsyunhehkwa has provided various community outreach programs such as the seed and plant distribution, Local Farmers Grant mini sessions, the community gardens, the tilling services, the Harvest Fest, and the Husking Bee. Additionally, various tribes and schools come to Tsyunhehkwa, so it does become a nice asset for the tribe.

BUDGETS

We have been very conscientious with the budgets. The challenge is the cost of labor, as is across the organization. We should mention that the cannery is included in this BU, so the budgets include labor in both operations as well as cost of goods.

FY2013, actual was \$327,825 with labor \$308,621.

FY2014, actual was \$388,352 with labor \$327,472

FY2015, actual was \$317,334 with labor \$268,920
FY2016 actual was \$313,334 with labor \$225,254
FY2017 budget \$439,728, model changes.

In moving forward, we have re-distributed the manpower, to cover the weekends (which was done with a sub-relief), and assigned a focus to each staff member (cattle, white corn, poultry, horticulture). This is solely to help distribute the workload, promote a learning organization, and support each other during times of heavy labor needs (i.e. the bergamot is harvested at a different time than the white corn, so the manpower can shift). Sub-reliefs scheduled for key operational needs.

I hope this helps give a glimpse of some of the efforts with Tsyunhehkwa. I would welcome all to stop at Tsyunhehkwa to look at the corn harvest in the peanut wagon so as to recognize that more than six brands were produced with this harvest. The team should be recognized for their contributions.

I have always worked for the betterment of the tribe, collaborating with the other departments and programs, involved in the OSRAC meetings, and engaging USDA to fund several projects and initiatives. Again, as mentioned, I believe that the Agriculture would benefit under one umbrella to optimize resources and collaboration to showcase agriculture as a strong component of this Nation.

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~/~~14~~/~~16~~

2. General Information:

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

[Empty text box]

Agenda Header:

- Accept as Information only
- Action - please describe:

Enter E-Poll results into the record for approval of Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve bases.

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: Submitted by: Heather Heuer, Info. Mgmt. Spec./BC Support Office
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:

BACKGROUND

On Tuesday, November 22, 2016, at 11:34 a.m. the following E-Poll was conducted:

Summary:

Twenty-one (21) Garden of Lights complimentary passes were received by the Business Committee Support Office on Monday, November 11, 2016.

The Ticket Distribution SOP indicates the Business Committee must choose one of three options for distribution:

1. Random Drawing
2. First come, first serve
3. Transfer tickets to Joint Marketing

Due to the time restrictions for notifying the Enrollment Department and IGAC (as required by the SOP) and to allow adequate time to notify winners, option 1 Random Drawing cannot be considered.

Per the SOP, action is required by the Business Committee to decide how they will be distributed. An e-poll is required as the next Business Committee agenda submission deadline is after the event.

Requested Actions being voted on via this e-poll:

Vote in support of one (1) of the following options:

Option A: Transfer twenty-one (21) Garden of Lights complimentary passes to Joint Marketing

OR

Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis

Deadline for response:

Responses are due no later than 4:30 p.m. on Tuesday, November 22, 2016.

As of the deadline, below are the responses:

Option A: Melinda J. Danforth, David Jordan, Lisa Summers

Option B: Fawn Billie, Tehassi Hill, Trish King, Brandon Stevens, Jennifer Yeaster

Random Drawing: Tina Danforth

In accordance with section 5.4.c. of the Electronic Voting SOP, attached are any comments made beyond a vote.

REQUESTED BC ACTION

Enter E-Poll results into the record for approval of Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve bases.

- 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

Heather M. Heuer

From: TribalSecretary
Sent: Wednesday, November 23, 2016 8:24 AM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Rhiannon R. Metoxen; Debbie J. Melchert
Subject: E-POLL RESULTS: Approve option for Garden of Lights comp. passes
Attachments: 2016 11 22 BCAR E-poll request pursuant to Ticket Distribution SOP (002)....pdf
Categories: Next Meeting

E-POLL RESULTS

The E-Poll request to approve the method of distributing twenty-one (21) Garden of Lights complimentary passes **has passed with Option B**: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis. Below are the results:

Option A: Melinda J. Danforth, David P. Jordan, Lisa Summers
 Option B: Fawn Billie, Tehasa Hill, Brian King, Brandon Stevens, Jennifer Webster

Heather Heuer

Information Management Specialist
 Business Committee Support Office (BOSO)



office 920.869.4421
 cell 920.471.5002
 fax 920.869.4040

From: TribalSecretary
Sent: Tuesday, November 22, 2016 11:34 AM
To: Brandon L. Yellowbird-Stevens <BSTEVEN@oneidanation.org>; Cristina S. Danforth <tdanfort@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Fawn J. Billie <fbillie@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Lisa M. Summers <LSUMMER2@oneidanation.org>; Melinda J. Danforth <MDANFORJ@ONEIDANATION.org>; Patricia M. King <TKING@ONEIDANATION.org>; Ronald W. Hill <RHILL7@oneidanation.org>
Cc: Brian A. Doxtator <BDOXTAT2@oneidanation.org>; Cathy L. Bachhuber <CBACHHUB@oneidanation.org>; Danelle A. Wilson <DWILSON1@ONEIDANATION.org>; Jessica L. Wallenfang <JWALLENF@oneidanation.org>; Leyne C. Orosco <lorosco@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Lora L. Skenandore <LSKENAN3@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>
Subject: E-POLL REQUEST: Approve option for Garden of Lights comp. passes
Importance: High

E-POLL REQUEST

Summary:

Twenty-one (21) Garden of Lights complimentary passes were received by the Business Committee Support Office on Monday, November 11, 2016.

The Ticket Distribution SOP indicates the Business Committee must choose one of three options for distribution:

- 1. Random Drawing
- 2. First come, first serve
- 3. Transfer tickets to Joint Marketing

Due to the time restrictions for notifying the Enrollment Department and IGAC (as required by the SOP) and to allow adequate time to notify winners, option 1. Random Drawing cannot be considered.

Per the SOP, action is required by the Business Committee to decide how they will be distributed. An e-poll is required as the next Business Committee agenda submission deadline is after the event.

Requested Actions being voted on via this e-poll:

Vote in support of one (1) of the following options:

Option A: Transfer twenty-one (21) Garden of Lights complimentary passes to Joint Marketing

Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis

Deadline for response:

Responses are due no later than **4:30 pm on Tuesday, November 22, 2016.**

Voting:

- 1. Use the voting button above, if available, OR
- 2. Reply with "Option A" or "Option B"

Heather Heuer

Information Management Specialist
Business Committee Support Office (BCSO)



office 920.869.4421
cell 920.471.5002
fax 920.869.4040

CANCELLED

Oneida Business Committee Agenda Request

1. Meeting Date Requested: ___ / ___ / ___

2. General Information:

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

[Empty text box]

Agenda Header:

Accept as Information only

Action - please describe:

Transfer twenty-one (21) Garden of Lights complimentary passes to Joint Marketing
OR
Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis

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:

****Background****

Twenty-one (21) Garden of Lights complimentary passes were received by the Business Committee Support Office on Monday, November 11, 2016.

The Ticket Distribution SOP indicates the Business Committee must choose one of three options for distribution:

1. Random Drawing
2. First come, first serve
3. Transfer tickets to Joint Marketing

Due to the time restrictions for notifying the Enrollment Department and IGAC (as required by the SOP) and to allow adequate time to notify winners, option 1. Random Drawing cannot be considered.

Per the SOP action is required by the Business Committee to decide how they will be distributed. An e-poll is required as the next Business Committee agenda submission deadline is after the event.

****Requested Action****

Vote in support of one (1) of the following options:

Option A: Transfer twenty-one (21) Garden of Lights complimentary passes to Joint Marketing

OR

Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis

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
TICKET DISTRIBUTION FORM

Description of tickets received: Quartern of Rights

Date tickets received by the Business Committee Support Office: 11-21-16

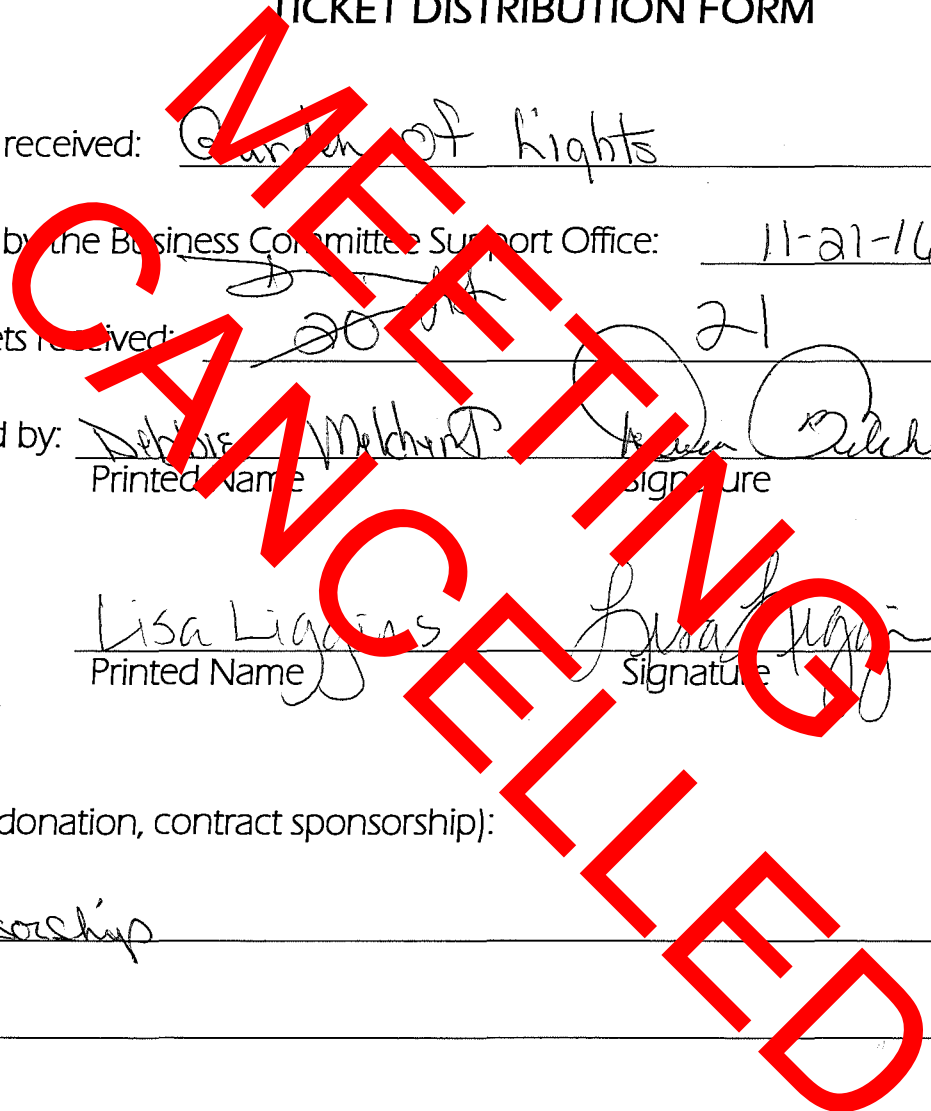
Total number of tickets received: 20 21

Verified by:	<u>Debbie Melchert</u>	<u>[Signature]</u>	<u>1564</u>
	Printed Name	Signature	Employee #

	<u>Lisa Ligons</u>	<u>[Signature]</u>	<u>3703</u>
	Printed Name	Signature	Employee #

Source of tickets (i.e. donation, contract sponsorship):

Contract Sponsorship



Heather M. Heuer

From: Cristina S. Danforth
Sent: Tuesday, November 22, 2016 3:13 PM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Rhiannon R. Metoxen
Subject: RE: E-POLL REQUEST: Approve option for Garden of Lights comp. passes

Random drawing otherwise I'll take two

From: TribalSecretary
Sent: Tuesday, November 22, 2016 11:34 AM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Rhiannon R. Metoxen
Subject: E-POLL REQUEST: Approve option for Garden of Lights comp. passes
Importance: High

E-POLL REQUEST**Summary:**

Twenty-one (21) Garden of Lights complimentary passes were received by the Business Committee Support Office on Monday, November 11, 2016.

The Ticket Distribution SOP indicates the Business Committee must choose one of three options for distribution:

1. Random Drawing
2. First come, first serve
3. Transfer tickets to Joint Marketing

Due to the time restrictions for notifying the Enrollment Department and IGAC (as required by the SOP) and to allow adequate time to notify winners, option 1. Random Drawing cannot be considered.

Per the SOP, action is required by the Business Committee to decide how they will be distributed. An e-poll is required as the next Business Committee agenda submission deadline is after the event.

Requested Actions being voted on via this e-poll:

Vote in support of one (1) of the following options:

Option A: Transfer twenty-one (21) Garden of Lights complimentary passes to Joint Marketing

OR

Option B: Distribute twenty-one (21) Garden of Lights complimentary passes on a first come, first serve basis

Deadline for response:

Responses are due no later than **4:30 p.m. on Tuesday, November 22, 2016.**

Voting:

1. Use the voting button above, if available; OR
2. Reply with "Option A" or "Option B"

ONEIDA TRIBE OF WISCONSIN	TITLE: Ticket Distribution	ORIGINATION DATE: 01/27/2016 REVISION DATE: N/A EFFECTIVE DATE: Upon OBC approval
DEPARTMENT: Oneida Business Committee	APPROVED BY: <i>Oneida Business Committee</i> See Attached OBC meeting minutes	DATE: 01/27/2016
AUTHOR: Lisa Summers, Secretary	AUTHORED BY: <i>Lisa Summers</i>	DATE: 01/27/2016

1.0 PURPOSE

- 1.1 Standardize how tickets are distributed by the Oneida Business Committee

2.0 DEFINITIONS

- 2.1 *Alternate* means an individual who receives tickets in the event a winner refuses or does not claim.
- 2.2 *Packers Ticket Drawing Pool* means those Tribal members who provided the required information by June 30 and is the random drawing pool used for a random drawing of Packers Tickets.
- 2.3 *Random Drawing* means the act of choosing the recipients of tickets.
- 2.4 *Random Drawing Pool* means those Tribal members who are at least eighteen (18) years old on or before the date of the random drawing, for a random drawing for anything other than Packers Tickets.
- 2.5 *Secretary* means the current elected Secretary of the Tribe or his or her designee.

3.0 WORK STANDARD

- 3.1 All tickets will be tracked on a Ticket Distribution Form.
- 3.2 For a random drawing:
- 3.2.1 Notice of random drawing will be provided to the Enrollment Department and the Intergovernmental Affairs and Communications Department no less than five (5) business days prior to drawing.
- 3.2.2 A number of alternates equaling no less than two times the number of winners are selected. Alternates are selected from the same random drawing pool and at the same time as the winners.

- 3.3 Where the dates fall on a Saturday, Sunday, or holiday the deadline shall be construed to be the close of business on the following business day.

4.0 PACKERS TICKETS

- 4.1 In the event Packers Tickets are available for Tribal members, the following timelines and procedure will be followed. This procedure applies only to Packers Tickets for preseason games and regular season games.

June 1

- 4.2 BC Support Office sends a mailing to those Tribal members who are at least eighteen (18) years old on or before July 1.
- 4.3 Mailing includes:
- 4.3.1 Notice that a code of conduct is required in order to accept Packers tickets.
 - 4.3.2 Space for Tribal member to provide the required information:
 - 4.3.2.1 Name.
 - 4.3.2.2 Date of birth.
 - 4.3.2.3 Enrollment number and
 - 4.3.2.4 Telephone number.
 - 4.3.3 Notice that required information must be returned to the BC Support Office no later than June 30 in order to be included in the Packers Ticket Drawing Pool.

July 1

- 4.4 Packers Ticket Drawing Pool is closed and includes only those Tribal members who returned the required information to the BC Support Office by June 30.
- 4.5 Deadline for Joint Marketing to provide notification to the BC Support Office of Packers Tickets available to Tribal members.

5.0 RECEIPTING AND PROCESSING TICKETS

- 5.1 Tickets are received by the Business Committee Support Office (BC Support Office).
- 5.2 BC Support Office:
- 5.2.1 Verifies the number of tickets received by double count.
 - 5.2.2 Completes any applicable paperwork indicating receipt of tickets.
 - 5.2.3 Completes applicable spaces on the Ticket Distribution Form. Ticket

Distribution Form must include:

- 5.2.3.1 Description of tickets received
- 5.2.3.2 Date tickets received by the BC Support Office
- 5.2.3.3 Source of tickets (i.e. donation, contract, sponsorship)
- 5.2.3.4 Date tickets disbursed and to whom
- 5.2.4 Provides copy of Ticket Distribution Form to the Secretary within one (1) business day.

5.3 Secretary adds Ticket Distribution Form to the next Business Committee meeting agenda for the consideration of how tickets will be distributed.

5.3.1 Three options for consideration are:

- 5.3.1.1 Random drawing
 - 5.3.1.1.1 A random drawing may be considered only if adequate time is available for the notification required in 3.2.
- 5.3.1.2 First come, first serve
 - 5.3.1.2.1 Eligibility criteria for first come, first serve must be determined by the Business Committee (i.e. Tribal members, employees only, elders age 55 and over)
- 5.3.1.3 Transfer tickets to Joint Marketing
- 5.3.2 An E-poll may be used (See OBC SOP titled Conducting Electronic Polling (E-polls)).

6.0 **RANDOM DRAWING**

Prepare for random drawing

- 6.1 BC Support Office provides notice to the Enrollment Department of random drawing. Notice must include:
 - 6.1.1 Date of random drawing.
 - 6.1.2 Time of random drawing.
 - 6.1.3 Number of winners needed.
 - 6.1.4 Number of alternates needed.
 - 6.1.5 Criteria for random drawing pool.
- 6.2 BC Support Office provides notice to the Intergovernmental Affairs and Communications Department of random drawing. Notice must include:
 - 6.2.1 Date of random drawing.
 - 6.2.2 Time of random drawing.
 - 6.2.3 Number of winners that will be drawn.
 - 6.2.4 Date and Time winners may begin to claim their tickets.
 - 6.2.5 Deadline by which winners must claim their tickets.
- 6.3 BC Support Office reserves meeting space to conduct the drawing.

Pre-Drawing Activities

- 6.4 BC Support Office ensures equipment is functional in order for the Enrollment Department staff to complete the random drawing.

Post-Drawing Activities

- 6.5 After random drawing is complete, the Enrollment Department staff provides the winner and alternate information to the BC Support Office. This information includes:

- 6.5.1 Winner/Alternate Names
- 6.5.2 Winner/Alternate Enrollment Number
- 6.5.3 Winner/Alternate Address
- 6.5.4 Winner/Alternate Phone Number

- 6.6 BC Support Office notifies winner by phone.

- 6.6.1 Winner may accept or refuse/decline.

- 6.6.2 If winner accepts:

- 6.6.2.1 See 9.0.

- 6.6.3 If winner declines tickets or cannot be contacted within three (3) business days from the date of the random drawing:

- 6.6.3.1 Alternate is notified.

- 6.6.3.2 If alternate accepts,

- 6.6.3.2.1 See 9.0.

- 6.6.3.2.2 If alternate declines tickets or cannot be contacted within three (3) business days from the date of the random drawing:

- 6.6.3.2.1 see 6.6.3.1.

7.0 FIRST COME, FIRST SERVED

- 7.1 BC Support Office provides notice to Intergovernmental Affairs and Communications of ticket availability. Notice must include:

- 7.1.1 Total number of tickets available.
- 7.1.2 Limit of tickets available per person (i.e. four (4) tickets per person).
- 7.1.3 Eligibility Criteria determined by the Business Committee in 5.3.1.2.1.
- 7.1.4 Date and Time tickets may begin to be claimed.
- 7.1.5 Deadline by which tickets must be claimed.

- 7.2 See 9.0.

8.0 TRANSFER TICKETS TO JOINT MARKETING

- 8.1 BC Support Office:
 - 8.1.1 Contacts Joint Marketing within one (1) business day to arrange transfer of tickets.
 - 8.1.2 Completes Ticket Distribution Form when transfer of tickets is completed.
 - 8.1.3 Files Ticket Distribution Form and forwards a copy to the appropriate party/parties as needed or required by contract or policy.

9.0 DISBURSING TICKETS

- 9.1 Recipient signs Acceptance Receipt and code of conduct agreement, if applicable
- 9.2 BC Support Office:
 - 9.2.1 Receives acceptance receipt and code of conduct agreement, if applicable
 - 9.2.2 Updates Ticket Distribution Form.
 - 9.2.3 Disburses tickets.
 - 9.2.3.1 Tickets may be mailed or picked up.
 - 9.2.4 Files Ticket Distribution Form and forwards a copy to the appropriate party/parties as needed or required by contract or policy.

10.0 UNCLAIMED TICKETS

- 10.1 Any tickets that are unclaimed 48 hours prior to the event will be transferred to Joint Marketing.
- 10.2 See 8.0.

11.0 REFERENCES

- 11.1 Conducting Electronic Voting (E-polls) SOP

12.0 FORMS

- 12.1 Ticket Distribution Form
- 12.2 Acceptance Receipt
- 12.3 Code of Conduct

13.0 FLOW CHART

XIII. NEW BUSINESS

- A. Accept request for Business Committee recognition and award of \$500 Exxon/Mobile Alliance Program grant to each six (6) area schools in cooperation with Oneida One Stops and Oneida Travel Center (00:26:00)**

Sponsor: Michele Doxtator, Area Manager/Retail Profits

Presentation of awards by Michele Doxtator and Angela Parks to Niki Disterhaft (Lannoye Elementary School), Kris Wells (Hillcrest Elementary School), Jamie Kallies (Pioneer Elementary School), Diane Stelmach (Martin Luther King Elementary School), Yvette Peguero (Oneida Nation Elementary School), Sharon Mousseau (Oneida High School).

- B. Approve Ticket Distribution Standard Operating Procedure (4:23:00)**

Sponsor: Lisa Summers, Tribal Secretary

Motion by Tehassi Hill to approve the Ticket Distribution Standard Operating Procedure, seconded by Lisa Summers. Motion carried unanimously:

Ayes: Fawn Billie, Tehassi Hill, Trish King, Brandon Stevens, Lisa Summers, Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan

- C. Approve request to co-host the 2016 Tri-History Conference on June 13-17, 2016 (00:29:22)**

Sponsor: Jennifer Webster, Councilwoman

Motion by Lisa Summers to approve the request to co-host the 2016 Tri-History Conference on June 13-17, 2016, seconded by Fawn Billie. Motion carried with one abstention:

Ayes: Fawn Billie, Tehassi Hill, Trish King, Brandon Stevens, Lisa Summers

Abstained: Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan

XIV. TRAVEL (4:24:32)**A. Travel Reports**

- 1. Accept travel report – Councilwoman Jennifer Webster – 2015 National Indian Head Start Directors Association (NIHSDA), Office of Head Start (OHS) Tribal Leader Consultation – Sacramento, CA – June 15-17, 2015**

Motion by Lisa Summers to accept the travel report – Councilwoman Jennifer Webster – 2015 National Indian Head Start Directors Association (NIHSDA)/Office of Head Start (OHS) Tribal Leader Consultation – Sacramento, CA – June 15-17, 2015, seconded by Brandon Stevens. Motion carried with one abstention:

Ayes: Fawn Billie, Tehassi Hill, Trish King, Brandon Stevens, Lisa Summers

Abstained: Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan

- 2. Accept travel reports – Secretary Lisa Summers, Councilwoman Jennifer Webster, and Councilman Tehassi Hill – 72nd Annual National Congress of American Indians (NCAI) Conference – San Diego, CA – October 17-24, 2015**

Motion by Fawn Billie to accept the travel reports – Secretary Lisa Summers, Councilwoman Jennifer Webster, and Councilman Tehassi Hill – 72nd Annual National Congress of American Indians (NCAI) Conference – San Diego, CA – October 17-24, 2015, seconded by Brandon Stevens. Motion carried with three abstentions:

Ayes: Fawn Billie, Trish King, Brandon Stevens

Abstained: Tehassi Hill, Lisa Summers, Jennifer Webster

Not Present: Melinda J. Danforth, David Jordan

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkw operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~/~~14~~/~~16~~

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Enter E-Poll results into the record for approval of the Membership Interest Assignment from OTIE to OESC, contract # 2016-347; and to authorize an Officer to sign the assignment on behalf of the Oneida Nation

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:

*****BACKGROUND*****

On Monday, December 5, 2016, at 11:37 a.m., the following E-Poll was conducted:

An E-Poll is being conducted for approval of an assignment of interest from OTIE to OESC to complete the merger authorized in 2013. The merger must be completed before the end of the year to avoid additional taxes and fees and potential impact on contracting.

Requested Action:

Approve the Membership Interest Assignment from OTIE to OESC, contract # 2016-1347; and to authorize an Officer to sign the assignment on behalf of the Oneida Nation.

Deadline for response:

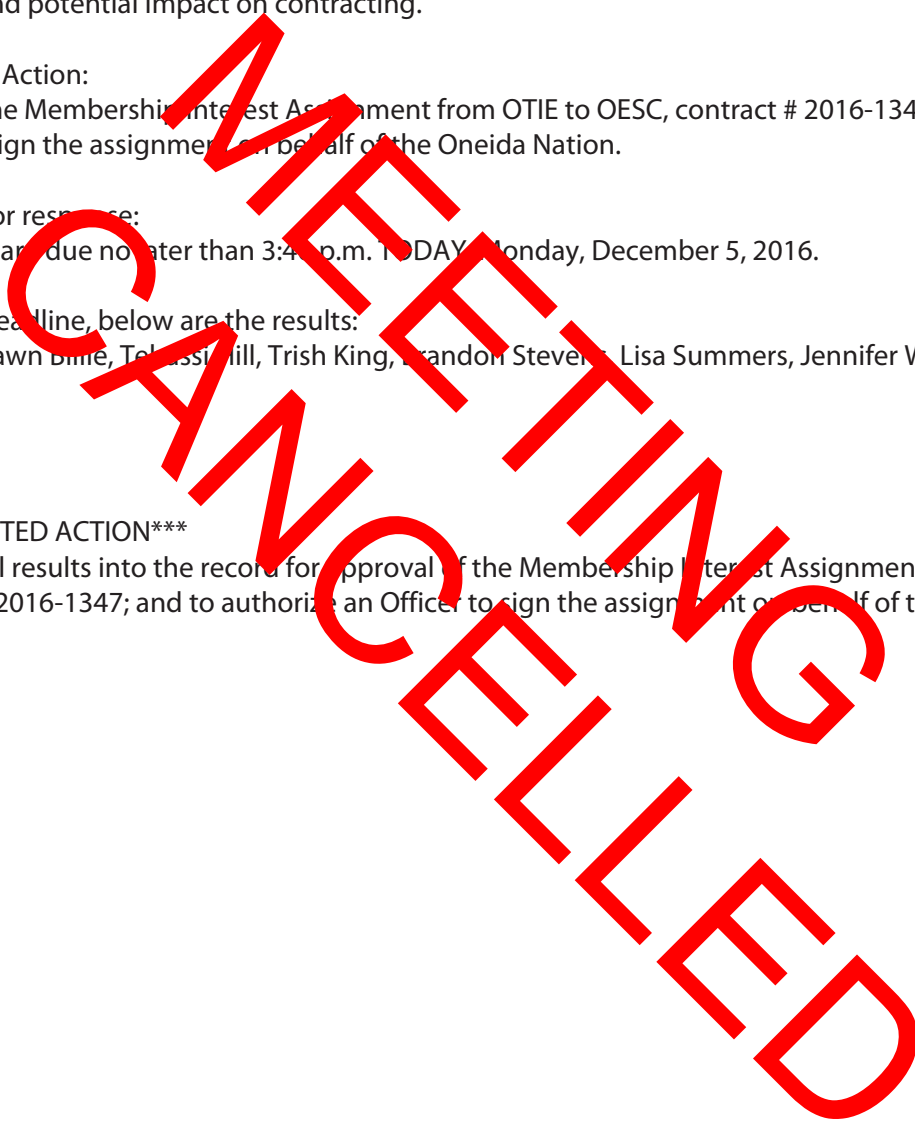
Responses are due no later than 3:45 p.m. TODAY Monday, December 5, 2016.

As of the deadline, below are the results:

Support: Fawn Birre, Telesse Mill, Trish King, Brandon Steven, Lisa Summers, Jennifer Webster

*****REQUESTED ACTION*****

Enter E-Poll results into the record for approval of the Membership Interest Assignment from OTIE to OESC, contract # 2016-1347; and to authorize an Officer to sign the assignment on behalf of the Oneida Nation.



- 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

Heather M. Heuer

From: TribalSecretary
Sent: Monday, December 05, 2016 3:45 PM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Jo A. House; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Rhiannon R. Metoxen
Subject: E-POLL RESULTS: Approve interest assignment from OTIE to OESC contract # 2016-1347
Attachments: OTIE - OESC Transfer Agreement.pdf

E-POLL RESULTS

The E-Poll request to approve the Membership Interest Assignment from OTIE to OESC, contract # 2016-1347; and to authorize an Officer to sign the assignment on behalf of the Oneida Nation, **has been approved**. Below are the results:

Support: Fawn Billie, Rhiannon Metoxen, Brandon Stevens, Lisa Summers, Jennifer Webster

Heather Heuer

Information Management Specialist
 Business Committee Support Office (BCSO)



office 920.869.4421
 cell 920.471.5002
 fax 920.869.4040

From: TribalSecretary
Sent: Monday, December 05, 2016 11:37 AM
To: Brandon L. Yellowbird-Stevens <BSTEVEN@oneidanation.org>; Cristina S. Danforth <tdanfort@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Fawn J. Billie <fbillie@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Lisa M. Summers <LSUMMER2@oneidanation.org>; Melinda J. Danforth <MDANFORJ@ONEIDANATION.org>; Patricia M. King <TKING@ONEIDANATION.org>; Ronald W. Hill <RHILL7@oneidanation.org>
Cc: Jo A. House <JHOUSE1@oneidanation.org>; Brian A. Doxtator <BDOXTAT2@oneidanation.org>; Cathy L. Bachhuber <CBACHHUB@oneidanation.org>; Danelle A. Wilson <DWILSON1@ONEIDANATION.org>; Jessica L. Wallenfang <JWALLENF@oneidanation.org>; Leyne C. Orosco <lorosco@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Lora L. Skenandore <LSKENAN3@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>
Subject: E-POLL REQUEST: Approve interest assignment from OTIE to OESC contract # 2016-1347
Importance: High

E-POLL REQUEST**Summary:**

An E-Poll is being conducted for approval of an assignment of interest from OTIE to OESC to complete the merger authorized in 2013. The merger must be completed before the end of the year to avoid additional taxes and fees and potential impact on contracting.

Requested Action:

Approve the Membership Interest Assignment from OTIE to OESC, contract # 2016-1347; and to authorize an Officer to sign the assignment on behalf of the Oneida Nation.

Deadline for response:

Responses are due no later than **3:40 p.m. TODAY, Monday, December 5, 2016.**

Voting:

1. Use the voting button above, if available; OR
2. Reply with "support" or "oppose"

Heather Heuer

Information Management Specialist
Business Committee Support Office (BCSO)



office 920.869.4421
cell 920.471.5002
fax 920.869.4040

CANCELLED MEETING

Oneida Business Committee Agenda Request

1. Meeting Date Requested: ___ / ___ / 16

2. General Information:

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

[Empty text box]

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. [Empty text box] 3. [Empty text box]

2. [Empty text box] 4. [Empty text box]

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor: _____
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 for an e-poll regarding approval of an assignment of interest from OTIE to OESC to complete the merger authorized in 2013. The merger must be completed before the end of the year to avoid additional taxes and fees and potential impact on contracting.

Requested Action: Motion to approve the Membership Interest Assignment from OTIE to OESC, contract # 2016-1347, and to authorize an officer to sign the assignment on behalf of the Oneida Nation.

CANCELLED
MEETING

- 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

Jo Anne House, PhD | Chief Counsel
James R. Bittorf | Deputy Chief Counsel

Patricia M. Stevens Garvey
Kelly M. McAndrews
Michelle L. Gordon
Krystal L. John

Law Office



MEMORANDUM

TO: Lisa M. Summers, Tribal Secretary

FROM: Jo Anne House, Chief Counsel

DATE: December 5, 2016

SUBJECT: OTIE – OESC Assignment of Ownership

OTIE has forwarded an Assignment of Ownership from OTIE to OESC. The legal review has been completed and identifies only that this requires approval of the Oneida Business Committee. The assignment completes the action approved by the Oneida Business Committee in resolution # BC-15-1211-A.

Terry Ni, and Heather Cotty, Corporate Administrator of OTIE, have identified the following information regarding preparations to complete the assignment.

The OTIE OESC senior management team has been working on the merger since the approval of the resolution in 2013. They have spent countless hours and costs coordinating the merger which includes items such as employee benefits (health and retirement), HRD systems, accounting systems, IT systems and the marketing systems and material. The merger will need to be completed by December 31st, however, we are going to need a few weeks to process the merger. If we wait too long and January 1 passes we will incur additional tax liabilities. Unemployment taxes are due based on December 31 employment counts. If we cannot transfer the employees prior to 12/31, we will pay the taxes in January and again in 2017 when employees move to OESC. This will cost the company a minimum of a hundred thousand dollars for unemployment taxes only.

More importantly is the potential lost opportunity. Senior management has been promoting the concept to the employees for over a year and the OTIE staff have carried the message to our customers. We have more than \$40 million of 8(a) contracts coming to an end in 2017 and will be open to rebidding. We have been positioning the OESC team to our customers that the new OESC team is ready and includes the OTIE team whom they already have a high confidence in.

In 2012, before we were ready with MS2, we feel we lost \$8-\$12M in construction contracts. We cannot afford to let that happen again. As OTIE nears graduation we have come to the point where we will need to implement the plan. Employees are ready and customers are eager to start working with the new companies. *E-mail Correspondence, December 2, 2016.*

Our office received the request to conduct the legal review on November 4, 2016. Unfortunately, the review was delayed and was only recently completed. Because the assignment needs to be completed before the end of the year, Ms. Ni and the Board of Directors have identified that

Page 2

there is not sufficient time to complete the merger if approval of the assignment is delayed in receiving approval at the next regular Oneida Business Committee meeting.

I have attached the legal review, the assignment, the 2013 resolution and the strategic plan document for your review.

Requested Action: Motion to approve the Membership Interest Assignment from OTIE to OESC, contract # 2016-1347, and to authorize an officer to sign the assignment on behalf of the Oneida Nation.

CANCELLED MEETING

ONEIDA LAW OFFICE

CONFIDENTIAL: ATTORNEY/CLIENT WORK PRODUCT

TO: Ronald "Tehassi" W. Hill Jr.
Business Committee

Use this number on future correspondence:

2016-1347

FROM: James R. Bittorf, Deputy Chief Counsel



DATE: December 1, 2016

RE: Oneida ESC Group LLC-Membership Interest
Assignment

<u>Purchasing Department Use</u>
<input checked="" type="checkbox"/> Contract Approved
<input type="checkbox"/> Contract Not Approved <i>(see attached explanation)</i>



If you have any questions or comments regarding this review, please call 869-4327.

The attached agreement, contract, policy and/or guaranty has been reviewed by the Oneida Law Office for legal content only. Please note the following:

- ✓ The document is in appropriate legal form. *(Execution is a management decision.)*
- ✓ Requires Business Committee approval prior to execution.

CANCELLED

MEMBERSHIP INTEREST ASSIGNMENT

NOW, THEREFORE, the undersigned hereby conveys, assigns and transfers unto Oneida ESC Group, LLC, a Nevada limited liability company ("**OESC**"), as an additional contribution to the capital of OESC, a one hundred percent (100%) membership interest (i.e., percentage interest) in Oneida Total Integrated Enterprises, LLC, a Nevada limited liability company (the "**Company**"), owned or otherwise standing in the name of the undersigned on the books of the Company (the "**Assigned Interest**"), and herewith irrevocably constitutes and appoints _____ attorney to transfer the Assigned Interest to OESC on the books of the Company with full power of substitution in the premises. The undersigned hereby represents and warrants that it owns the Assigned Interest free and clear of all security interests, liens, pledges, charges and other encumbrances, except that the Assigned Interest remains subject to the terms of the Operating Agreement of the Company, signed May 15 and May 18, 2007, by the undersigned and the Company.

Dated at _____, Wisconsin, as of the _____ day of _____, 2016.

ONEIDA TRIBE OF INDIANS OF
WISCONSIN

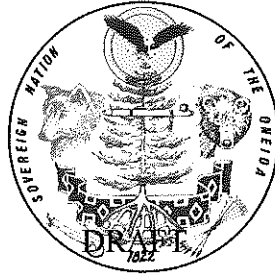
By: _____
Name: _____
Title: _____

CANCELLED

Oneida Tribe of Indians of Wisconsin



Oneidas bringing several hundred bags of corn to Washington's starving army at Valley Forge, after the colonists had consistently refused to aid them.



UGWA DEMOLUM YATEHE
Because of the help of this Oneida Chief in cementing a friendship between the six nations and the colony of Pennsylvania, a new nation, the United States was made possible.

BC Resolution 06-12-13-A

To Extend and Renew the Board of Managers' Terms of Oneida Total Integrated Enterprises, LLC

- WHEREAS,** the Oneida Tribe of Indians of Wisconsin 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 Tribe of Indians of Wisconsin, 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 created Oneida Total Integrated Enterprises, LLC (OTIE), pursuant to OBC Resolution 4-11-07-10 to perform environmental engineering, science and construction management services under the U.S. Small Business Administration 8(a) program, and
- WHEREAS,** the Oneida Business Committee created Oneida ESC Group, LLC (OESC), pursuant to OBC Resolution 3-14-12-C, for purposes of operating the NAICS code Section 8(a) arena regarding engineering, science and construction, and
- WHEREAS,** the Oneida Total Integrated Enterprises, LLC (OTIE) 2nd Quarterly Report 2012 Strategic Planning section provided an outline for a detailed corporate structure establishing a holding company with separate subsidiary limited liability companies to utilize different tax codes and different North American Industry Classification System (NAICS) codes and maximize the benefits of the SBA 8(a) Program, and
- WHEREAS,** the Oneida Business Committee recognizes that a holding company structure is part of the OTIE and OESC long-term strategic plans to create streamlined management and cost-effective operations that are sustainable and increase profitability through the use of established resources such as credit and trusting relationships with financial organizations, surety companies, federal and commercial clients, and key management employees, and
- WHEREAS,** the OTIE and OESC long-term strategic plans contemplate that OESC will acquire OTIE as a subsidiary limited liability company of OESC, and that such plan provides for a transition period while OTIE prepares to become a subsidiary of OESC, which is to occur no later than December 31, 2017, and
- WHEREAS,** upon the OESC acquisition of OTIE as a subsidiary company, and as part of the acquisition process, OTIE will transfer its general management and administrative staff to manage OESC, provided that all technical and business units will remain with OTIE, and
- WHEREAS,** the strategic plan and transition period contemplate that the current OTIE Board of Managers composition will remain the same throughout the transition period to preserve the continuity and consistency of Board leadership throughout the transition period, and
- WHEREAS,** the OTIE Board of Managers currently consists of Wilbert Rentmeester, Wayne Metoxen, Leslie Wheelock, Jeff House, and Jacquelyn Zalim whom each serve staggered terms ending May 11, 2014; May 11, 2014, July 2, 2015; August 11, 2013 and June 23, 2013 respectively, and
- WHEREAS,** the OESC Board of Managers currently consists of Jacquelyn Zalim, Jeff House and Wilbert Rentmeester who are serving their initial terms of five (5) years that expire March 14, 2017, and

WHEREAS, Section 3.3 of the OTIE Operating Agreement provides that a Manager's term can be extended or renewed with the Member's approval, and

WHEREAS, it is recommended that the current terms of Board of Managers Leslie Wheelock, Wilbert Rentmeester, Wayne Metoxen and Jeff House be extended by four (4) years, and the expiring term of current Board of Manager Jacquelyn Zalim be renewed and extended by four (4) years to implement the strategic plan and ensure sufficient time for their Board leadership during the transition period and acquisition process of OTIE becoming a subsidiary company of OESC, as reflected in the chart below, and

Board Member	Current Term Expiration	New Term Expiration
Leslie Wheelock	7/2/2015	7/2/2019
Wilbert Rentmeester	5/11/2014	5/11/2018
Wayne Metoxen	5/11/2014	5/11/2018
Jeff House	8/11/2013	8/11/2017
Jacquelyn Zalim	6/23/2013	6/23/2017

WHEREAS, renewing and extending the term of OTIE Board of Manager Jacquelyn Zalim by four (4) years will ensure that her OTIE Board term will remain consistent with her current OESC Board of Manager term during implementation of the strategic plan, the transition period and acquisition process, and

WHEREAS, extending the OTIE Board of Managers' terms by four (4) years will preserve the staggered term schedule as required by the Operating Agreement, and

WHEREAS, the Oneida Business Committee as Member recognizes the importance of maintaining a consistent Board composition for purposes of OESC acquiring OTIE as a subsidiary company, and the necessity for renewing and extending the OTIE Board member terms for the duration of the transition period and the acquisition process.

NOW THEREFORE BE IT RESOLVED that the Oneida Tribe of Indians of Wisconsin as represented by the Oneida Business Committee, does hereby determine that the composition of the Board of Managers for Oneida Total Integrated Enterprises, LLC, should be consistent with the composition of the Board of Managers for Oneida ESC Group, LLC, for purposes of the transition period and the OESC acquisition of OTIE.

BE IT FINALLY RESOLVED, that the Oneida Business Committee hereby extends the OTIE Board of Managers' terms of Leslie Wheelock, Wilbert Rentmeester, Wayne Metoxen, and Jeff House by four (4) years to serve throughout the implementation of the strategic plan, the transition period and the OESC acquisition of OTIE, with those extended terms to end July 2, 2019; May 11, 2018; May 11, 2018; and August 11, 2017 respectively; and hereby renews and extends the expiring term of OTIE Board of Manager Jacquelyn Zalim by four (4) years to serve throughout the implementation of the strategic plan, the transition period and the OESC acquisition of OTIE, with her extended term to end June 23, 2017.

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 12th day of June, 2013; that the forgoing resolution was duly adopted at such meeting by a vote of 7 members for; 2 members against; and 0 members not voting; and that said resolution has not been rescinded or amended in any way.


 Patricia Hoeft, Tribal Secretary
 Oneida Business Committee

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

STRATEGIC PLAN

With the approval and support of the Oneida Business Committee (OBC), the OTIE Board and management was authorized to sponsor and provide the resources to establish the Oneida ESC Group, LLC (OESC). OESC was established to expand the revenue generation from the different areas of the construction related industry (which OTIE will exceed the size standard to be qualified as a small business) and also to increase the revenue that can be generated from different geographic areas of the country.

After numerous thoughts, planning, discussion among the board members, management team, and legal consultants with expertise, the decision was made to establish OESC as a holding company and each of its subsidiaries would be setup having their own expertise under different NAICS codes in the construction-related engineering and science fields. In fact, one of the OESC subsidiaries, Mission Support Services (MS2), applied for 8(a) certification in 2012, and was recently approved by US SBA.

At the current time, OTIE has been providing all of the resources to support this big effort for OESC and its subsidiaries. This support includes overall general management, accounting, financial, contracting and procurement, general administration, marketing, and other assistance. This has been a tremendous administrative effort for OTIE.

Without any further financial support and surety programs from the Oneida Tribe, OESC will have difficulties to operate and fully develop its business without using OTIE's resources totally.

After all the discussion and strategic planning, the OTIE Board and OESC Board would like to propose that, instead of OESC indirectly using OTIE's overall general management, financial, administrative, and all other support from OTIE; the two Boards should be combined eventually after completing the implementation plan (the current two boards should maintain the same composition and competency), and move the entire OTIE general and administrative management to OESC. The operational/technical business units of OTIE would remain under OTIE and become a subsidiary of OESC. After implementing this plan, all the original OTIE resources, including the management, finance and surety resources (line of credit, bonding capacity, guarantees, collateral, and so forth) will become OESC resources (as holding company) and will benefit all of the subsidiaries. This discussion has been taking place since last year and was included in OTIE's 2012 2nd Quarter Report to the OBC.

This implementation plan needs to be processed through US SBA. This plan has been discussed with the legal expert and the SBA and it will require time and effort to file the paperwork and go through the process required. The timeframe to complete the implementation may be longer than expected. We know it can be done, it will just take time and effort. At this time, the consistency of the composition of the two Boards is very important to both companies and for the future combination of both companies, because documentation, application, and certification are depending upon the entire Board.

The attached information includes:

Attachment A – This is the strategic plan that was submitted to the OBC in the 2nd Quarter Report in 2012. This strategic plan included a very detailed discussion among the board members, management team, and legal consultant/expert. This plan was also consulted and discussed with Joanne House, the Chief Counsel of the Oneida Tribe. This strategic plan offers the recommendation and preliminary implementation plan.

Attachment B – This is the excerpts of the regulation from Codes of Federal Regulation (CFR) - 13 C.F.R. § 21.137. This section of the CFR has been exercised by almost all of the tribally-owned and ANC companies. This regulation indicates the CFR allows any tribally-owned or ANC company to form a holding company and each of its subsidiaries can apply for 8(a) certification under their expertise under different NAICS codes. The general overall management, administrative and other general support can be provided by the holding company to all of the subsidiaries.

Attachment C – The organizational charts show the current organization and future organization after implementing this plan.

CANCELLED

Attachment A

Strategic Planning: The newly approved and formed Oneida ESC Group (OESC) completed its corporate filings this quarter. For short and long-term strategic planning, OESC Board Members, Jacquelyn Zalim (Chairwoman), Wilbert Rentmeester and Jeff House reached out to Attorney Pam Mazza regarding federal procurement, who has expertise in federal procurement and contracting, especially in the US SBA 8(a) program. During the board's conference call on April 5, 2012, Mazza explained how tribally owned 8(a) businesses work and how other tribally-owned companies are structured in order to maximize the benefits and to fully use the special allowances offered to tribally-owned companies by the SBA. Mazza further described how other tribes/ANC has structured their 8(a) companies by developing a parent/holding company for different subsidiaries. Each subsidiary can apply for 8(a) certification based on different NAICS codes. In Mazza's professional opinion, OESC should be structured similarly by acting as a holding company to separate subsidiaries performing different NAICS codes. Mazza understands that the main purpose of OESC will be performing mainly construction, construction management or other construction-related fields such as O&M, SRM or related engineering and science areas.

In order to take advantage of economies of scale, Mazza also suggested that the overall top management, leadership and the services of the infrastructure people who usually are on general administration (G&A), such as financial accounting, administration/human resources, and contracting management personnel and so forth be provided to each subsidiary by the holding company. Therefore, the strength of the management leadership with the infrastructure services can benefit all the subsidiaries and the G&A costs can be shared by each subsidiary. This can be efficient, streamlined and cost effective operation. Mazza further suggested that OTIE's top management and infrastructure is already established and approved by the Defense Contract Auditing Agency, and also the instant credibility for banking, bonding, and client relationships, that it be transferred to OESC to further take advantage of economies of scale. The operational/technical business units of OTIE will remain under OTIE and become a subsidiary under OESC. This would help maximum the efficiencies of the overall operation. To move forward with this structure as other ANCs and tribally-owned firms have done successfully, OESC and the OTIE's board should be able to make this arrangement, but she suggested we should run it past Attorney Joanne House, the Tribe's Chief Counsel. After discussing with Mazza, Joanne understands the overall plan and thought it is a logical and good plan and, also advised to first put an explanation/plan in the financial section of OTIE's quarterly report. The OTIE Board is currently analyzing their options to move the CEO/President, C&A and Business Development functions to OESC from OTIE to maximize profitability and efficiencies.

Attachment B**13 C.F.R. § 121.103:**

(b) *Exceptions to affiliation coverage.* (1) Business concerns owned in whole or substantial part by investment companies licensed, or development companies qualifying, under the Small Business Investment Act of 1958, as amended, are not considered affiliates of such investment companies or development companies.

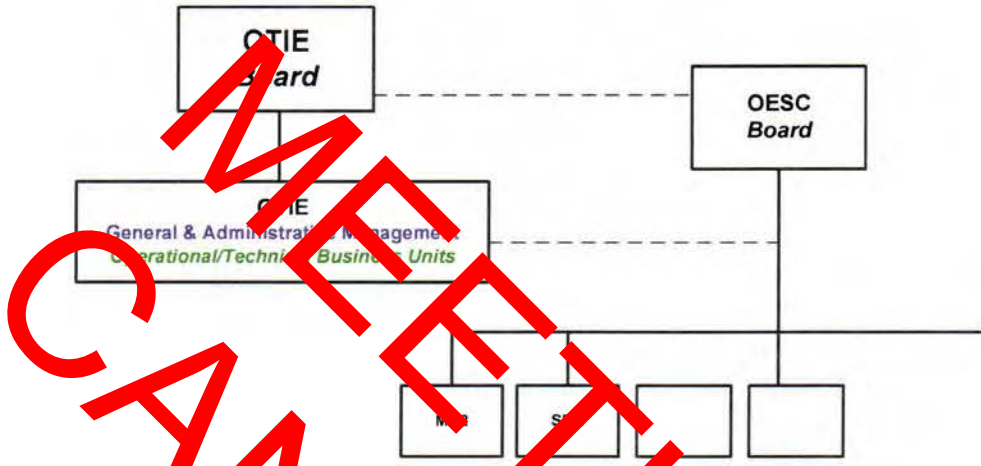
(2)(i) Business concerns owned and controlled by Indian Tribes, Alaska Native Corporations (ANCs) organized pursuant to the Alaska Native Claims Settlement Act (43 U.S.C. 1601 *et seq.*), Native Hawaiian Organizations (NHOs), Community Development Corporations (CDCs) authorized by 42 U.S.C. 9805, or wholly-owned entities of Indian Tribes, ANCs, NHOs, or CDCs are not considered affiliates of such entities.

ii) Business concerns owned and controlled by Indian Tribes, ANCs, NHOs, CDCs, or wholly-owned entities of Indian Tribes, ANCs, NHOs, or CDCs are not considered to be affiliated with other concerns owned by these entities because of their common ownership or common management. In addition, affiliation will not be found based upon the performance of common administrative services such as bookkeeping and payroll, so long as adequate payment is provided for those services. Affiliation may be found for other reasons.

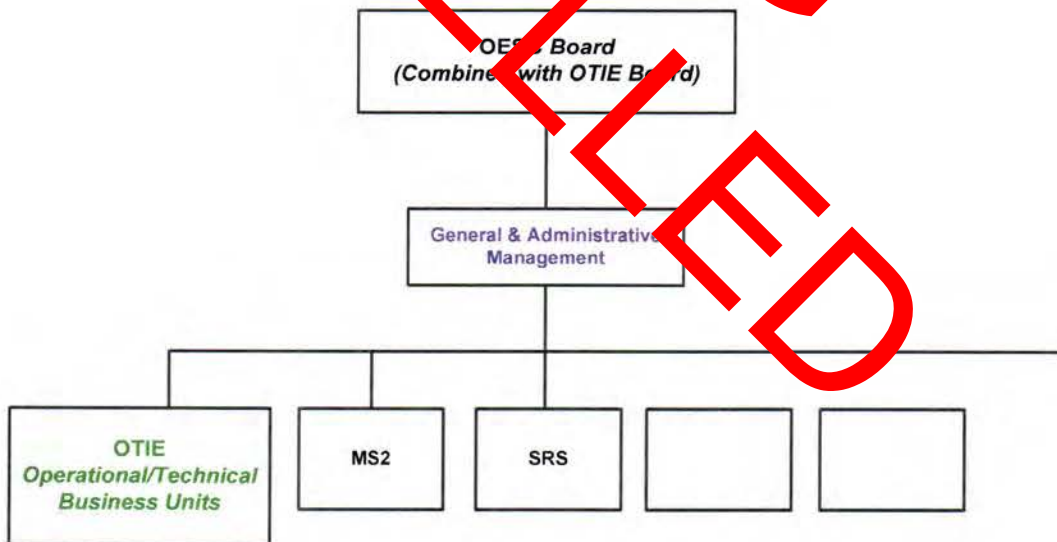
(g) *Affiliation based on the newly organized concern rule.* Affiliation may arise where former officers, directors, principal stockholders, managing members, or key employees of one concern organize a new concern in the same or related industry or field of operation, and serve as the new concern's officers, directors, principal stockholders, managing members, or key employees, and the one concern is furnishing or will furnish the new concern with contracts, financial or technical assistance, indemnification on bid or performance bonds, and/or other facilities, whether for a fee or otherwise. A concern may rebut such an affiliation determination by demonstrating a clear line of fracture between the two concerns. A "key employee" is an employee who, because of his/her position in the concern, has a critical influence in or substantial control over the operations or management of the concern.

Attachment C

Current Organization



Future Organization



- OESC - Oneida ESC Group
- OTIE - Oneida Total Integrated Enterprises
- MS2 - Mission Support Services
- SRS - Sustainment & Restoration Services

OESC/OTIE Strategic Plan:

In 2011, OTIE began planning for the graduation from the US SBA 8a program (April 2017). After consulting with senior OTIE personnel, Attorneys that specialize in 8a companies, Oneida Law Office and the SBA directly, a plan was developed and presented to the Oneida Business Committee (OBC) in 2012.

OTIE reviewed the model of a holding company with subsidiaries. Almost all of the tribally owned and Alaskan Native Corporation (ANC) companies use this model. Federal regulations exempt tribally owned and ANC companies from affiliation rules, thereby giving OESC a strategic advantage when it comes to a holding company structure. By allowing Tribal corporations to house general overall management, administrative and other support services at the holding company level, subsidiaries have lower overhead and become more competitive.

Additional advantages include:

- Potential to expand revenues from different NAICS codes.
- Opportunity to create additional 8a companies in the Engineering and Construction (A/E/C) fields.
- Opportunity to manage 8a restriction such as size standards and NAICS code restrictions.

The plan was to create a holding company and then develop subsidiaries in strategic NAICS codes and apply for 8a status.

No cash was needed from the shareholders and all operational expenses covered by OTIE.

The OBC passed a resolution 6-12-13-A supporting the plan, created OESC and expanded the role for the Board of Managers.

OTIE began to implement the plan immediately.

The OTIE Board of Managers authorized to sponsor and provide the resources to establish the Oneida ESC Group, LLC (OESC).

- OESC subsidiary, Mission Support Services (MS2), created in 2012 was certified 8(a) in 2013. Primary NAICS code construction.
- OESC subsidiary, Sustainment Restoration Services (SRS), created in 2013 was certified 8(a) in 2014. Primary NAICS code municipal water and sewer; however, may be modified to accept OTIE customers.
 - OTIE provides all of the resources to support the effort for OESC and its subsidiaries through an Administrative Services Agreement.
 - This support includes overall general management, accounting, financial, contracting and procurement, general administration, marketing, and other assistance.

- Preferred to move OTIE under OESC immediately; however, SBA requires re-application for 8a if there is a change of ownership; therefore the strategy was to complete merger after FY16.
- The two Boards (OTIE and OESC) be combined after completing the implementation plan (the current two boards should maintain the same composition and consistency), and move the entire OTIE general and administrative management to OESC.
- The operational/technical business units of OTIE would remain under OTIE and become a subsidiary of OESC. After implementing this plan, all the original OTIE resources, including the management, finance and surety resources (line of credit, bonding capacity, guarantees, collateral, and so forth) will become OESC resources (as holding company) and will benefit all of the subsidiaries.



2015 and 2016 the companies began to prepare for the merger as approved by the OBC.

- OTIE HRD, Accounting, Marketing and MIS began updating systems for the holding company structure.
- Cross marketing was taking place in the field. Several OTIE business opportunities were placed in a OESC subsidiary. These business opportunities were new to OTIE.

- In the 4th quarter of 2016, the OBC was informed that OTIE would be moving forward with the final stage of merging OTIE under OESC.

The implementation of the plan is in the final stage as OTIE prepares to move under OESC.

The focus is now shifting to existing customers. We have an opportunity of maintaining existing OTIE contracts under OESC. In the future months, there are a total of \$37MM of contracts that the period of performance will be expiring. While OTIE's period of performance is expiring, the work is not and the government will rebid these contracts.

Incumbents vendors have a competitive advantage for obvious reasons (they know the work, they know the customers, they know where the profit and loss are within a project). OTIE / OESC does not know when these contracts will be sent out for bid. However, completing the merger now will give OESC the same competitive advantage noted above. Without the merger, the Contracting Officer will lack confidence in OESC without OTIE – even though the two companies have been working together. The contracting officer cannot control mergers and will be unwilling to take on the risk of a “future” merger. We can control this issue by completing the plan. We cannot control when the customers decide to send out the request to bid.

The OTIE OESC senior management team has been working on the merger since the approval of the resolution in 2013. They have spent countless hours and cost coordinating the merger which includes items such as employee benefits (health and retirement), HRD systems, accounting systems, IT systems and the marketing systems and materials. In addition, last year OTIE spent \$140K on State and Federal Unemployment Tax. If OESC is able to merge before 1/1/17, we would save paying double unemployment tax on employees. If we are not able to merge before 1/1/17, employees will stay with their current company where we would pay their unemployment tax of \$140K. Then when the merger does occur and the employees move to the appropriate company, then we will have to pay that unemployment tax again, potentially double for each employee.

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~/~~14~~/~~16~~

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Direct the Treasurer to provide an status update on the development of the SOP's for the Economic Development and Diversification. Set Aside at the next Business Committee meeting.

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:

****BACKGROUND****

On September 28, 2016, the Business Committee adopted the resolution entitled "Assignment of Return on Investment from OTIE to Economic Development and Diversification" (attached) with the following resolves:

NOW THEREFORE BE IT RESOLVED, that the Oneida Business Committee creates the Economic Development and Diversification set-aside to be made up of all return-of-investment funds distributed by OTIE to the Oneida Nation. The Economic Development and Diversification set-aside shall be managed as an investment by the Finance Department as directed by investment policies approved by the Treasurer and the Finance Committee until such time as the Oneida Business Committee approves Standard Operating Procedures for the use of the fund and/or until such time as an endowment is created under the Endowments law.

BE IT FUTHER RESOLVED, the initial funding of the Economic Development and Diversification Set Aside is the one million dollars (\$1,000,000) in net profits received in Fiscal Year 2016 from OTIE.

BE IT FUTHER RESOLVED, that the Tribal Treasurer will develop Standard Operating Procedures on how to access the Economic Development and Diversification Set Aside no later than December 1, 2016 which shall be approved by the Oneida Business Committee.

BE IT FINALLY RESOLVED, that starting with the July 2017 Semi-Annual General Tribal Council meeting, a report on the Economic Development and Diversification Set Aside shall be provided to the General Tribal Council at the Annual and Semi-Annual meeting as part of the Treasurer's report.

****CURRENT STATUS****

As of December 1, 2016, the required Standard Operating Procedures (SOP's) have not been presented to the Oneida Business Committee for approval.

****REQUESTED ACTION****

Direct the Treasurer to provide an status update on the development of the SOP's for the Economic Development and Diversification Set Aside at the next Business Committee meeting.

- 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 Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # 09-28-16-B

Assignment of Return on Investment from OTIE to Economic Development and Diversification

- 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-04-11-07-J which created Oneida Total Integrated Enterprises, LLC (OTIE), authorized the Chairman or Vice Chairman of the Business Committee to execute the OTIE Operating Agreement, and transferred a capital contribution in the amount of \$180,000 from the FY-2007 budget to OTIE upon the execution of the OTIE Operating Agreement; and
- WHEREAS,** section 8.4 of the OTIE Operating Agreement indicates how net profits of the company are allocated; and
- WHEREAS,** OTIE acquired 8(a) certification under the U.S. Small Business Administration on April 4, 2008; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-04-26-08-J which approved a loan from the Oneida Nation to OTIE in the amount of \$200,000.00 for the purpose of acquiring TN & Associates Inc.; and
- WHEREAS,** on December 5, 2008, OTIE purchased TN & Associates Inc.; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-12-10-08-J which approved a loan from the Oneida Nation to OTIE pursuant to a Promissory Note in the amount of \$132,215.00 for the purpose of providing operating funds; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-02-23-08-A which amended the OTIE Operating Agreement to expand the Board of Managers from three members to five members; and
- WHEREAS,** on February 13, 2009, TN & Associates merged with OTIE; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-09-09-09-C which rescinded the promissory note authorized by resolution # BC-11-26-08-J and authorized the use of the \$6.2 million as equity, to be treated as a preferred investment and to be reimbursed to the Nation in full; in order to assist OTIE in developing sufficient equity to complete the purchase of TN&A and to obtain surety bonding for its governmental projects; and
- WHEREAS,** in 2009, OTIE returned \$132,215.00 to the Nation pursuant to the Promissory Note authorized by resolution # BC-12-10-08-J; and

- WHEREAS,** the Oneida Business Committee adopted Amendment #2 to the Operating Agreement for OTIE which, among other items, amended section 8.4.2 to reflect a change in a required payment to the Oneida Nation on an annual basis to a payment up to 75% of the net profit on an annual basis which allowed OTIE to retain profits which increased the financial stability of the corporation allowing it to grow equity for an increased and independent line of credit and bonding purposes; and
- WHEREAS,** in 2010, OTIE distributed \$500,000.00 in net profits to the Nation in accordance with the OTIE Operating Agreement; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-01-26-11-F which amended the Articles of Organization for OTIE for the purpose of adding Article XI which sets forth standardized corporate reporting requirements; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-03-14-12-C which established Oneida ESC Group, LLC (OESC), approved the OESC Operating Agreement, and deferred \$100,000 from the OTIE net profit distribution directly to OESC as startup funding; and
- WHEREAS,** in March 2013, OTIE distributed \$120,000 in net profits to the Nation in accordance with the OTIE Operating Agreement; and
- WHEREAS,** the Oneida Business Committee adopted resolution # BC-06-12-13-A which extended and renewed the Board of Managers' term of OTIE in order to ensure the OTIE Board of Managers remained consistent for the purpose of OESC acquiring OTIE as a subsidiary company; and
- WHEREAS,** in March 2014, OTIE distributed \$500,000 in net profit to the Nation in accordance with the OTIE Operating Agreement; and
- WHEREAS,** in March 2015, OTIE distributed \$200,000 in net profit to the Nation in accordance with the OTIE Operating Agreement; and
- WHEREAS,** in March 2016, OTIE distributed \$1,000,000 in net profit to the Nation in accordance with the OTIE Operating Agreement; and
- WHEREAS,** net profits distributed by OTIE to the Oneida Nation are deposited into the General Fund which is consistent with the receipt of all revenues of the Nation and as part of that process are identified as carry-over of unbudgeted funds to be utilized in the every other fiscal year budgeting process; and
- WHEREAS,** the Oneida Business Committee has made Economic Development and Diversification a priority of the Oneida Nation and desires to utilize funds returned from investment in corporate entities of the Nation for the purpose of developing future economic opportunities; and

NOW THEREFORE BE IT RESOLVED, that the Oneida Business Committee creates the Economic Development and Diversification set-aside to be made up of all return-of-investment funds distributed by OTIE to the Oneida Nation. The Economic Development and Diversification set-aside shall be managed as an investment by the Finance Department as directed by investment policies approved by the Treasurer and the Finance Committee until such time as the Oneida Business Committee approves Standard Operating Procedures for the use of the fund and/or until such time as an endowment is created under the Endowments law.

BE IT FUTHER RESOLVED, the initial funding of the Economic Development and Diversification Set Aside is the one million dollars (\$1,000,000) in net profits received in Fiscal Year 2016 from OTIE.

BE IT FUTHER RESOLVED, that the Tribal Treasurer will develop Standard Operating Procedures on how to access the Economic Development and Diversification Set Aside no later than December 1, 2016 which shall be approved by the Oneida Business Committee.

BE IT FINALLY RESOLVED, that starting with the July 2017 Semi-Annual General Tribal Council meeting, a report on the Economic Development and Diversification Set Aside shall be provided to the General Tribal Council at the Annual and Semi-Annual meetings as part of the Treasurer's report.

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 28th day of September, 2016; 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 Summers, Tribal Secretary
Oneida Business Committee

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

CANCELLED

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

[Empty text box]

Agenda Header: New Business

Accept as Information only

Action - please describe:

Enter E-Poll results into the record for approved exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock

3. Supporting Materials

Report Resolution Contract

Other:

1. E-mails with request and results

3. [Empty text box]

2. Comments made beyond a vote: JW, JK, LS

4. [Empty text box]

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Requestor: Jo Anne House, Chief Counsel
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Heather Heuer, Info. Mgmt. Spec./BC Support Office
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.



Oneida Business Committee Agenda Request

6. Cover Memo:

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

BACKGROUND

On Friday, December 16, 2016, at 2:15 p.m., the following E-Poll was conducted:

Summary:

The Oneida Nation supports the activities of the Standing Rock Sioux Tribe in their opposition to the DAPL. We have encouraged our members to support the Standing Rock Sioux Tribe in protecting the environment. As a result, our members have traveled to assist the Standing Rock Sioux Tribe to assist in their protest.

We support those members, but encourage them to listen to local officials when making announcements to protect themselves against the inclement severe weather. Those individuals out there should take their own health and safety as a priority. It is unfortunate that some members who have gone to support the Standing Rock Sioux Tribe did not leave in a timely manner. The Tribe has been asked to assist those individuals to obtain shelter for the evening and we have approved doing so.

We encourage all persons there, here at home, and around the world to take into account inclement weather and other dangers and plan accordingly.

Requested Action:

Approve an exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock.

Deadline for response:

Responses are due no later than 6:15 p.m., TODAY, December 16, 2016.

As of the deadline, below are the results:

Fawn Billie, Tehassi Hill, David Jordan, Trish King, Brandon Stevens, Lisa Summer, Jennifer Webster

Per section 5.4. of the BC SOP "Conducting Electronic Voting", attached are copies of any comment by an OBC member made beyond a vote.

REQUESTED BC ACTION

Enter E-Poll results into the record for approved exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock

- 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

BC_Agenda_Requests

From: TribalSecretary
Sent: Monday, December 19, 2016 9:06 AM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Jo A. House; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore
Subject: E-POLL RESULTS: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group
Attachments: Trish response.pdf; Lisa response.pdf; Jennifer response.pdf
Categories: New Meeting

E-POLL RESULTS

The E-Poll request to approve an exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock, **has been approved.** Below are the results:

Support: Fawn Billie, Tehassa Hill, David Jordan, Trish King, Brandon Stevens, Lisa Summers, Jennifer Webster

Per section 5.4. of the BC SOP "Conducting Electronic Voting", attached are copies of any comment by an OBC member made beyond a vote.

Heather Heuer

Information Management Specialist
 Business Committee Support Office (BCSO)

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From: TribalSecretary
Sent: Friday, December 16, 2016 2:15 PM
To: Brandon L. Yellowbird-Stevens <BSTEVEN@oneidanation.org>; Cristina S. Danforth <tdanfort@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Fawn J. Billie <fbillie@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Lisa M. Summers <LSUMMER2@oneidanation.org>; Melinda J. Danforth <MDANFORJ@ONEIDANATION.org>; Patricia M. King <TKING@ONEIDANATION.org>; Ronald W. Hill <RHILL7@oneidanation.org>
Cc: Jo A. House <JHOUSE1@oneidanation.org>; Brian A. Doxtator <BDOXTAT2@oneidanation.org>; Cathy L. Bachhuber <CBACHHUB@oneidanation.org>; Danelle A. Wilson <DWILSON1@ONEIDANATION.org>; Jessica L. Wallenfang <JWALLENF@oneidanation.org>; Leyne C. Orosco <lorosco@oneidanation.org>; Lisa A. Liggins <liggins@oneidanation.org>; Lora L. Skenandore <LSKENAN3@oneidanation.org>; Michael T. Debraska <mdebrask@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Tammy M. Skenandore <tskenan9@oneidanation.org>
Subject: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group
Importance: High

E-POLL REQUEST

Summary:

The Oneida Nation supports the activities of the Standing Rock Sioux Tribe in their opposition to the DAPL. We have encouraged our members to support the Standing Rock Sioux Tribe in protecting the environment. As a result, our members have traveled to assist the Standing Rock Sioux Tribe to assist in their protest.

We support those members, but encourage them to listen to local officials when making announcements to protect themselves against the inclement severe weather. Those individuals out there should take their own health and safety as a priority. It is unfortunate that some members who have gone to support the Standing Rock Sioux Tribe did not leave in a timely manner. The Tribe has been asked to assist those individuals to obtain shelter for the evening and we have approved doing so.

We encourage all persons here, here at home, and around the world to take into account inclement weather and other dangers and plan accordingly.

Requested Action:

Approve an exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock.

Deadline for response:

Responses are due no later than **6:15 p.m., TODAY, December 16, 2016.**

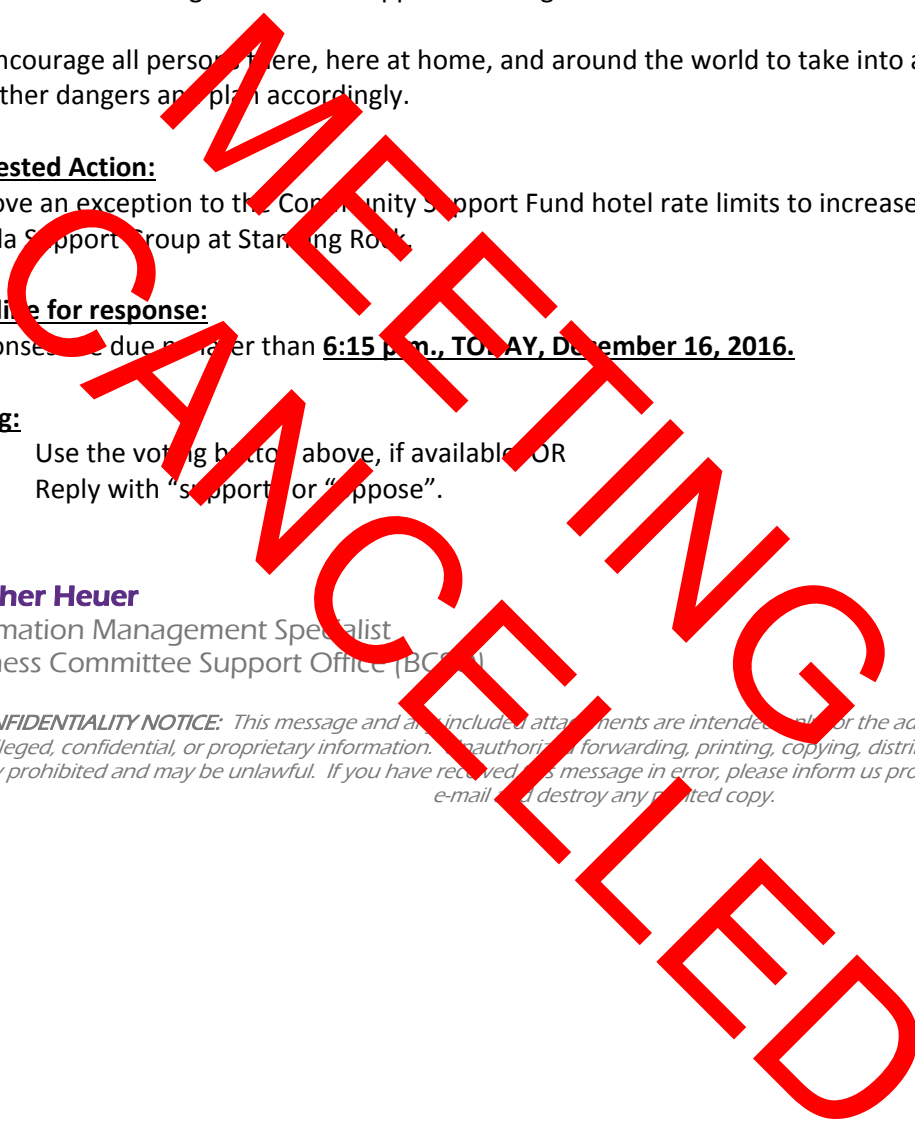
Voting:

1. Use the voting button above, if available. OR
2. Reply with "support" or "oppose".

Heather Heuer

Information Management Specialist
Business Committee Support Office (BCSO)

CONFIDENTIALITY NOTICE: This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.



Heather M. Heuer

From: Jennifer A. Webster
Sent: Friday, December 16, 2016 2:20 PM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Jo A. House; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore
Subject: RE: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group

Support,
 Pls note that this is for 4 rooms.

From: TribalSecretary
Sent: Friday, December 16, 2016 2:15 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Jo A. House; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore
Subject: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group
Importance: High

E-POLL REQUEST**Summary:**

The Oneida Nation supports the activities of the Standing Rock Sioux Tribe in their opposition to the DAPL. We have encouraged our members to support the Standing Rock Sioux Tribe in protecting the environment. As a result, our members have traveled to assist the Standing Rock Sioux Tribe to assist in their protest.

We support those members, but encourage them to listen to local officials when making announcements to protect themselves against the inclement severe weather. Those individuals out there should take their own health and safety as a priority. It is unfortunate that some members who have gone to support the Standing Rock Sioux Tribe did not leave in a timely manner. The Tribe has been asked to assist those individuals to obtain shelter for the evening and we have approved doing so.

We encourage all persons there, here at home, and around the world to take into account inclement weather and other dangers and plan accordingly.

Requested Action:

Approve an exception to the Community Support Fund hotel rate limits to increase the limit to \$100 for the Oneida Support Group at Standing Rock.

Deadline for response:

Responses are due no later than **6:15 p.m., TODAY, December 16, 2016.**

Voting:

1. Use the voting button above, if available; OR
2. Reply with "support" or "oppose".

Heather M. Heuer

From: Patricia M. King
Sent: Friday, December 16, 2016 2:22 PM
To: Jennifer A. Webster
Cc: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Lisa M. Summers; Melinda J. Danforth; Ronald W. Hill; Jo A. House; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Oroasco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore
Subject: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group

Support the request up to 4 rooms.

Sent from my iPhone

On Dec 16, 2016, at 2:20 PM, Jennifer A. Webster <JWEBST11@oneidanation.org> wrote:

Support,
 Pls note that this is for 4 rooms.

From: TribalSecretary
Sent: Friday, December 16, 2016 2:21 PM
To: Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Jo A. House; Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Oroasco; Lisa A. Liggins; Lora L. Skenandore; Michael T. Debraska; Rhiannon R. Metoxen; Tammy M. Skenandore
Subject: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group
Importance: High

E-POLL REQUEST**Summary:**

The Oneida Nation supports the activities of the Standing Rock Sioux Tribe in their opposition to the DAPL. We have encouraged our members to support the Standing Rock Sioux Tribe in protecting the environment. As a result, our members have traveled to assist the Standing Rock Sioux Tribe to assist in their protest.

We support those members, but encourage them to listen to local officials when making announcements to protect themselves against the inclement severe weather. Those individuals out there should take their own health and safety as a priority. It is unfortunate that some members who have gone to support the Standing Rock Sioux Tribe did not leave in a timely manner. The Tribe has been asked to assist those individuals to obtain shelter for the evening and we have approved doing so.

We encourage all persons there, here at home, and around the world to take into account inclement weather and other dangers and plan accordingly.

Requested Action:

Heather M. Heuer

From: Lisa M. Summers
Sent: Friday, December 16, 2016 2:50 PM
To: TribalSecretary
Subject: RE: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group

Support, noting the request is for 4 rooms.

Sent from my Samsung Galaxy smartphone.

----- Original message -----

From: TribalSecretary <TribalSecretary@oneidanation.org>
Date: 12/16/16 2:15 PM (GMT-06:00)
To: "Brandon L. Fenowold-Stevens" <bstevens@oneidanation.org>, "Cristina S. Danforth" <tdanfort@oneidanation.org>, "David P. Jordan" <djordan1@oneidanation.org>, "Fawn J. Billie" <fbillie@oneidanation.org>, "Jennifer A. Webster" <JWEBSTER@oneidanation.org>, "Lisa M. Summers" <lsommer2@oneidanation.org>, "Melinda J. Danford" <mdanforj@oneidanation.org>, "Patricia M. King" <tking@oneidanation.org>, "Ronald Y. Hill" <rhill7@oneidanation.org>
Cc: "Jo A. House" <jhouse1@oneidanation.org>, "Brian A. Dextator" <bdextat2@oneidanation.org>, "Cathy L. Bachhuber" <CBACHHUB@oneidanation.org>, "Danelle A. Wilson" <dwilson1@oneidanation.org>, "Jessica L. Wallenfang" <JWALLEN@oneidanation.org>, "Leyla C. Cosco" <lorosco@oneidanation.org>, "Lisa A. Liggins" <lliggins@oneidanation.org>, "Lora L. Skenandore" <LSKENAN3@oneidanation.org>, "Michael T. Debraska" <mdebrask@oneidanation.org>, "Rhiannon R. Metoxe" <rmetoxe2@oneidanation.org>, "Tammy M. Skenandore" <tskenan9@oneidanation.org>
Subject: E-POLL REQUEST: Approve exception to the Community Support Fund hotel rate limits re: Oneida Standing Rock Support Group

E-POLL REQUEST**Summary:**

The Oneida Nation supports the activities of the Standing Rock Sioux Tribe in their opposition to the DAPL. We have encouraged our members to support the Standing Rock Sioux Tribe in protecting the environment. As a result, our members have traveled to assist the Standing Rock Sioux Tribe to assist in their protest.

We support those members, but encourage them to listen to local officials when making announcements to protect themselves against the inclement severe weather. Those individuals out there should take their own health and safety as a priority. It is unfortunate that some members who have gone to support the Standing Rock Sioux Tribe did not leave in a timely manner. The Tribe has been asked to assist those individuals to obtain shelter for the evening and we have approved doing so.

We encourage all persons there, here at home, and around the world to take into account inclement weather and other dangers and plan accordingly.

Requested Action:

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

[Empty text box]

Agenda Header: New Business

Accept as Information only

Action - please describe:

Approve revised 2017 Quarterly Reporting Schedule

3. Supporting Materials

Report Resolution Contract

Other:

1. revised 2017 Quarterly Reporting Schedule 3. [Empty]

2. DRAFT Memo to BCC, Corp Brd, Stnd'g Comm 4. [Empty]

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Lisa Summers, Tribal Secretary

Primary Requestor/Submitter: Lisa Liggins, Executive Assistant II
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:

BACKGROUND

The OBC originally approved the 2017 Quarterly Reporting schedule on October 12, 2016. Notice to the entities was withheld due to a request for the OBC to consider changes to that schedule.

At the December 20, 2016, BC work meeting, the BC agreed to add an additional meeting to their Regular Meeting Schedule. This new, regular meeting is to be held on a quarterly basis in the months of January, April, July and October. The purpose of this new, regular meeting is to address quarterly reports from the Nation's Boards, Committees, and Commissions from the Nation's Corporate Boards, and from the Standing Committees of the OBC.

The attached 2017 Quarterly Reporting Schedule reflects the changes approved by the OBC.

Draft correspondence to the entities has been included for your reference.

REQUESTED ACTION

Approve revised 2017 Quarterly Reporting Schedule.

- 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

BCC's, Corporate Boards, and OBC Standing Committees 2017 Quarterly Reporting Schedule – Regular Session

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 17	Jan 26	Apr 18	Apr 27	Jul 18	Jul 27	Oct 17	Oct 26
Entity Name				Scheduled Time			
Oneida Nation Arts Board				8:00 a.m.			
Anna John Resident Center Care Community Board				8:15 a.m.			
Oneida Child Protective Board				8:30 a.m.			
Oneida Environmental Resource Board				8:45 a.m.			
Oneida Community Library Board				9:00 a.m.			
Oneida Personnel Commission				9:15 a.m.			
Oneida Police Commission				9:30 a.m.			
Oneida Pow-wow Committee				9:45 a.m.			
BREAK – 10:00 a.m.							
Southeastern Oneida Tribal Services Advisory Board				10:15 a.m.			
Oneida Nation Veterans Affairs Committee				10:30 a.m.			
Oneida Nation Commission on Aging				10:45 a.m.			
Oneida Gaming Commission				11:00 a.m.			
Oneida Election Board				11:15 a.m.			
Oneida Land Claims Commission				11:30 a.m.			
BREAK – 12:45 a.m.							
Oneida Land Commission				1:15 p.m.			
Oneida Nation School Board				1:30 p.m.			
Oneida Airport Hotel Corporation ¹				1:45 p.m.			
Oneida Golf Enterprise				2:00 p.m.			
Bay Bancorporation, Inc.				2:15 p.m.			
Oneida ESC Group, LLC				2:30 p.m.			
Oneida Total Integrated Enterprises, LLC				2:45 p.m.			
Oneida Seven Generations Corporation				3:00 p.m.			
BREAK – 3:15 p.m.							
Audit Committee				3:30 p.m.			
Community Development Planning Committee				3:45 p.m.			
Legislative Operating Committee				4:00 p.m.			
Quality of Life Committee				4:15 p.m.			
Finance Committee				4:30 p.m.			

¹ Corporate Boards will provide Narrative reports. Financial reports will be submitted in executive session.

Corporate Boards

2017 Quarterly Reporting Schedule – Executive Session

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	Exec Session Date	Submission Deadline	Exec Session Date	Submission Deadline	Exec Session Date	Submission Deadline	Exec Session Date
Jan 17	Jan 24	Apr 18	Apr 25	Jul 18	Jul 25	Oct 17	Oct 24

Entity Name	Scheduled Time
Oneida Airport Hotel Corporation	8:30 a.m.
Oneida Golf Enterprise	9:00 a.m.
Bay Bar Corporation, Inc.	9:30 a.m.
BREAK – 10:00 a.m.	
Oneida ESC Group, LLC	10:15 a.m.
Oneida Total Integrated Enterprises, LLC	10:45 a.m.
Oneida Seven Generations Corporation	11:15 a.m.

Memorandum

TO: Boards, Committees, and Commissions
Corporate Boards
OBC Standing Committees

FROM: Lisa Schmitter, Secretary

DATE: December 28, 2016

RE: 2017 Quarterly Reporting Schedule

This correspondence is intended to provide you notice of the 2017 Quarterly Reporting Schedule.

Changes for 2017

At the December 20, 2016 Oneida Business Committee (OBC) work meeting, the OBC agreed to add an additional meeting to their Regular Meeting Schedule. This new, regular meeting will be held on the **fourth Thursday** of January, April, July and October. The purpose of this new, regular meeting is to address quarterly reports from the Nation's Boards, Committees, and Commissions, from the Nation's Corporate Boards, and from the Standing Committees of the OBC.

As a result of this decision, the Oneida Business Committee adopted OBC Resolution <<insert resolution # here>>, attached. The goal of this change is to improve the quarterly reporting process for both the entities reporting and the OBC.

2017 Quarterly Reporting Schedule

The attached 2017 Quarterly Reporting Schedule reflects the changes approved by the OBC. It includes the reporting period, submission deadline, OBC meeting date, and a **scheduled time** for the 2017 quarterly reports.

Submission Process

As before, quarterly reports must be submitted via the BC Agenda Request process. In addition, please “cc:” TribalSecretary@oneidation.org. Questions or additional information regarding BC Agenda Request process may be directed to BC_Agenda_Requests@oneidation.org.

Lastly, I appreciate your continued efforts to improve the quarterly reports and the efforts made to adhere to the reporting schedule. I, and the rest of the Business Committee, look forward to reviewing each of your reports in the coming year.

YawΛ?kó·

Enclosure(s): 2017 Quarterly Reporting Schedule(s)

CC: BCC File, Corporate Board File, Standing Committee File

Boards, Committees, & Commissions (Appointed) 2017 Quarterly Reporting Schedule

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 17	Jan 26	Apr 3	Apr 27	Jul 18	Jul 27	Oct 17	Oct 26

Entity Name	Scheduled Time
Arts Board	8:00 a.m.
MRCCC	8:15 a.m.
Child Protective Board	8:30 a.m.
ERB	8:45 a.m.
Library	9:00 a.m.
Personnel Commission	9:15 a.m.
Police Commission	9:30 a.m.
Powwow Committee	9:45 a.m.
BREAK – 10:00 a.m.	
SEOTS	10:15 a.m.
Veterans Affairs	10:30 a.m.

Boards, Committees, & Commissions (Elected) 2017 Quarterly Reporting Schedule

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 17	Jan 26	Apr 18	Apr 27	Jul 18	Jul 27	Oct 17	Oct 26

Entity Name	Scheduled Time
Oneida Nation Commission on Aging	10:45 a.m.
Oneida Gaming Commission	11:00 a.m.
Oneida Election Board	11:15 a.m.
Oneida Land Claims Commission	11:30 a.m.
BREAK - 11:45 a.m.	
Oneida Land Commission	1:15 p.m.
Oneida Nation School Board	1:30 p.m.

Corporate Boards 2017 Quarterly Reporting Schedule

Execution Session – Financial Reporting

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	Exec Session Date	Submission Deadline	Exec Session Date	Submission Deadline	Exec Session Date	Submission Deadline	Exec Session Date
Jan 17	Jan 24	Apr 18	Apr 25	Jul 18	Jul 25	Oct 17	Oct 24

Entity Name	Scheduled Time
Oneida Airport Hotel Corp	8:30 a.m.
Oneida Golf Enterprise	9:00 a.m.
Bay Bancorporation	9:30 a.m.
BREAK – 10:00 a.m.	
Oneida ESC Group LLC	10:15 a.m.
OTIE	10:45 a.m.
OSG	11:15 a.m.

Regular Session – Narrative Reporting

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 17	Jan 26	Apr 18	Apr 27	Jul 18	Jul 27	Oct 17	Oct 26

Entity Name	Scheduled Time
Oneida Airport Hotel Corp	1:45 p.m.
Oneida Golf Enterprise	2:00 p.m.
Bay Bancorporation	2:15 p.m.
Oneida ESC Group LLC	2:30 p.m.
OTIE	2:45 p.m.
OSG	3:00 p.m.

OBC Standing Committees 2017 Quarterly Reporting Schedule

FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 17	Jan 26	Apr 18	Apr 27	Jul 18	Jul 27	Oct 17	Oct 26

Entity Name	Scheduled Time
Audit Committee	3:30 p.m.
Community Development Planning Committee	3:45 p.m.
Legislative Operating Committee	4:00 p.m.
Quality of Life Committee	4:15 p.m.
Finance Committee	4:30 p.m.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:
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:

BACKGROUND

At the December 20, 2016, Oneida Business Committee (OBC) work meeting, the OBC reviewed the 2017 Reporting Schedule and few changes were agreed upon.

First, quarterly reports from the nine (9) main areas will be split between two OBC meetings.

Second, the reporting schedule structure has changed for the following positions: Organizational Development Specialist, Emergency Management Director, Ombudsman, and the Self-Governance Coordinator. These four (4) Direct Reports are to provide a written/email report to the full OBC, all nine (9) members, two (2) times per month or about every two weeks.

Reporting for Chief Counsel, Intergovernmental Affairs and Communications Director, Chief Financial Officer, and Gaming General Manager remain unchanged.

Draft correspondence to the OBC Direct Reports has been included for your reference.

REQUESTED ACTION

Approve 2017 Reporting Schedule for OBC Direct Reports.

- 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

OBC DIRECT REPORTS 2017 Reporting Schedule

Reporting at regular OBC meetings												
	FY-17 Q1 Report (Oct '16-Dec '16)		FY-17 Q 2 Report (Jan '17-Mar '17)		FY-17 Q 3 Report (Apr '17-Jun '17)		FY-17 Q 4 Report (Jul '17-Sep '17)					
	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date		
Comp. Health	Jan 17	Jan 25	Apr 18	Apr 26	Jul 18	Jul 26	Oct 17	Oct 25				
Development	Jan 17	Jan 25	Apr 18	Apr 26	Jul 18	Jul 26	Oct 17	Oct 25				
E.H. & S.	Jan 17	Jan 25	Apr 18	Apr 26	Jul 18	Jul 26	Oct 17	Oct 25				
Gov't Services	Jan 17	Jan 25	Apr 18	Apr 26	Jul 18	Jul 26	Oct 17	Oct 25				
Housing	Jan 31	Feb 8	May 2	May 10	Aug 1	Aug 9	Oct 31	Nov 8				
H.R.	Jan 31	Feb 8	May 2	May 10	Aug 1	Aug 9	Oct 31	Nov 8				
Internal Svc.	Jan 31	Feb 8	May 2	May 10	Aug 1	Aug 9	Oct 31	Nov 8				
Land	Jan 31	Feb 8	May 2	May 10	Aug 1	Aug 9	Oct 31	Nov 8				
Retail	Jan 31	Feb 7 & 8	May 2	May 9 & 10	Aug 1	Aug 8 & 9	Oct 31	Nov 7 & 8				
Reporting to OBC via written report/e-mail												
Org. Dev. Spec.	Two times each month											
Emerg. Mgmt.	Two times each month											
Ombudsman	Two times each month											
Self-Gov.	Two times each month											
Reporting at regular OBC meetings in Executive Session Only												
Chief Counsel	Each regular OBC meeting											
I.G.A. & C.	2 nd regular OBC meeting of the month											
	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
C.F.O.	Feb 14	Feb 22	Apr 18	Apr 26	Jun 20	Jun 28	Aug 15	Aug 23	Oct 17	Oct 25	Dec 19	Dec 27
Gaming G.M.	Jan 17	Jan 25	Mar 14	Mar 22	May 16	May 24	Jul 18	Jul 26	Sep 19	Sep 27	Nov 14	Nov 22

Memorandum

TO: Direct Reports of the Oneida Business Committee

FROM: Lisa Summers, Secretary

CC: Oneida Business Committee

DATE: December 28, 2016

RE: 2017 Reporting Schedule for OBC Direct Reports

This correspondence is intended to provide you notice of the 2017 Reporting Schedule for OBC Direct Reports.

Changes for 2017

At the December 20, 2016, Oneida Business Committee (OBC) work meeting, the OBC reviewed the 2017 Reporting Schedule and few changes were agreed upon.

First, quarterly reports from the nine (9) main areas will be split between two OBC meetings.

Second, the reporting schedule/structure has changed for the following positions: Organizational Development Specialist, Emergency Management Director, Oneida Boardman, and the Self-Governance Coordinator. These four (4) Direct Reports are to provide a written/email report to the full OBC, all nine (9) members, two (2) times per month or about every two weeks.

The goal of these changes is to improve the quarterly reporting process for both the entities reporting and the OBC.

Please note: Reporting for Chief Counsel, Intergovernmental Affairs and Communications Director, Chief Financial Officer, and Gaming General Manager remain unchanged.

2017 Reporting Schedule and Submission Process

The attached 2017 Reporting schedule reflects the changes approved by the OBC.

As before, reports which will be accepted at an OBC meeting must be submitted via the BC Agenda Request process. Questions or additional information regarding BC Agenda Request process may be directed to BC_Agenda_Requests@oneidanation.org.

For those submitting reports two times each month, the reports must be submitted via email to the full OBC.

Lastly, I appreciate your continued efforts. I, and the rest of the Business Committee, look forward to reviewing each of your reports in the coming year.

Yawλ'k

Enclosure(s): 2017 Reporting Schedule for OBC Direct Reports

CC: Direct Reports F

CANCELLED

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~/~~7~~/~~14~~ / ~~14~~/~~7~~/~~16~~

2. General Information:

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

[Empty text box]

Agenda Header: Travel Report

[Text box containing "Travel Report"]

Accept as Information only

Action - please describe:

Approval of Travel Report for TTAG meeting held in Washington D.C. November 2-3, 2016

[Text box containing "Approval of Travel Report for TTAG meeting held in Washington D.C. November 2-3, 2016"]

3. Supporting Materials

Report Resolution Contract

Other:

1. 11-2-16 TTAG Travel Report from MJD

[Text box containing "11-2-16 TTAG Travel Report from MJD"]

3. [Empty text box]

2. 2017 TTAG schedule

[Text box containing "2017 TTAG schedule"]

4. [Empty text box]

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Melinda J. Danforth, Tribal Vice Chairwoman

[Text box containing "Melinda J. Danforth, Tribal Vice Chairwoman"]

Primary Requestor/Submitter:

Your Name, Title / Dept. or Tribal Member

[Text box for primary requestor information]

Additional Requestor:

Name, Title / Dept.

[Text box for additional requestor information]

Additional Requestor:

Name, Title / Dept.

[Text box for additional requestor information]

Oneida Business Committee Agenda Request

6. Cover Memo:

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

Respectfully requesting the Oneida Business Committee to approve my travel report for my attendance to the Tribal Technical Advisory Group meeting in Washington D.C. November 2-3, 2016.

Please note that I am the Midwest region's representative.

CANCELLED

- 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

BUSINESS COMMITTEE TRAVEL REPORT



Traveler Name: Melinda J. Danforth
Enter name(s) of other Travelers OR [SPACE BAR] to delete

Travel Event: Medicare, Medicaid and Health Reform Policy
Committee (MMPC) & Tribal Technical Advisory
Group (TTAG)

Travel Location: Washington D.C.

Departure Date: 11/02/2016 **Return Date:** 11/03/2016

Projected Cost: \$824.70 **Actual Cost:** \$676.31 **

Date Travel was Approved by OBC: 09/24/2014

Narrative/Background:
MMPC & TTAG Purpose

The Medicare, Medicaid and Health Reform Policy Committee (MMPC) is a standing committee of the National Indian Health Board (NIHB) with the purpose of providing technical support to the TTAG. TTAG is a group codified by the AIRA of 2009 and is composed of formally appointed representatives from each Indian Health Service (IHS) area as well as from specific national Indian organizations such as the National Indian Health Board. TTAG advises the Centers for Medicare and Medicaid Services (CMS) on Indian issues related to Medicare, Medicaid, the Children's Health Insurance Program (CHIP), and any other health care program funded by CMS.

MMPC's focus is on the Affordable Care Act (ACA) and Indian Health Improvement Act (IHICA) health policy issues, regulation review, and the development of draft positions with the greatest opportunities and highest priority of the Indian Health System. MMPC also acts as a national forum to identify, discuss, advise and act on issues that will improve the health of American Indians and Alaska Natives.

TTAG Strategic Goals for 2013-2018

TTAG Strategic goals for 2013-2018 are as follows;

1. CMS engages in meaningful **consultation** with Tribes and works closely with the TTAG.
 2. CMS enacts and implements **policy** through regulation, guidance, review and enforcement to align CMS programs to serve AI/ANs by improving enrollment processes, assuring access to care, having efficient payment systems, and increasing the I/T/U capacity to deliver integrated, comprehensive programs.
 3. CMS improves and expands opportunities for development and delivery of **Long Term Services and Support** throughout Indian communities.
 4. Through **outreach and enrollment** activities, all I/T/U programs are fully informed about CMS programs and AI/ANs know about benefits to which they are entitled.
- Develop and improve CMS **data systems to evaluate** and expand the capacity of CMS to serve American Indians and Alaska Natives.

The entire strategic plan can be found at <http://www.nihb.org/tribalhealthreform/wp-content/uploads/2013/02/AIAN-Strategic-Plan-Eval-FINAL-2-20-2014.pdf>

Meeting Highlights

1. **Presidential Elections.** The Presidential elections were discussed heavily both at MMPC and TTAG as the presidential candidates both had differing views surrounding the Affordable Care Act (ACA). Hillary Clinton proposes some changes to the ACA that would address the rising cost of insurance in the market places while Donald Trump proposes to repeal the ACA in its entirety. The Tribes were very concerned with either proposal as changes to the ACA need to take in to consideration AI/AN issues such as the definition of Indian, zero cost sharing provisions, exemptions, etc. The repeal of the ACA is a very huge concern as the Indian Health Care Improvement Act (IHCIA) is contained with the ACA legislation. The IHCIA is the legislation that authorizes health care to American Indians and Alaskan Natives.
2. **Social Security Number Removal Initiative.** When the Medicare Access and CHIP Reauthorization Act was approved by Congress it mandated that social security numbers be removed from Medicare cards in order to address identity theft issues. The deadline to have this complete will be April 2019. CMS reported that it will begin issuing new cards in April 2018 in a phased approach whereby 150 million cards will be distributed year 1 and then approximately 60-90 million thereafter. There will be 24 months whereby an individual will be able to utilize either the old card or the new card. This change will have an impact on our tribal membership enrolled in Medicare and also our EMR and data systems at the Oneida Health Center, AJRCCC and Behavioral Health. Along with being informed on the changes as this initiative is being implemented, the Tribes want CMS to ensure that the data exchange between IHS and the Social Security Administration continues to occur as the majority of tribal health facilities utilize the data map that is produced from the Social Security Administration.

3. Medicare Diabetes Prevention Program (DPP). The Tribes are concerned about CMS imposing CDC's requirements for "evidence based programming" and the application of CDC guidelines because they would be too limiting for Tribes. I/T/U's Special Diabetes programs for Indians (SDPI) has been successful and in operation for years. Tribes requested that the current SDPI tribal programming would be grandfathered in.
4. CMS Helpdesk for Marketplace Enrollment Assistance. CMS' helpdesk representatives are not very knowledgeable about the special provisions provided to AI/AN and often the advice that is given to the customer is wrong. Tribes have continued to advocate for an Indian Call Center or dedicated expert representatives just for AI/AN population. CMS has responded that it is cost prohibitive for a dedicating call center, but committed to retrain the representatives.
5. CMS Leadership Changes. Timothy Hill and Deidre Gifford are now the Deputy Directors of CMCS. Kevin Counihan is the CEO, Marketplace & Director of CCIO. The Tribes requested that the CMS leadership continue to value the work of TTAG and recognize the role we play in advising CMS of AI/AN issues.
6. Tribal Operated Waiver (WI). I spoke with Kitty Marx relating to the tribal waiver that will be submitted in December by the State of WI. There is indication that Region 5 CMS is once again misinterpreting the waiver. In an effort to head off this problem, Kitty will meet with Region 5 CMS to ensure they are on the same page for when the waiver is submitted.

Also attached is the schedule for upcoming TTAG meetings. I am requesting the Oneida Business Committee to approve my attendance at the February and July 2017 meetings.

Item(s) Requiring Attention:

Continue to monitor the legislative

** Note: Federal government will reimburse all expenses related to my airfare, taxi and per diem. Expenses associated with CMPC are not reimbursable.

Requested Action:

1. Accept the report and closeout the travel.
2. Requesting approval to attend the February 2017 and July 2017 TTAG meetings in Washington DC.

Tribal Technical Advisory Group

To the Centers for Medicare & Medicaid Services

c/o National Indian Health Board 910 Pennsylvania Avenue, SE Washington, DC 20003 (202) 507-1070 (202) 507-1071 fax

TTAG Conference Calls and Face to Face Meetings for 2017	
The Centers for Medicare & Medicaid Services Tribal Technical Advisory Group (CMS TTAG)	
Date / Event	Location
January 11, 2017: Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 995 869 158
February 22-23, 2017 Face to Face Meeting	Holiday Inn Capitol 550 C Street, SW Washington, DC 20024
April 12, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 991 559 727
June 14, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 999 301 018
July 18-19, 2017 Face to Face Meeting	CMS Central Office Baltimore, MD
September 13, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 999 275 693
October 11, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 999 893 821
November Date TBD Face to Face Meeting	TBD

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~ / ~~14~~ / ~~16~~

2. General Information:

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

[Empty text box]

Agenda Header:

- Accept as Information only
- Action - please describe:

Enter E-Poll results into the record for failed travel request - Seven (7) DOLM employees and one (1) Law Office employee to attend the BIA Midwest Region Real Estate Services Technical Guidance and Training - Prior Lake, MN - December 12-15, 2016

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: Submitted by: Heather Heuer, Info. Mgmt. Spec./BC Support Office
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:

BACKGROUND

On Tuesday, November 22, 2016, at 2:46 p.m., the following E-Poll was conducted:

This request is regarding the Midwest Region Real Estate Services Technical Guidance and Training, scheduled December 13-15, 2016, in Prior Lake, MN, held by the BIA. The Division of Land Management (DOLM) is requesting to send seven (7) DOLM employees and one (1) Law Office employee to this conference. The conference itself is free. Costs will be needed for gas, per diem, and the hotel stay. The costs will be paid from the Estate Planning Self-Governance BIA grant funds, Fund Unit #5275720. Travel days will be Monday, December 12 and Friday, December 16, 2016. Driving takes 5 hours, totaling 6 with an hour for breaks. Each employee will need to work 4 hours for the week or use personal/vacation time. Five (5) people are driving in the DOLM van. Two (2) people are taking a personal car and one (1) person is driving from Milwaukee in their own personal car. They will each need a room for four (4) nights.

This training will provide technical assistance dealing with the new policy on Fee-to-Trust, Title evidence review (adding discussion regarding Notice of Decision-termination factors) ROW, Reservations Proclamations, Trust mortgages, and HEARTH Act. Each person going works directly with the BIA in a different capacity as well as with different BIA staff members. DOLM takes every opportunity possible to meet with the BIA. This impacts how we provide realty services on trust land to the Oneida Nation members. The notice of the invitation for this training was received on November 3, 2016. Nicole Rommel was responsible to negotiate the logistics of the staff attending the training. She tried to have this completed for the Business Committee meeting of November 23, 2016. She was not able to get this completed until November 27, 2016. This is not a health, safety, welfare or sovereign immunity issue so does not qualify to be added onto the November 23, 2016 agenda. The training is held the week of the next Business Committee meeting, therefore an e-poll is requested.

Requested Action:

Approve travel request in accordance with Travel & Expense Policy – Seven (7) DOLM employees and one (1) Law Office employee to attend the BIA Midwest Region Real Estate Services Technical Guidance and Training in Prior Lake, MN from December 12-15, 2016.

Deadline for Response:

Responses are due no later than 2:40 a.m. on Wednesday, November 23, 2016.

As of the deadline, below are the responses:

Support: David Jordan, Lisa Summers, Jennifer Webster

REQUESTED BC ACTION

Enter E-Poll results into the record for failed travel request - Seven (7) DOLM employees and one (1) Law Office employee to attend the BIA Midwest Region Real Estate Services Technical Guidance and Training - Prior Lake, MN - December 12-15, 2016

- 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

Heather M. Heuer

From: TribalSecretary
Sent: Wednesday, November 23, 2016 8:29 AM
To: TribalSecretary; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; David P. Jordan; Fawn J. Billie; Jennifer A. Webster; Lisa M. Summers; Melinda J. Danforth; Patricia M. King; Ronald W. Hill
Cc: Brian A. Doxtator; Cathy L. Bachhuber; Danelle A. Wilson; Jessica L. Wallenfang; Leyne C. Orosco; Lisa A. Liggins; Lora L. Skenandore; Rhiannon R. Metoxen; Debbie J. Melchert; BC_Agenda_Requests
Subject: E-POLL RESULTS: Travel - 7 DOLM employees & 1 Law employee - Real Estate Service Guidance & Training - Prior Lake, MN - Dec. 12-15, 2016
Attachments: E-POLL request - 7 DOLM and 1 Law - Midwest Region Technical Training -pdf
Categories: New Meeting

E-POLL RESULTS

The E-Poll request for approval of a travel request in accordance with the Travel & Expense Policy – Seven (7) DOLM employees and one (1) Law Office employee to attend the BIA Midwest Region Real Estate Services Technical Guidance and Training in Prior Lake, MN from December 12-15, 2016 has failed due to lack of support. Below are the results:

Support: David Jordan, Lisa Summers, Jennifer Webster

Heather Heuer

Information Management Specialist
 Business Committee Support Office (BCSO)



office 920.869.4421
 cell 920.471.5002
 fax 920.869.4040

From: TribalSecretary
Sent: Tuesday, November 22, 2016 2:46 PM
To: Brandon L. Yellowbird-Stevens <BSTEVEN@oneidanation.org>; Cristina S. Danforth <tdanfort@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Fawn J. Billie <fbillie@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Lisa M. Summers <LSUMMER2@oneidanation.org>; Melinda J. Danforth <MDANFORJ@ONEIDANATION.org>; Patricia M. King <TKING@ONEIDANATION.org>; Ronald W. Hill <RHILL7@oneidanation.org>
Cc: Brian A. Doxtator <BDOXTAT2@oneidanation.org>; Cathy L. Bachhuber <CBACHHUB@oneidanation.org>; Danelle A. Wilson <DWILSON1@ONEIDANATION.org>; Jessica L. Wallenfang <JWALLENF@oneidanation.org>; Leyne C. Orosco <lorosco@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Lora L. Skenandore <LSKENAN3@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>
Subject: E-POLL REQUEST: Travel - 7 DOLM employees & 1 Law employee - Real Estate Service Guidance & Training - Prior Lake, MN - Dec. 12-15, 2016
Importance: High

E-POLL REQUEST**Summary**

This request is regarding the Midwest Region Real Estate Services Technical Guidance and Training, scheduled December 13-15, 2016, in Prior Lake, MN, held by the BIA. The Division of Land Management (DOLM) is requesting to send seven (7) DOLM employees and one (1) Law Office employee to this conference.

The conference itself is free. Costs will be needed for gas, per diem, and the hotel stay. The costs will be paid from the Estate Planning Self-Governance BIA grant funds, Fund Unit #5275720. Travel days will be Monday, December 12 and Friday, December 16, 2016. Driving takes 5 hours, totaling 6 with an hour for breaks. Each employee will need to work 4 hours for the week or use personal/vacation time. Five (5) people are driving in the DOLM van. Two (2) people are taking a personal car and one (1) person is driving from Milwaukee in their own personal car. They will each need a room for four (4) nights.

This training will provide technical assistance dealing with the new policy on Fee-to-Trust, Title evidence review (adding discussion regarding Notice of Decision-determination factors) ROW, Reservations Proclamations, Trust mortgages, and the EARTH Act.

Each person going works directly with the BIA in a different capacity as well as with different BIA staff members. DOLM takes every opportunity possible to meet with the BIA. This impacts how we provide realty services on Trust land to the Oneida Nation members.

The notice of the invitation for this training was received on November 3, 2016. Nicole Rommel was responsible to negotiate the logistics of the staff attending the training. She tried to have this completed for the Business Committee meeting of November 23, 2016. She was not able to get things situated until November 22, 2016. This is not a health, safety, welfare or sovereign immunity issue so does not qualify to be added onto the November 23, 2016 agenda. The training is held the week of the next Business Committee meeting, therefore an E-poll is requested.

Requested Action:

Approve travel request in accordance with Travel & Expense Policy – Seven (7) DOLM employees and one (1) Law Office employee to attend the BIA Midwest Region Real Estate Services Technical Guidance and Training in Prior Lake, MN from December 12-15, 2016.

Deadline for Response:

Responses are due no later than **2:40 a.m. on Wednesday, November 23, 2016.**

Voting:

1. Use the voting buttons above, if available, OR
2. Reply with “support” or “oppose”

Heather Heuer

Information Management Specialist
Business Committee Support Office (BCSO)



office 920.869.4421
cell 920.471.5002

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 11 / 30 / 16

2. General Information:

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

Other - type reason

Agenda Header: Travel Request

Accept as Information only

Action - please describe:

E-poll requested.

Approve a procedural exception to the Travel SOP by allowing seven DOLM employees and one Law Office employee to this conference.

3. Supporting Materials

Report Resolution Contract

Other:

1. Director approved memo and travel forms

3.

2. BIA invite letter, save the date, and DRAFT agenda

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution

Budgeted - Grant Funded

Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Lisa Summers, Tribal Secretary

Primary Requestor/Submitter:

Nicole Rommel, Finance and Records Area Manager, DOLM

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:

Purpose:

This request is regarding the Midwest Region Real Estate Services Technical Guidance and Training December 13-December 15, 2016., in Prior Lake, MN, held by the BIA. The Division of Land Management (DOLM) is requesting to send seven DOLM employees and one Law Office employee to this conference.

Background:

The conference itself is free. Costs will be needed for gas, per diem, and the hotel stay. The costs will be paid from the Estate Planning Self-Governance BIA grant funds, Fund Unit #5275720.

Travel days will be Monday, December 12 and Friday, December 16, 2016. Driving takes 5 hours, totaling 6 with an hour for break. Each employee will need to work 4 hours for the week or use personal/vacation time.

Five people are driving in the DOLM van. Two people are taking a personal car and one person is driving from Milwaukee in their own personal car. They will each need a room for four nights.

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Each person going works directly with the BIA in a different capacity as well as with different BIA staff members. DOLM takes every opportunity to meet with the BIA. This impacts how well we provide realty services on Trust land to the Oneida Nation members.

I received notice of the invitation for this training on November 3, 2016. I was responsible to negotiate the logistics of the staff attending the training. I tried to have this completed for the Business Committee meeting of November 23, 2016. I was not able to get things situated until November 22, 2016. This is not a health, safety, welfare or sovereign immunity issue so does not qualify to be added onto the November 23, 2016 agenda. The training is held the week of the next Business Committee meeting, therefore an E-poll is requested.

Requested Action:

E-poll requested to approve a procedural exception to the Travel SOP by allowing seven DOLM employees and one Law Office employee to attend this conference.

- 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



United States Department of the Interior

BUREAU OF INDIAN AFFAIRS
Midwest Regional Office
Norman Pointe II
5600 West American Boulevard, Suite 500
Bloomington, MN 55437

IN REPLY REFER TO:
Division of Realty

NOV 02 2016

Dear Tribal Leaders, Staff and Partners:

We are pleased to invite you to the **Midwest Region Real Estate Services Technical Guidance and Training** meeting to be held **December 13-15, 2016** at Mystic Lake Casino Hotel 2400 Mystic Lake Blvd., Prior Lake, MN 55372.

The purpose of this meeting is to discuss current and new policy dealing with title evidence review. A draft agenda is attached and a final agenda with a time for each of the events will be provided at the meeting.

Please **RSVP to Tully Cleary at tully.cleary@bia.gov or by calling 612-725-4582 no later than November 18, 2016** and include the name and title for each of your planned participants. Also feel free to include topics in your RSVP you would like to see discussed during this meeting.

A block of 50 rooms has been set aside at the Mystic Lake Casino Hotel under "BIA Training" at the government rate of \$91.00. **Reservations should be made no later than November 18, 2016 to guarantee this rate.** The telephone number is (952) 445-9000.

We appreciate and thank the Shakopee Mdewakanton Sioux Community for their support by providing the facility and accommodations for our meeting.

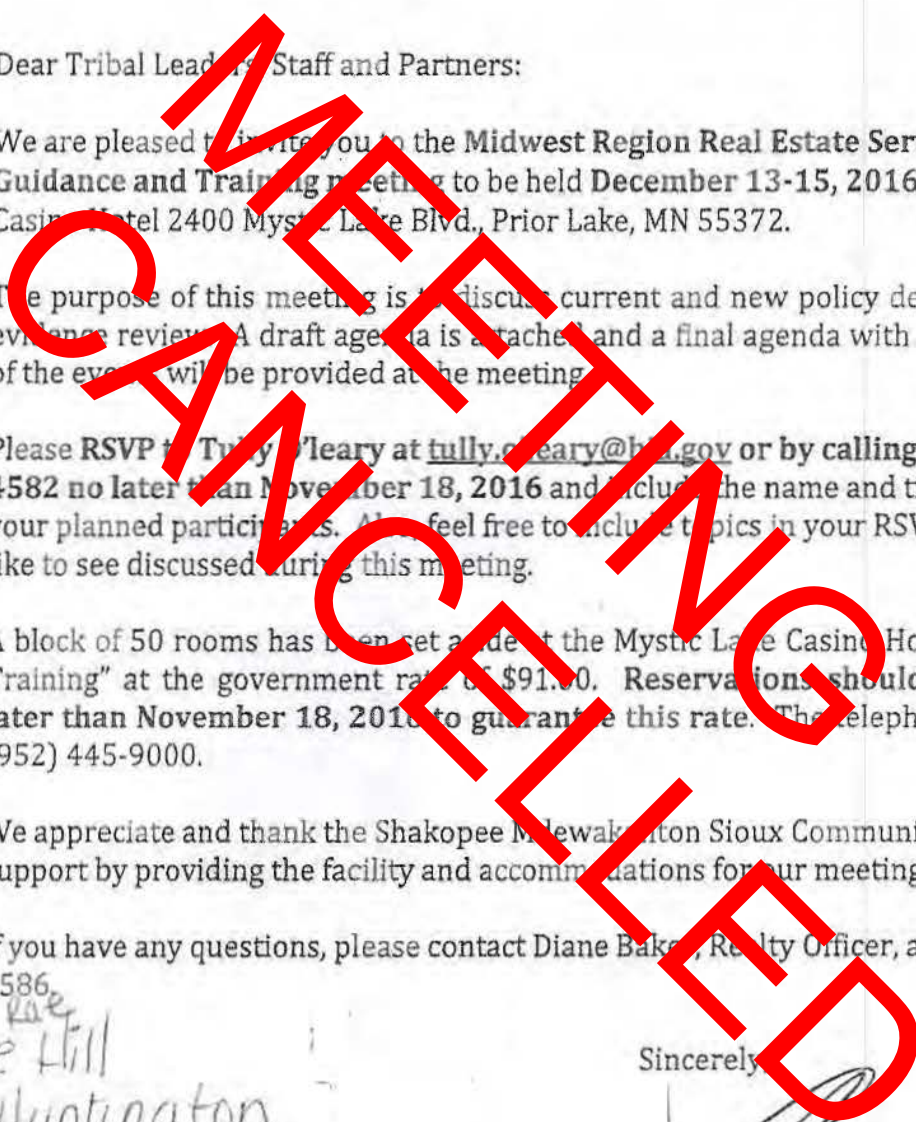
If you have any questions, please contact Diane Baker, Realty Officer, at (612) 725-4586.

Sincerely,

Acting

Regional Director

Michelle Hill
Sheila Huntington
Diane Wilson
Carla Clark
Enclosures
Vanessa Cardish
Lisa Rauschenbach
Kelly McAndrews
Sandra Wondra



SAVE THE DATE!!

WHO:

To all Realty BIA and Tribal Staff/Attorneys

WHAT:

Training and Technical Guidance dealing especially with new policy on Fee to Trust, Title Evidence Review (Adding discussion regarding Notice of Decision determination factors), ROW, Reservation Proclamations, Trust Mortgage and Hearth Act.

WHEN:

Monday, December 13, 2016 – Thursday, December 15, 2016

WHERE:

Dakota Ballroom: Mystic Lake Casino Hotel 2100 Mystic Lake Blvd, Prior Lake, MN 55372

(Parking and entry at the hotel will avoid having to go through the casino floor. Valet is free for all participants.)

Block of rooms guaranteed @ \$91.00 per day under "Bureau of Indian Affairs" December 12-15, 2016 (Note: December 12-14, 50 rooms and December 15, 30 rooms) Reservations must be made no later than November 18, 2016 to be guaranteed the government rate.

Please call the Mystic Lake Hotel at 952-445-5100 or toll free at 800-262-7799 and ask for Reservations. State you are a participant under "Bureau of Indian Affairs". There is a \$10 charge for each additional person. Check in time is 3:00 PM and checkout time is 11:00 AM.

RSVP:

Please RSVP no later than November 18, 2016 and State "BIA Trust Training" to:

Tully O'leary-
Telephone: 612-725-4582
Email: tully.o'leary@bia.gov



Midwest Region Tentative Agenda Technical Guidance and Training Sessions

Date: December 13-15, 2016

Location: Mystic Lake Hotel and Casino

Meeting time: 8:00-4:30 daily

Tentative Topics of Discussion

Tuesday

8:30-4:30

Welcome

(acting) Regional Director

Realty Updates-Current Issues

Diane Baker, Regional Realty Officer

Rights of Way

Mary D. Perry, MWRO Realty Specialist

- o New Regulations
- o Applications & Amendments

Trust Mortgages
Hearth Act

Courtney Gesinger,
MWRO Real Estate Services, Realty Specialist

Wednesday

8:30-4:30

Notice of Incomplete (FTT)
Letters of Application (FTT)

Andrew Nichols,
Pamela Butterfield,
Thomas Wilkins,
Michelle Dufek
Division of Fee to Trust,
Realty Specialists

CANCELLED

Wednesday,
Cont'd

Reservation Proclamations

Russell Baker, Division
of Fee to Trust,
Supervisory Realty
Specialist

Legal Description Review

Ken Roy, BLM,
Bureau Indian Land
Surveyor

Environmental Compliance

Felix Kitto, Environmental
Specialist

Thursday
8:30-4:30

Title Evidence Review
o CP

Alex Dyste, Attorney,
Twin Cities Field
Solicitor Office

Administrative Decision on FTT
Acquisitions

Ken Pfister, Attorney,
Twin Cities Field
Solicitor Office

CANCELLED

Division of Land Management
PO Box 365
Oneida, WI 54155
920-869-1690



MEMORANDUM

TO: Pat Pelky, Interim Director, Division of Land Management
FROM: Nicole Rommel, Finance and Records Area Manager *WR*
SUBJECT: Midwest Region Real Estate Services Technical Guidance and Training
DATE: November 17, 2016

This memo is regarding the Midwest Region Real Estate Services Technical Guidance and Training December 15-December 15, 2016. Land Management is planning on sending 8 employees to this conference.

The conference itself is free. Costs will be needed for gas, per diem, and the hotel stay. The costs will be paid from the Estate Planning Self-Governance BIA grant funds, Fund Unit #5275720.

Travel days will be Monday, December 12 and Friday, December 16, 2016. Driving takes 5 hours, totaling 6 with an hour for breaks. Each employee will need to work 4 hours for the week or use personal/vacation time.

5 people are driving in the DOLM van, 2 are taking a personal car and 1 is driving from Milwaukee in their own personal car. They will each need a room for 4 nights.

This training is important to each individual's daily job duties. The topics include: B.I.A. realty updates, new regulations for rights-of-way, fee-to-trust updates, environmental compliance, title evidence review, etc.

	Name of Attendees	Department
1	Carla Clark	Land Title and Trust
2	Sandy Wondra	Land Title and Trust
3	Michelle Hill	Property Management
4	Diane Wilson	Property Management
5	Sheila Huntington	Property Management
6	Lisa Rauschenbach	Finance
7	Venessa Cardish	Finance
8	Kelly McAndrews	Law Office

Approved:

	11/21/16
NAME: Pat Pelky	DATE

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Sheila Huntington		
Please list name as it appears on Travelers Driver's License or WI State ID			
	Employee #		Date of Birth
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for the destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem initial travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration – accept VISA? Yes / No				\$
Allowable price adjustment				\$
If travel arrangements exceed the <u>Total Cost Estimate</u> re-approval is required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	<i>Sheila Huntington</i>	11/21/16	869-6627
Program Director			Not needed
General Manager	<i>[Signature]</i>	11/21/16	Not needed

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Michelle Rae Hill		
Please list name as it appears on Travelers Driver's License or WI State ID			
Employee #		Date of Birth	
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for destination

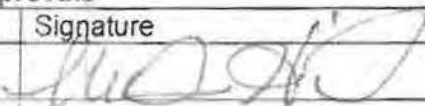
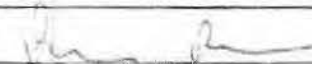
Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem initial travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration – accept VISA? Yes / No				\$
Allowable price adjustment				\$ 200.00
If travel arrangements exceed the <u>Total Cost Estimate</u> re-approval is required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler		11/18/16	869160260
Program Director			Not needed
General Manager		11/21/16	Not needed

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Diane M. Wilson		
Please list name as it appears on Travelers Driver's License or WI State ID			
	Employee #		Date of Birth
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for the destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$ 200.00		200.00	\$ 200.00
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration - accept VISA? Yes / No				\$
Allowable price adjustment				\$
If travel arrangements exceed the <u>Total Cost Estimate</u> re-approval is required				\$ 200.00
Total Cost Estimate				\$ 993.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	<i>Diane M. Wilson</i>	11-18-16	869-6614
Program Director			Not needed
General Manager	<i>Peter P...</i>	11/21/16	Not needed

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Venessa Cardish		
Please list name as it appears on Travelers Driver's License or WI State ID			
Employee #		Date of Birth	
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem initial travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration – accept VISA? Yes / No				\$
Allowable price adjustment				\$
If travel arrangements exceed the Total Cost Estimate re-approval is required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler		11-18-16	x 66631
Program Director			Not needed
General Manager		11/21/16	Not needed

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Sandra Wondra		
Please list name as it appears on Travelers Driver's License or WI State ID			
	Employee #		Date of Birth
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for the destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meal				\$
Lodging including room rate plus taxes	\$ 91.00			\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration - accept VISA? Yes / No				\$
Allowable price adjustment If travel arrangements exceed the <u>Total Cost Estimate</u> re-approval is required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	<i>Sandra Wondra</i>	11/18/2016	920-869-6605
Program Director			Not needed
General Manager	<i>[Signature]</i>	11/21/16	Not needed

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Kelly M. McAndrews		
Please list name as it appears on Travelers Driver's License or WI State ID			
Employee #		Date of Birth	
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem initial travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration – accept VISA? Yes / No				\$
Allowable price adjustment				\$
If travel arrangements exceed the Total Cost Estimate re-approvals required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	unavailable to sign		
Program Director			Not needed
General Manager	<i>[Signature]</i>	11/21/16	Not needed

**ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST**

General Travel Information

Name of Traveler	Lisa Rauschenbach		
Please list name as it appears on Travelers Driver's License or WI State ID			
	Employee #		Date of Birth
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for this destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meal				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration - accept VISA? Yes / No				\$
Allowable price adjustment If travel arrangements exceed the <u>Total Cost Estimate</u> re-approval is required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	<i>Lisa Rauschenbach</i>	12-13-16	471-6526
Program Director			Not needed
General Manager	<i>[Signature]</i>	11/21/16	Not needed

ONEIDA TRIBE OF INDIANS OF WISCONSIN
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Carla Clark		
Please list name as it appears on Travelers Driver's License or WI State ID			
Employee #		Date of Birth	
Destination	Prior Lake, MN		
Departure date	Monday Dec. 12th, 2016	Return date	Friday Dec. 16th, 2016
Purpose of travel	BIA Midwest Region Real Estate Technical Guidance Training		
Charged GL Account	001-5275720-000-701000-000		

GSA Rate Information for destination

Per Diem rate per day	\$ 51.00	Lodging rate per day	\$ 91.00
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem initial travel date	\$ 38.25	75 %	1	\$ 38.25
Per Diem full day at destination	\$ 51.00	100 %	3	\$ 153.00
Per Diem return travel date	\$ 38.25	75 %	1	\$ 38.25
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 91.00		4	\$ 364.00
Airfare	\$			\$
Private Car Mileage	\$			\$
Taxi or car rental	\$			\$
Luggage Fees	\$			\$
Registration - accept VISA? Yes / No				\$
Allowable price adjustment				\$
If travel arrangements exceed the Total Cost Estimate re-approval is required				\$ 200.00
Total Cost Estimate				\$ 793.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, I shall be held responsible for the full amount advanced and that I may be reprimanded in accordance with the Personal Policies and Procedures for my failure to clear this matter within the time so allotted. Further, in the event that the advance payment is not cleared within 10 calendar days of my return, and I have not filed a formal written dispute as to the amount due, by signing below, I am hereby making a knowing and voluntary wage deduction for the entire amount outstanding.

Signatures / Approvals

	Signature	Date	Contact Phone #
Traveler	<i>Carla Clark</i>	11/15/16	
Program Director			Not needed
General Manager	<i>Patricia...</i>	11/21/16	Not needed

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Respectfully requesting the Business Committee's approval to attend the calendar year 2017 Tribal Technical Advisory Group meetings in Washington D.C.

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:

As the Bemidji area representative for the Tribal Technical Advisory Group, I am respectfully requesting the Business Committee approve my attendance at the "Face to Face" meetings in March 2017 & July 2017. Attached is the meeting schedule sent out by TTAG.

Please note: My airfare and hotel is paid for and booked up front by HHS and the remainder of my expenses (taxi/per diem) are reimbursed by HHS.

Yaw^ko for your consideration

CANCELLED

- 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

TTAG Conference Calls and Face to Face Meetings for 2017	
The Centers for Medicare & Medicaid Services Tribal Technical Advisory Group (CMS TTAG)	
Date/Event	Location
January 11, 2017: Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 995 869 158
March 1-2, 2017 Face to Face Meeting	National Museum of the American Indian, Fourth & Independence Ave. S.W. Washington, D.C.
April 12, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 991 559 727
June 14, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 999 301 018
July 12-13, 2017 Face to Face Meeting	TBD
September 13, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 999 275 693
October 11, 2017 Conference Call 2:30-4:00 PM EST	Call in number: 1-877-267-1577 Meeting Number: 999 893 821
November 1-2, 2017 Face to Face Meeting	TBD

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 12 / 28 / 16 e-poll requested

2. General Information:

Event Name: Tribal Caucus re: SCSTR and Intertribal Criminal Justice Council

Event Location: Wisconsin Dells, WI Attendee(s): Lisa Summers, Secretary

Departure Date: Jan 17, 2017 Attendee(s): Lisa Liggins, Executive Assistant

Return Date: Jan 19, 2017 Attendee(s):

3. Budget Information:

- Funds available in individual travel budget (etc)
 - Unbudgeted
 - Grant Funded or Reimbursed
- Cost Estimate: \$329.50/traveler

Hotel Allowance: \$91/night
Per diem allowance: \$51/full day

4. Justification:

- Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

- Advancing Onnyote?a-ka Principles
- Creating a Positive Organizational Culture
- Committing to Building a Responsible Nation
- Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

Attending to represent the Oneida Nation as the Nation's representative on the Special Committee on State-Tribal Relations and as a member of the Intertribal Criminal Justice Council.

The Special Committee is directed to study issues relating to American Indians and the American Indian tribes and bands in this state and develop specific recommendations and legislative proposals relating to these issues.

The Intertribal Criminal Justice Council, creating in coordination with the WI DOJ and a subcommittee of GLITC, reviews and recommends solutions to tribal law enforcement, incarceration, and court system issues.

Requesting OBC staff to attend in the absence of IGAC staff at the request of IGAC. Agendas for both meetings are pending at this time.

5. Submission

Sponsor: Lisa Summers, Tribal Secretary

- 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

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 12 / 28 / 16 e-poll requested

2. General Information:

Event Name: Tribal Action Plan Development Workshop: Tribal Law and Order Act Training Initiative

Event Location: Columbia, SC Attendee(s): Fawn Billie, Council member

Departure Date: Jan 25, 2017 Attendee(s):

Return Date: Jan 27, 2017 Attendee(s):

3. Budget Information:

- Funds available in individual travel budget(s)
 - Unbudgeted
 - Grant Funded or Reimbursed
- Cost Estimate: _____

4. Justification:

- Liaison Appointment Responsibilities

To which Strategic Direction(s) does this travel relate?

- Advancing Onkyote?a-ka Principles
- Creating a Positive Organizational Culture
- Committing to Building a Responsible Nation
- Implementing Good Governance Processes

Describe the purpose of Travel and how it relates to the Strategic Direction(s) and/or your liaison area:

I have been selected to attend this training that is provided by DOJ and SAMSHA. As Quality of Life Chair, our team has been committed to increasing the awareness of drug and substance abuse challenges in the Oneida community. The training will be Jan 25-27, 2017. It is designed to provide tribal leaders and professionals with the tools and guidance to assist efforts with the drug abuse communities with a tribal action plan. Lodging and airfare is being provided and paid for by DOJ Office of Legal Education.

5. Submission

Sponsor: Fawn Billie, Council Member

- 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

DATE: October 31, 2016

TO: Federal Bureau of Investigations, Bureau of Indian Affairs,
and Tribal Leaders

FROM: Monty Wilkinson, Director
Executive Office for United States Attorneys

BY: Cameron G. Chandler, Associate Director
Office of Legal Education

SUBJECT: **Tribal Action Plan Development Workshop:
A Tribal Law and Order Act Training Initiative**
Columbia, South Carolina
January 25-27, 2017

ATTENTION: Training Officers

DUE DATE: **Nominations are due by November 25, 2016**

CONTACTS: **National Indian Country Training Coordinator:**
Leslie A. Hagen, (803) 705-5161, Email: leslie.hagen3@usdoj.gov

Training Specialist:
Delores McCarter, 803-705-5123, Email: delores.mccarter@usdoj.gov

LearnDOJ SCHEDULED OFFERING NUMBER: 53917

The U.S. Department of Justice's National Indian Country Training Initiative (NICTI), together with the Substance Abuse and Mental Health Services Administration (SAMHSA), is pleased to announce the Tribal Action Plan Development Workshop: A Tribal Law and Order Act Training Initiative. This workshop will be held January 25-27, 2017, at the National Advocacy Center in Columbia, South Carolina. Travel and lodging accommodations will be provided by the Office of Legal Education.

The Tribal Action Plan Training Initiative was established in direct response to TLOA, and it includes an intensive training workshop co-sponsored by SAMHSA and NICTI. This workshop is designed to provide tribes with the tools and guidance to assist their efforts in developing a TAP.

The Tribal Law and Order Act (TLOA) of 2010 addresses the development of Tribal Action Plans (TAP). TAPs support the principle of tribal self-determination and provide tribes the opportunity to take a proactive role in the fight against alcohol and substance misuse in their communities. TLOA also requires interagency coordination and collaboration among the Department of Health and Human Services (HHS), Department of Justice (DOJ), and the Department of the Interior (DOI) in addressing Indian alcohol and substance use problems.

The TAP Workshop will be led by experienced faculty and include sessions focused on: 1) community readiness; 2) local resource identification; 3) areas of prevention/intervention; and 4) strategic plan development.

The TAP Workshop is designed for tribes who have not previously participated in intensive tribal action plan training. Tribes who are chosen to participate are required to send a core team of five representatives comprised of individuals who represent the following disciplines: the tribe's TAP Tribal Coordinating Committee, Tribal leadership, Tribal behavioral health director, public health nurse, community health representative, Tribal judicial service representative, law enforcement, spiritual leader, and the education system representative. Tribes who have participated in a Gathering of Native Americans (GONA) training possess important preparation for the TAP Workshop.

Core Tribal TAP Team members will be required to participate in pre and post workshop technical assistance, attend the entire workshop, and sign a letter of commitment to work with Federal TAP points of contact and consultants to complete a tribal-specific TAP. Tribes selected to attend the TAP Workshop must adopt a resolution (or legally-equivalent action) to develop and implement a tribal action plan.

Please complete the attached form for each of your nominees and E-Mail it to the attention of Delores McCarter, Office of Legal Education. **Nominations are due by November 25, 2016.**

The NICTI will review all nominations and the NICTI will send an e-mail advising nominees of their selection on or about December 2, 2016. Selected nominees will also receive information on how to book travel and lodging.

In order to ensure that our records are correct, please **type** in the required information when completing the nomination forms. Illegible and/or incomplete forms will not be considered.

Due to the increasing number of last minute cancellations we must ask that only nominations for those who are certain to attend be submitted.

The Executive Office for United States Attorneys will provide reasonable accommodations to people with disabilities. Requests should be made to Delores McCarter as early as possible, preferably at least two weeks in advance of the seminar. No nominee will be excluded from a course on the basis of a disability-related accommodations request.

This training is authorized under the Government Employees Training Act.

Any questions regarding this training seminar should be directed to Delores McCarter at (803) 705-5123.

TRIBAL LAW AND ORDER ACT**TRIBAL ACTION PLAN****FREQUENTLY ASKED QUESTIONS****1. What is the purpose of the Tribal Action Plan (TAP)?**

The TAP provides an opportunity for Tribes to take a proactive role in addressing alcohol and substance abuse in their communities. The TAP can help a Tribe to identify existing strengths and resources within their communities; assess their substance abuse prevention and treatment needs; coordinate available resources and programs; identify gaps in services; work with the community to identify urgent or emerging substance abuse issues; and assist in the development of a comprehensive strategy to reduce and prevent alcohol and substance abuse in their community. The intent of the TAP is to have a Tribally-driven process where the community has a sense of “ownership” of the TAP.

To the greatest extent possible, the TAP should be developed *by* the Tribe itself not *for* the Tribe by outsiders.

2. What resources are available to assist with TAP development and implementation?

Federal partners are committed to providing training and technical assistance resources to Tribes in support of the development of their TAP. Federal partners may assist in the development and implementation of a Tribe’s TAP by identifying and coordinating available resources and services to support and help sustain the TAP; entering into an agreement with the Tribe for the implementation of the TAP; developing and maintaining a system of close and continuous communication with Tribes to identify available resources to maximize the benefits of intervention strategies and services to Tribes; and facilitating and supporting Tribes in providing specific training and technical assistance to multi-disciplinary and multi-agency members, allied experts, and community members who are key to the efforts and programs in the TAP. Federal agencies are developing an inventory of available resources in Indian Country and these will be made available on the Tribal Law and Order Act (TLOA) website which will be updated frequently. Please visit the following website link for additional information: <http://www.samhsa.gov/tloa/>. For more information on the Substance Abuse and Mental Health Services Administration’s (SAMHSA) Office of Indian Alcohol and Substance Abuse (OIASA) activities, information, and resources available, please contact:

OIASA Director
SAMHSA
1 Choke Cherry Road, Room 4-1059
Rockville, MD 20857
Office: (240) 276-2400
E-mail: OIASA@samhsa.hhs.gov

3. Do you have a sample Tribal resolution?

Yes, there is a sample Tribal resolution in the TAP Guidelines' Appendix A which is available at the following Web site link:

http://www.samhsa.gov/TLOA/docs/TribalActionPlanGuidelines_508C.pdf.

4. Do you have a sample TAP?

The Tribal Law and Order Act does not prescribe a specific format or template for the TAP. This allows flexibility for the Tribe to develop a TAP in a format that works best for them. Minimum elements of an effective TAP are expected to include: 1) A Description of the scope of the Problem, including supporting epidemiological data where possible; 2) A Needs Analysis noting any gaps or change in services required; 3) Identification of existing resources: local, private; state, and Federal; 4) a Vision statement that guides planning and implementation activities; 5) a Strategic Plan that operationalizes required desired partnerships and mobilization of resources to meet the service need and strategic vision; and 6) an Evaluation Plan that measure success and allows for continuous monitoring, revision, and improvement of the Strategic Planning goals and objectives. Tribes who have established a TAP will be asked permission to share their TAP with other Tribes to serve as a sample.

5. When the TAP is completed, who has access to it and who does it belong to?

The TAP belongs to the Tribe. However, Tribes are encouraged to submit the TAP to the SAMHSA Office of Indian Alcohol and Substance Abuse. This will assist the Federal partners in identifying and coordinating resources that may assist the Tribe in TAP implementation.

6. Where do I send my TAP and Tribal resolution?

The TAP and Tribal resolution should be submitted to SAMHSA's Office of Indian Alcohol and Substance Abuse at the contact information below.

OIASA Director
SAMHSA
1 Choke Cherry Road, Room 4-1059
Rockville, MD 20857
Office: (240) 276-2400
E-mail: OIASA@samhsa.hhs.gov

7. What does OIASA do with my TAP and Tribal Resolution after I submit it?

The OIASA staff will record when it is received, review the TAP, and maintain documentation.

8. What is the benefit of a TAP to a Tribal community?

The TAP will provide a map for how a Tribal community may come together to share their history, culture, tradition, ideas, and resources to improve the overall quality of health and wellness for the community. The TAP is a strategy identified by a Tribe that

is localized and specific to the community's strengths and resources as well as needs and challenges, and supports the principle of Tribal self-determination. The TAP provides an opportunity for Tribes to take a proactive role in addressing alcohol and substance abuse in ways that are culturally responsive. The TAP is a "living document" that is used as a guide by line-staff, managers, administrators, and Tribal officials so that each level of accountability supports the other in a coordinated way. Tribes that commit to the implementation of a TAP are ultimately more likely to succeed in reducing alcohol and substance abuse. When implemented, the process provides a road map for successful and comprehensive community plans to foster sustained long term change in Tribal communities.

9. Who do I contact for training and technical assistance on developing and implementing a TAP?

For training and technical assistance resources, please contact SAMHSA's Office of Indian Alcohol and Substance Abuse at the contact information below. The OIASA will facilitate coordination of available training and technical assistance resources. TAP training and technical assistance resources are also available on the TLOA website: <http://www.samhsa.gov/tloa/>.

OIASA Director
SAMHSA
1 Choke Cherry Road, Room 4-1059
Rockville, MD 20857
Office: (240) 276-2400
E-mail: IASA@samhsa.hhs.gov

10. What are the expectations for the Tribes related to the TAP?

The governing body of the Tribe may, at its discretion, adopt a resolution for the establishment of a TAP to coordinate available resources and programs in an effort to combat alcohol and substance abuse among its members. This may include establishing a Tribal Coordinating Committee at the local level. The TAP should be updated every two years and should be used by the Tribe, its staff, and partners as an ongoing framework for addressing issues of alcohol and substance abuse.

11. What are the expectations for the Federal partners related to the TAP?

It is the responsibility of the Federal partners to assist Tribal communities in addressing alcohol and substance abuse with a commitment to honor, preserve, and protect our government-to-government relationship. The Substance Abuse and Mental Health Services Administration, Indian Health Service (IHS), the Bureau of Indian Affairs (BIA), the Bureau of Indian Education (BIE), and the Department of Justice (DOJ), to the extent possible, will fulfill the legislative intent of TLOA and its subsequent amendments to coordinate resources that will improve the overall health and wellbeing of Tribal members, families, and communities.

Federal partners will cooperate with Tribes in the development of a TAP and will enter into an agreement with the Tribe for the implementation of the TAP. If the Tribe does not adopt such a resolution within 90 days after publication of the Memorandum of Agreement in the Federal Register, the BIA Agency and BIE Superintendents, where appropriate, and the IHS Chief Executive Officer serving the Tribe(s) will enter into an agreement to identify and coordinate available programs and resources to carry out the purposes of the TLOA.

The Tribal Law and Order Act also called for the creation of a new office within SAMHSA to improve the coordination among the Federal agencies and departments responsible to address alcohol and substance abuse efforts among Tribal communities. The Office of Indian Alcohol and Substance Abuse was created and is located within SAMHSA's Center for Substance Abuse Prevention (CSAP). In order to ensure Tribes receive the assistance needed, SAMHSA's Office of Indian Alcohol and Substance Abuse will work with partnering agencies to coordinate the dissemination and availability of other technical assistance and training resources. To learn more about resources, technical assistance, and relevant information, please contact SAMHSA's Office of Indian Alcohol and Substance Abuse at (240) 276-2495 or by e-mail at IASA@samhsa.hhs.gov. Additional information can be found on the OIASA website at: <http://www.samhsa.gov/tloa/>.

12. Should the Tribe establish a Tribal Coordinating Committee?

Yes, the Tribe should establish a Tribal Coordinating Committee. A Tribal Coordinating Committee (TCC) will consist of a Tribal representative, who shall serve as TCC Chair, the BIA Agency and BIE Superintendents, where appropriate, and the IHS Chief Executive Officer, or their representative. Other important and interested persons may include members of the community and/or service providers. The TCC will have the primary responsibility for the implementation of the TAP, for on-going review and evaluation of, and making recommendations to the Tribe relating to the TAP; and for scheduling Federal, Tribal, or other personnel for training in the prevention and treatment of alcohol and substance abuse. As problems arise in the development of service coordination, it will be the responsibility of the TCC to identify and address them. The TCC will provide technical assistance where problems concerning coordination of services have developed. The organizational structure of the TCC should promote the most efficient and effective means of achieving its basic goals and objectives.

13. Is there a deadline to establish a Tribal resolution and TAP?

There is not a deadline for the establishment of a Tribal resolution and/or TAP. The only timeline applies to Federal partners if a Tribe does not adopt a resolution within 90 days after publication of the Memorandum of Agreement in the Federal Register. In this case, the BIA Agency and BIE Superintendents, where appropriate, and the IHS Chief Executive Officer should enter into an agreement to identify and coordinate available programs and resources to carry out the purposes of the law for such Tribes.

14. Is there any funding to support the development of the TAP?

There is no specific Tribal Law and Order Act funding to Tribes to support the development of the TAP. However, Tribes should consider a variety of funding sources including funding announcements for opportunities that include the work of developing and implementing a TAP or strategic plan to address alcohol and substance abuse issues.

15. What if my Tribe already has a strategic plan that covers part of the TAP goals?

A Tribal Action Plan is a Tribal specific version of what may also be known as a strategic plan so existing plans that address TAP goals can be used or modified to meet the needs of Tribal communities. There are many models and processes that have been used by Tribal communities and some of these models have been identified in the TAP Guidelines on pages 17 - 24 which is available at the following Web site link: http://www.samhsa.gov/TAP/docs/TribalActionPlanGuidelines_508C.pdf.

16. If already receive technical assistance/consultation through a current Federal grant, can they help me with the TAP?

This will depend on the type of funding you receive, the grant program goals, the technical assistance contractor's scope of work and budget, and how closely related the technical assistance is to the Tribe's TAP. You should contact your Government Project Officer for clarification and guidance. You may also contact the SAMHSA OIASA Office at (240) 276-2495 for assistance.

17. If a private consultant offers to develop a TAP with our Tribe, can we use Tribal funds to pay for that?

A Tribe may choose to allocate Tribal funds to independently enter into a contract with a private consultant who may assist with the development of a TAP. Such a decision should keep the best interests of the Tribe and Tribal ownership of the process and product in mind.

18. What qualifications should we look for in someone to help us develop the TAP?

The individual should possess cultural knowledge and have experience and knowledge of Tribal governments, resources to address substance abuse, and strategic planning. The individual should have a balance of cultural knowledge, relationship skills, and the technical skills needed to develop a comprehensive TAP. The individual should be made aware that the work and strategic plan developed belongs to the Tribe.

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~ / ~~14~~ / ~~16~~

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.

2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: _____
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:

Comprehensive Health Division quarterly report.

Requested Action: Approve Report.

CANCELLED
MEETING

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

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



**ONEIDA COMPREHENSIVE HEALTH DIVISION
DR. RAVINDER VIR MEDICAL DIRECTOR
DEBRA DANFORTH, RN, BSN, OPERATIONS DIRECTOR
DIVISION UPDATE
Quarter 4 FY 2016
August-September, 2016**



Executive Management Team:	
Division Dir-Operations, Debra Danforth RN, BSN,	869-4807
Division Dir-Medical, Ravinder Vir, MD,	869-4808
Asst. Operations Director, Judi Skeneadore,	869-4809
Executive Assistant, Mercie Danforth	869-4810
Business Operations Director, Jeff Carlson,	869-4805
Ancillary Services Director, Dave Larson,	869-4820
Director of Nursing-OCHC, Sandra Schuyler,	869-4906
Behavioral Health Manager, Mari Kriescher,	490-3737
Employee Health Manager, Mary Cornelissen	405-4492
AJRCCC Administrator, Dave Larson (Interim)	869-2797
Public Health Officer, Eric Krawczyk,	869-4812

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

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

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

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

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

THE ONEIDA COMPREHENSIVE HEALTH DIVISION IS COMPRISED OF:

Oneida Community Health Center (OCHC)
 Anna John Resident Centered Care Community (AJRCCC)
 Oneida Behavioral Health (OBH)
 Employee Health Services (EHS)

VISION:

A progressive sustainable health system that promotes Tsi?niyukwaliho t^ (Our Ways).

MISSION:

We provide the highest quality, holistic health care to ensure the wellness of OUR Oneida Community.

VALUES:

Responsive Leadership: Consistent attentive listening, honesty, doing the right thing, timely decision making and seeing issues resolved to completion.

Culturally Sensitive: Meeting people where they are and being sensitive to their unique needs as human beings within the Oneida Community.

Continuous Improvement: Striving to achieve a higher quality of health care and a higher performing workforce through our Commitment to Learning and Growth.

Communication: Fostering honest, respectful and timely communication with the appropriate level of transparency.

Safety: Striving for an environment that provides the highest level of physical and emotional safety for our patients, employees and community in an environment free of fear, retaliation and repercussion.

Respect: Create a welcoming and compassionate environment focused on the individual needs of OUR community and Health Care Team

OUR 2015-2018 STRATEGIC PLAN IS FOCUSED IN FOUR SPECIFIC AREAS:

1. Improve Population Health Management
2. Continuous Quality Improvement
3. Optimize Technology
4. Enhance Our Workforce

OUR 2015-2018 INITIATIVES THAT WILL BE FOCUSED TO ACHIEVE OUR STRATEGIES:

1. **Accreditation:** The Comprehensive Health Division will validate and assure the community the delivery of the highest quality health care services in achieving AAAHC (Accreditation Association for Ambulatory Health Care) accreditation by December 2017 through team work, leadership and commitment. By accomplishing accreditation we will provide staff a sense of accomplishment, increase quality of care, enhance public validation for community/customer satisfaction, improve recruitment/retention of providers, and increase the probability of outside funding.
2. **Advancing Technology:** Utilize innovative State of the Art technology and data analytics to continuously improve wellness and health outcomes.
3. **Optimize Staffing Processes:** To work collaboratively with HRD to enhance the Division processes for recruitment, hiring, and retention and provide recommendation (s) for change to the Oneida Business Committee by September 30, 2017. By enhancing the recruitment, hiring, and retention processes we will have a lean hiring practice, improve our recruitment and retention, enhance our services from HRD (letters, market analysis), have improved collaboration/working relationship with HRD, fill all vacancies with qualified people in a timely manner, and improve our Supervisor/Director satisfaction with HRD processes.

IMPROVE POPULATION HEALTH MANAGEMENT**Initiative 1. Optimizing Staffing Processes and Accreditation**

- We continue to recruit for vacancies in Primary Care including Pediatrics, Family Practice and Internal Medicine
- All contracted providers will transition to the accrual process by the beginning of FY 2017
- Dr. Sharyl Trail, Psychologist started August 8, 2016. She is a commissioned Corps Officer who will supplement the provider team at Oneida Behavioral Health.
- Susan Katuin, NP retired on May 31, after 22 dedicated years of service to the Oneida community. She will be sorely missed by her patients, our staff and the community.
- We are actively recruiting a Family Nurse Practitioner Michelle Kreft to replace her vacancy who will begin November 7, 2016.
- Access to care remains sub optimal across the Health Division.
- The high NO SHOW rates also contribute to sub optimal access to care for our patients.
- The current NO SHOW Policy went in to effect on September 1, 2015. The policy was intended to change behaviors and reduce our NO SHOW rates, which will in turn improve our patients' access to care.
- No show rates in the Medical Clinic decreased from 13.9% in FY 2015 to 10.3 % in FY 2016.
- Recruitment and retention of Health Care Providers and professionals continues to be a challenge due to nationwide shortage of Primary Care and Psychiatry providers
- Recruitment and retention of nursing staff (RN, LPN, and CMA positions) remains a priority as our efforts continue to create and maintain a team that continues to work on our Population Health Management strategic initiative to transition to a volume to value-based provider.
- Inadequate Information Technology (MIS) resources continue to be an operational concern in an environment where all records are electronic.

- Limited Succession planning for future retirements of staff with longevity and the restraints within the organization limit options available
- The Division is looking at innovative team based approaches to provide quality care to our community.
- A cross functional Population Health Management project team continues its work on our Population Health Management strategic initiative.
- Access to care is continuously monitored across the Health Division. We have staffing, space and financial constraints that prevent us from providing optimal access to care in our Division.
- OCHD is re-evaluating a longer term Facility expansion plan to improve access and for provision of health care to our community.

Medical

- Routine appointments are currently booking 4-8 weeks out for the Medical Clinic
- **See attachment A for No Show data for Medical Clinic**

Behavioral Health

- ATODA Intake-5 weeks
- ATODA C2 Individual Session (C2-Counseling 60 min) (Individual Sessions/Routine)-3 days
- Co-Occurring Intake-7 weeks
- Co-Occurring C2 Individual Session (C2-Counseling 60 min) (Individual Sessions/Routine)-1 week
- Mental Health Intake-17 weeks
- Mental Health (Individual Sessions/Routine)-2 weeks
- Vet Evaluations-10 weeks (These are ONLY for Veterans who are seeking services/benefits through the VA)
- Psychological Evaluations- 6 Weeks
- Psychological Follow Up- 2-days
- Psychiatric Child Evaluation- 6 weeks
- Psychiatric Child Medication Check (Routine) - 4 weeks
- Psychiatric Adult Evaluation- 5 weeks
- Psychiatric Med Check (Routine) - 3 weeks
- Psychiatric Evaluation Follow Up- 6 weeks
- **See attachment B data by provider**
- **See attachment C data for No Show data for Behavioral Health**

Optical

- Routine exams are booking 5 months out for Optical
 - Optical does have a walk-in clinic on Monday and Thursday mornings for patients who needs their appointments sooner. A sign-up begins at 7:45 AM and the patient will need to wait to be seen.
 - Optical also sees emergencies as needed

- The Annual Diabetic Event was held on August 24th, 2016. Two of our staff represented the Eye Care Department. They had a display booth and giveaways
- Staff attended the Quality of Life Meeting to represent the Eye Care Department. The Eye Care Department put together a success video to show the excellent results we had with the exercise pilot program.
- Eye Care began using iPads in the exam rooms during the short waiting period when the patient's eyes are dilating. They can view various videos that relate to different eye diseases and visual problems that they may be experiencing.
- Dr. Slaby attended the Wisconsin Optometric Association Fall Seminar in Middleton, WI in September, 2016.
- One of the staff members is a part of a small team of employees who are currently meeting to re-establish a new procedure for a Clinic wide chart audit process.
- We upgraded to the newest version of Compulink on 9-30-16 without any major issues!
- Instead of just one Doctor seeing walk in appointments on Monday and Thursday mornings, we had both Doctors seeing patients for the last two weeks of August which doubled the amount of appointments available to students wishing to get in for an exam before school started. All of the exam slots were filled. It was a big success!

Dental

- Routine exams and filling appointments are currently booking at the end of October (approx.. 1-2 weeks)
- Emergencies are seen daily
- Dental cleaning appointments are currently scheduling in the 2nd week of December.
- Patients are called to come in sooner if there are cancellations in the schedules for all appointments
- We are short staffed for dental assistants, Dental is working with HR to post the positions
- Independent Contractor, Dr. Dennis Romero has given his notice to not renew his contract after 9/30/16. He will be opening a private practice.
- Referral of children w/MA/Badge Care or those with no insurance who are in need of a pediatric dentist, continue to be referred to the Oral Health Partnership (OHP), if urgent care is needed the referral is generally to Park West Pediatrics.
- Dental staff have been working with PRC to negotiate a reduced PRC rate with the dental offices who receive majority of our dental referrals.
- Dr. Wendy Pietz (Board Certified Oral Surgeon) completed a site visit on 9.21.16, she has great interest in providing services to our clinic one day a week. An independent contract has been forwarded to her for her review.
- The installation of "Lighthouse" the automated call system to confirm appointments, continues with positive reviews from the patients. The system sends reminders via text, e-mail & phone call, also follow up review is sent to the patient for their input on their visit.

ANNA JOHN RESIDENT CENTERED CARE COMMUNITY (AJRCCC) UPDATE:



The average daily census for 4th Qtr of the Fiscal 16 years is indicated in the chart below:

	July	August	September	Total
Total Billable Days for the Residents in the Month	1469	1477	1310	4196
Number of Calendar Days	31	31	30	92
Daily Average Census	47	47	44	46
*Oneida Enrolled	34	36	37	
* Other Tribe	4	4	4	
*Non-Tribal	8	8	8	
% full	98.71%	98.40%	88.04%	95.02%
			Medicaid	79.68%
			Med A	8.75%
			Private	7.32%
			V	1.41%

*Varies by Admissions and Discharges throughout the month

- Between the months of July thru September, 2016; HRD reported that as of Nov 1, 2016 the Anna John Resident Centered Care Community had a total of 59 tribal employees working the 24/7 shifts to care for our Residents during the fourth quarter.
- Quality Assurance/Regulatory Compliance Issues:
The Quality Assurance mandated that all AJRCCC staff training was completed along with additional policy and procedures updated by the Quality Assurance Team; and no reports were sent in to the State of Wisconsin, Bureau of Quality Assurance.
- Shared activities between AJRCCC and Elder Services continue on a scheduled plan.

- The Congregate Mealsite hours of operation are Monday through Friday from 8:00 AM to 4:30 PM and continues to average 80-100 per day in attendance.
- Dave Larson continues as the Acting Administrator for the AJRCCC awaiting finalization of the reorganization within the Health Division. Job descriptions have been submitted to HR for review and finalization.
- Reorganization should be complete by December 31, 2016.
- The AJRCCC board has been actively reviewing their By-Laws and have been meeting regularly with a full board.

OPTIMIZE TECHNOLOGY

Initiative: Advancing Technology and Accreditation

ELECTRONIC MEDICAL RECORD (EMR):

- **The EMR Team** continues ongoing review and updating of the system on a regular basis as new releases are available within the application and added on software. Every update/new release requires numerous hours of testing and coordination for implementation to assure that all the application and updates are tested before going live. We successfully upgraded to version 12.0.12 on August 13, 2016. Our next anticipated upgrade will not be until the first quarter of 2017. There are many anticipated changes and upgrades required in our server configurations that are required for the next upgrade to version 12.2.
- **HIPAA Security Policies/Procedures:** HIPAA and EMR SOP training continues for AJRCCC and MIS staff. We have finalized an E-Learning format for staff in order to deliver this information to MIS staff, but we have encountered formatting issues. This continues to be worked on. We are required to provide this training annually and to new staff. The annual trainings will start at the end of the calendar year 2016 and will be accessed through E-Learning for all employees.
- **Risk Assessment-** We have completed gathering all of the supporting documents to support the risk assessment (RA) completed in December 2015. We have been meeting regularly to complete and implement a correction plan for areas of concern by Nov 2016. We will once again engage with MetaStar to assist us with our annual Risk Assessment. This will take place on November 3, 2016.
- **Patient Portal-** We continue to work on adoption and education to patients on the concept of the patient portal and to encourage patients to be engaged in their healthcare through technology and online access to their healthcare information. We have joined the teams of Medical, Behavioral Health, Optical and Dental to have a combined access page to the three portals for all OCHD patients. We are working on a joint pamphlet and advertising to promote all three portals as a whole. We have been working on revisions of the pamphlet with the change in website design and logo.
- **Clinical Messaging-**Centricity Core Team members received three training sessions and set up of the Automated Clinically Messaging (ACM) functionality to the Medical Portal. This functionality will provide providers the ability to send mass messaging to patients, office visit clinical summaries securely to patients and consult patient summaries to outside providers automatically via the patient portal. We have identified compatibility issues with our current document management system. We will not be able

to capture the content of these “sent” documents in the patients chart. We have engaged in discussion with vendors that will be able to provide this content in GE and have recently incorporated the use of GE/SureScripts Document Management solution. We will have the project kick-off on October 7, 2016.

- **E-signature**-We have received the iPads and security accessories. We have successfully completed installation of the “Security Certificate” for our iPads. We have been working on testing and finalizing registration documents along with continued development of other clinical forms that will be used. We plan to start with the registration area and roll out the registration forms. We are also anticipating expanding the use of forms and application for dental and optical once implementation has successfully been completed in the registration and clinical areas of Behavioral Health and the medical clinic.
- **Meaningful Use (MU)**: Attestation data for 2015 has been submitted to Centers for Medicare & Medicaid Services (CMS). Areas have met the deadline of submission of July 31, 2016. We have switched focus on meaningful use measures and workflow for 2016. We will continue to work with vendors to add needed functionality and workflow in order to meet measures. We will need to attest and report a full year of data (pending confirmation of a change to 3 months of data vs. the full year) for the MU measures for Modified Stage 2 according to CMS guidelines. We will continue to follow the guidelines for the Medicaid program of Meaningful Use as we are directed by CMS.

The team continues to work with MetaStar to help areas understand and meet Meaningful Use and its different programs. They have also helped areas get eligible providers signed up to CMS programs.

- **Physician’s Quality Reporting System (PQRS)**- We have registered once again to report PQRS data as a group for Oneida Comprehensive Health Division for 2016. We will once again utilize Quality Submission Services (QSS) in conjunction with Clinical Quality Report (CQR) function with GE Centricity for 2016 data submission.
- **Proximity Cards**- We have engaged with Imprivata to implement this automated sign on feature for the medical area at OCHC. We went live August 23, 2016. We continue to work on the application, formatting and profiling of users to make the application work without inconsistencies.
- **Bi-Directional Immunization Registry with Wisconsin Immunization Registry (WIR)**- Scientific Technologies Corporation (STC, formerly ImmunLink), the selected vendor, continues to assist us with our interface with the WIR. We have successfully been submitting data to WIR since mid-November 2015 and have now resolved errors with retrieving WIR data back into GE Centricity. Training for the providers and nursing staff has been completed. Community Health and Medical Records staff training dates have been set. There continues to be mapping, script error, and interoperability issues with WIR. STC continues to work with us to fix these issues as they arise. These issues have caused a delay in training the remaining areas. We continue to monitor the inventory function of the product.
- **Picture Archiving Communication System (PACS)**- We went live on 7/6/2016. Still working on a permanent fix to prevent Linklogic issues when past images are attached to the PACS system. We have engaged discussion with Nuvodia and Hospital Sisters Health System (HSHS) to provide us a secure image transfer agreement between both

entities. We are looking at this transfer to happen over the cloud versus a Virtual Private Network (VPN).

- **Behavioral Health (BH) Chart Status Project-** We will need to **transfer BH Medical Records Excel database into the EMR**. This is a task that we will need GE's, assistance in completing because of the complexity of making sure the licensing requirements are completed prior to the status changing on the patient banner. This work has begun since we have resolved some of the issues with set up of the signature capture. We need the signature capture to function properly to have all of our licensing requirements in the EMR to have the banner fully functioning for the Chart Status. We are continuing to work on the signature capture implementation (starting with Registration) in order to move forward with the BH Chart Status Project.
- **REPORTS-** We are working with the Cognos application on the functionality to be able to pull quality assurance outcome reports, BH Provider reports, no show, access to care etc. We started to work with MIS staff for BH Reports on 2/16/16. We have been successful with getting ongoing reports of Access to Care, Monthly and Quarterly No Show/Cancellation Summary and we are now testing the Provider Utilization Reports. However, we are currently down one MIS staff person who is not dedicated to only the health division. The staff person will continue to assist us with very limited time due to his current work load.
 - Behavioral Health (BH) has not yet been able to get any of the desired clinical data from the EMR. This is a huge concern. BH has state licensing coming again in January and we are not able to get the outcome data. We have our Mental Health Block Grant that we need our Adverse Childhood Experiences data to report out, with that ending 9/30/16.
 - We are inquiring about the cost to have GE build the Crystal Reports for the EMR as well as the cost for Crystal Report training to determine the feasibility for the Division. We have successfully worked with MIS and Cognos to produce a monthly no show/cancellation report and a preliminary access to care report. We continue to work with MIS to finalize the access to care report. We will anticipate expanding this Access to Care Report over the next quarter to obtain more detailed information.
- **Population Health Management-** The Project Charter has been completed. Have begun to look at Population Health Management solutions. We have not had any further movement on this initiative at this time. Our next step is to begin the RFP and send out to vendors. Once this is complete we will begin the project plan. There is still no firm time frame from CMS for full implementation to transition to value-based billing processes but we know this is on the horizon within 2017-2018.

PATIENT MANAGEMENT SYSTEM (PMS)

- **Batch Eligibility-** Emedapps 271 Submission files continue to go through successfully with occasional glitches which result in some of the records erroring out. Emedapps investigates the resulting errors as they are noticed. Full database runs of Batch Eligibility are being discussed as we will still need to have that completed since the GE Centricity Electronic Data Interchange (EDI) Plug-ins that are now in play only go by provider schedules or at the registration level.
- **EDI Eligibility -** The GE Centricity EDI plug-ins are set up and being used by our Billing staff when they need to on a patient-by-patient basis. It is currently being reviewed for process

flow at this time from the PAR Supervisor area. Many of the main insurances have been linked to this capability which has allowed us to be able to electronically check insurance eligibility on a patient in real-time, directly from GE Centricity.

CONTINUOUS QUALITY IMPROVEMENT

Initiatives: Accreditation

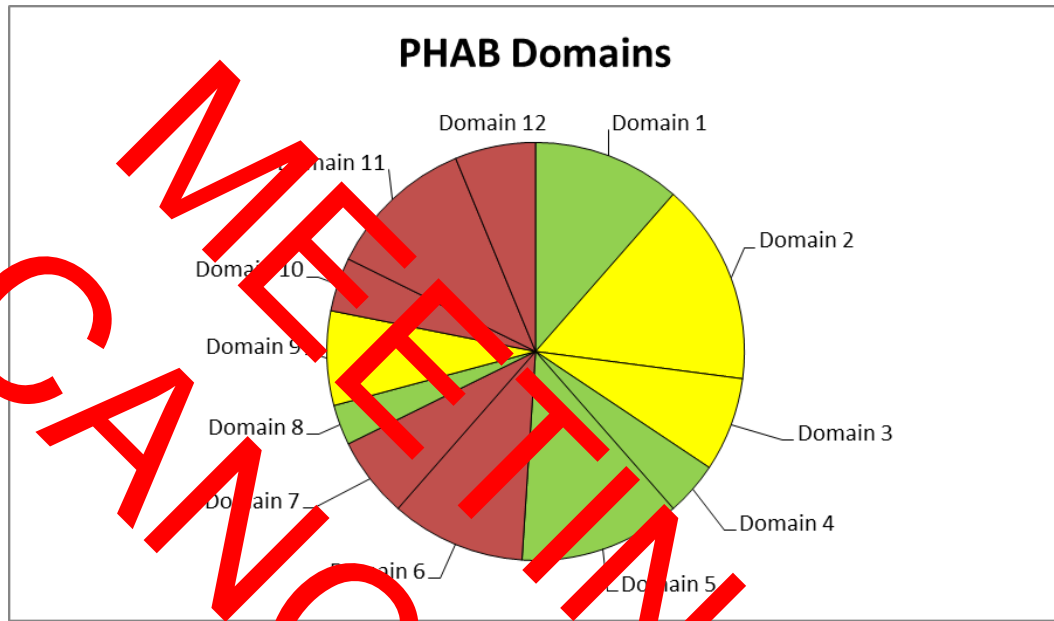
Accreditation of the Health Division

- Meeting with departments to discuss QA studies and tracking/ data collecting process.
 - * Peer Review, Chart Audits, Credentialing
- Creating a reporting structure for the additional Health Division Committees i.e. Pharmacy and Therapeutics, Infection Control etc to report their meeting minutes to the QA team.
- Work continues on the training tracking tool for OCHD.
- Patient satisfaction survey - fall of 2016.
- We have added an additional hour each month to the Quality Assurance (QA) meeting time to accommodate for the necessary time to address only issues related to accreditation on a monthly basis.
- Initial planning is taking place in creating a reporting structure for the additional Health Division Committees i.e. Pharmacy and Therapeutics, Infection Control, etc. to report their meeting minutes to the QA team.

Public Health Accreditation

- Completed all activities and closed out public health accreditation mentoring program (ended 09/30/16).
- Closed out Prevention grant objective (grant ended 09/30/16).
- We completed review of Domains 1 and 5 this quarter! Jean Day celebrations were 09/20/16 and 09/27/16. There are a total of 12 Domains in the public health accreditation process. The Documentation Review Team has now completed domain review: 1, 4, 5, 8. In process domain review: 2, 3, 9.
- Sept 30, 2016, a trainer was selected for our Community Health Assessment and Community Health Improvement Plan. We have requested a representative from the State Public Health Department to come on site and provide some general training to the Community Health Services (CHS) Dept team and more focused training of the process for the process selected leadership team. This training will increase staff core competency in several public health core competencies. Additional key partners from within the organization will also be invited to participate in this training. Training date established for 12/08/16.
- Branding activity- final template created for email signature to be used by all CHS Dept staff 09/30/16. This will be used as an example of implementing branding for public health accreditation. Nearly all staff were compliant with applying the template to his/her individual by 09/30/16. However with a few staff out of the office this day, it was completed for all by the time of this report.
- Branding activity- completed poster board project August 2016. Another example that will be used of implementing the brand for public health accreditation.
- Completed annual review and update of the CHS Department Workforce Development Plan Sept 2016.

- Accreditation coordinator and Health Officer attended e-PHAB training in Virginia at the end of Sept 2016. Completion of this step will grant us access to the documentation section of the e-PHAB software system.



** Red- No review yet Yellow- greater than 50% complete Green- 100% complete

CANCELLED

ENHANCE OUR WORKFORCE
Initiative: Optimizing our staffing processes

HUMAN RESOURCE MANAGEMENT

Number As of 11/01/16 Comprehensive Health Division Employees: 321

- 115 Oneida Enrolled
- 29 American Indian/Alaskan
- 3 Black/African American
- 1 Asian
- 4 Hispanic/Latino
- 169 Caucasian/other
- **AJRCCC: (99)**
 - 24 Oneida Enrolled (INCREASED FROM 15% TO 41.5% OF EMPLOYEE BASE FOR AJRCCC)
 - 8 American Indian/Alaskan
 - 1 Asian
 - Hispanic/Latino
 - 24 Caucasian/other

- **Current vacancies as of 10/21/16:**

- Patient Account Representative
- Purchaser/Referred Care Supervisor
- Certified Medical Assistant
- Certified Nursing Assistant
- Coder
- Community Health Worker
- Clinical Substance Abuse Counselor OBH
- Dental Assistant
- Diabetes Program Supervisor
- LPN – AJRCCC
- LPN- OCHC
- MDS Sub-Acute Rehab Nurse – AJRCCC
- Physician Pediatrician
- Physician Family Medicine
- Physician Internal Medicine
- Psychiatrist OBH
- Psychotherapist OBH
- RN – AJRCCC

FINANCIALS

Funding Sources for FY-2016

TRIBAL CONTRIBUTION: 2.54%

GRANTS: 5.71%

OTHER SOURCES:

External Sales/Third Party Revenue/other 52.42%
Indian Health Services 39.33%

Total Budget: **\$51,295,138**

Status as of 09/30/16

Budget as of 09/30/16: \$51,295,138
Expenditures as of 09/30/16: \$53,901,414 (Preliminary)

LONG TERM CARE:

- There is a great deal of concern regarding the Social Security Act and its impact on both MA and MA waivers. This includes all waivers (e.g. 1915a, 1915b, 1915c, 1915i, 1115). The concern centers around the Office of General Counsel for CMS. General Counsel has repeatedly said that federal statute, federal regulation, and court rulings (to include U.S. Supreme Court) notwithstanding, Tribes are considered an ethnic minority and not a political entity. While Several Tribes and States have found language to side step this issue, this is becoming a larger and more significant issue, particularly as the environment of healthcare is rapidly changing. The Vice Chairwoman raised this concern directly with CMS. **This does need to be a priority going forward with the Trump administration. This may need to be elevated to the HHS level.**
- The most time in MHPCC was spent on the transition meeting planned for 8 December 2016 for the new administration. The greatest impact under a Trump administration is the repeal of the ACA. While this carries a number of issues with it, the largest is the repeal of the IHCA which is part of the ACA. It will be very important for Oneida to be represented in the transition planning.
- CMS working in isolation is becoming a larger and more significant problem. The lack of coordination with its sister agencies in particular Indian Health Service (IHS) and Veterans Administration. The issues revolve around access to care and reimbursement for services. This may also need to be elevated to the HHS level. However most of the issues involved are contingent on the IHCA staying intact.
- MACRA and MIPS final rule was released on October 1st, 2016 and does not specifically say that Tribes are exempted from the requirements. MACRA does not provide an explicit exclusion for COHC's but they should not be affected because they bill under an all-inclusive rate. **This needs to be clarified with CMS.**



Safety Town 2016



July Community Meeting



OCHD New Furniture

Annual Diabetic Event 2016

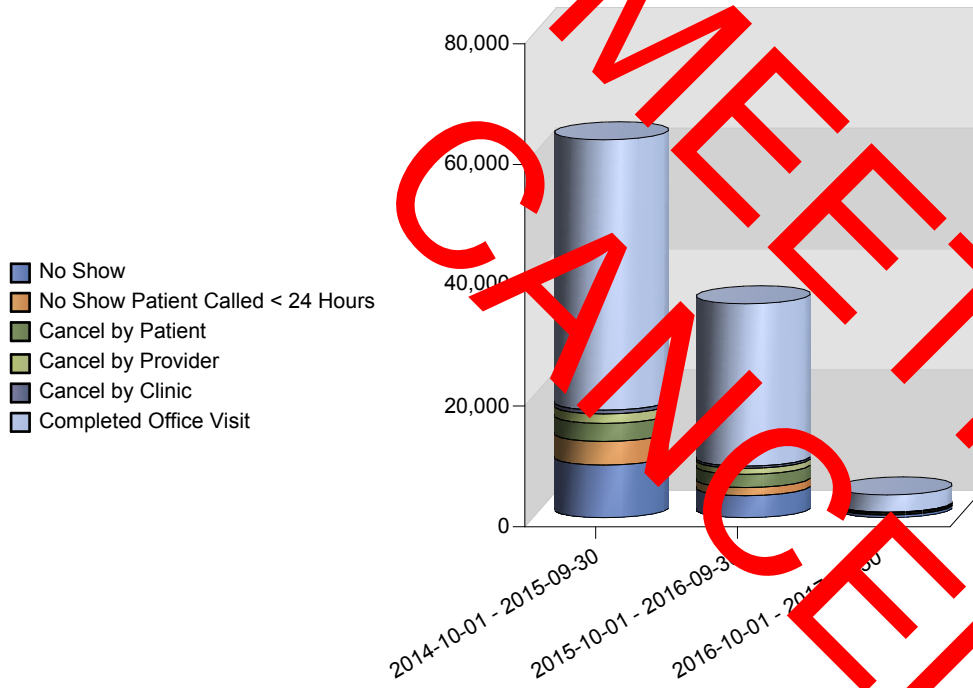
*Blending Diabetes
& Your Life*



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Three Year By Quarter No Show/Cancellation Summary Oneida Health Center Medical Clinic



Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2016-10-01 - 2017-09-30	Qtr01	424	11.3%	109	2.9%	213	5.7%	93	2.5%	66	1.8%	886	2,855	3,741	2,114	2,791
2016-10-01 - 2017-09-30		424	11.3%	109	2.9%	213	5.7%	93	2.5%	66	1.8%	886	2,855	3,741	2,114	2,791
2015-10-01 - 2016-09-30	Qtr04	939	11.0%	292	3.4%	564	6.6%	184	2.2%	59	0.7%	2,000	6,544	8,544	6,505	4,621
	Qtr03	861	9.9%	353	4.0%	548	6.3%	192	2.2%	109	1.2%	2,025	6,710	8,735	6,703	4,501
	Qtr02	777	9.0%	338	3.9%	547	6.4%	285	3.3%	115	1.3%	2,037	6,576	8,613	6,577	4,464



Three Year By Quarter No Show/Cancellation Summary

Oneida Health Center Medical Clinic

Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2015-10-01 - 2016-09-30	Qtr01	1,559	11.2%	370	3.9%	522	4.1%	937	3.6%	81	0.9%	2,361	7,061	9,422	7,065	5,031
2015-10-01 - 2016-09-30		3,630	12.3%	994	3.8%	2,150	6.2%	3,998	2.8%	364	1.0%	8,423	26,891	35,314	26,850	8,662
2014-10-01 - 2015-09-30	Qtr04	2,089	13.1%	484	5.2%	780	5.0%	472	3.1%	107	0.7%	4,232	10,928	15,160	10,930	6,159
	Qtr03	2,134	13.9%	994	4.6%	734	4.8%	535	3.0%	112	0.7%	4,439	10,902	15,341	10,911	6,038
	Qtr02	2,176	13.8%	1,133	7.9%	709	4.5%	285	1.8%	99	1.3%	4,507	11,274	15,781	11,294	6,224
	Qtr01	2,308	14.2%	1,008	6.2%	762	4.7%	352	2.2%	97	1.2%	4,627	11,681	16,308	11,697	6,545
2014-10-01 - 2015-09-30		8,707	13.9%	3,914	4.5%	2,985	4.1%	1,574	2.0%	325	1.0%	17,805	44,785	62,590	44,832	10,263
Summary		12,767	12.6%	5,376	5.3%	5,379	5.5%	2,665	2.6%	603	1.1%	27,114	74,531	101,645	73,796	11,961



BH - Access Of Care 3rd Available appointment

BH ATODA Intakes

Resource	Appointment Type	Next 3rd Open
Krueger MSW APSW CSAC, Rebecca	Intake Mental Health/ATODA-90	Dec 16, 2016 10:00:00 AM
Lalonde BS CSAC, Scott	Intake Mental Health/ATODA-90	Dec 30, 2016 7:00:00 AM
Metoxen MSW SAC, Lynn	Intake Mental Health/ATODA-90	Dec 29, 2016 10:00:00 AM

BH-ATODA (C2)

Resource	Appointment Type	Next 3rd Open
Agneessens BA CSAC CSIT, Mike F	Individual Therapy Session-60	Nov 7, 2016 3:00:00 PM
Krueger MSW APSW CSAC, Rebecca	Individual Therapy Session-60	Nov 9, 2016 12:00:00 PM
Lalonde BS CSAC, Scott	Individual Therapy Session-60	Nov 16, 2016 7:00:00 AM
Rasmussen BSW CSAC, Dale S	Individual Therapy Session-60	Nov 1, 2016 3:00:00 PM
Schoen BS CSAC, Kelly	Individual Therapy Session-60	Nov 24, 2016 12:00:00 PM

BH-Co-Occuring Intake

Resource	Appointment Type	Next 3rd Open
Collier, Carmen D MS LPC CSAC	Intake Mental Health/ATODA-90	Jan 5, 2017 9:00:00 AM
King MSW LCSW CSAC, Mary Beth	Intake Mental Health/ATODA-90	Dec 23, 2016 7:30:00 AM
Lambert LPC CSAC, Timothy C	Intake Mental Health/ATODA-90	Jan 5, 2017 3:00:00 PM
Nehring MSE LPC CSAC CS, Teri	Intake Mental Health/ATODA-90	Jan 12, 2017 8:00:00 AM

BH-Co-Occuring C2

Resource	Appointment Type	Next 3rd Open
Cheney MSW, LCSW, SAS Benjamin R	Individual Therapy Session-60	Nov 10, 2016 1:00:00 PM
Collier, Carmen D MS LPC CSAC	Individual Therapy Session-60	Nov 10, 2016 9:30:00 AM
King MSW LCSW CSAC, Mary Beth	Individual Therapy Session-60	Nov 2, 2016 10:00:00 AM

CAMERON



BH - Access Of Care 3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Lambert LPC CSAC, Timothy C	Individual Therapy Session-60	Nov 7, 2016 9:00:00 AM
Nehring MSE LPC CSAC CS, Teri	Individual Therapy Session-60	Nov 8, 2016 9:30:00 AM

BH MH Intakes

Resource	Appointment Type	Next 3rd Open
Helander MSW LCSW, Valorie	Intake Mental Health/ATODA-90	Jan 17, 2017 11:00:00 AM
Huhtala MSW LCSW, Rhonda	Intake Mental Health/ATODA-90	Feb 21, 2017 9:00:00 AM

BH-Mental Health (C2)

Resource	Appointment Type	Next 3rd Open
Brito, MFT TL SAC IT, Martha	Individual Therapy Session-60	Nov 22, 2016 8:00:00 AM
Cornelius-Adkins MSW LCSW SAC CSOT BCD, Torland E	Individual Therapy Session-60	Nov 21, 2016 6:00:00 PM
Helander MSW LCSW, Valorie	Individual Therapy Session-60	Nov 10, 2016 2:00:00 PM
Huhtala MSW LCSW, Rhonda	Individual Therapy Session-60	Nov 23, 2016 1:00:00 PM
Sayers MSW LCSW LMFT, Kathleen	Individual Therapy Session-60	Nov 21, 2016 11:00:00 AM
Shaw MSW LCSW, Lisa	Individual Therapy Session-60	Dec 13, 2016 8:30:00 AM

BH-EMDR Intakes

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	BH-EMDR Intake	Dec 5, 2016 1:00:00 PM

BH-EMDR Therapy

Resource	Appointment Type	Next 3rd Open
Collier, Carmen D MS LPC CSAC	BH-EMDR Therapy	Nov 29, 2016 11:00:00 AM
King MSW LCSW CSAC, Mary Beth	BH-EMDR Therapy	Nov 15, 2016 8:00:00 AM

CANCELLED



BH - Access Of Care 3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Shaw MSW LCSW, Lisa	BH-VIDR Veteran	Dec 12, 2016 1:00:00 PM

BH-Veteran Eval

Resource	Appointment Type	Next 3rd Open
Shaw MSW LCSW, Lisa	Veterans Evaluation	Dec 5, 2016 8:30:00 AM

BH-Intial Reiki Appointment

Resource	Appointment Type	Next 3rd Open
King MSW LCSW CSAC, Mary Beth	Reiki	Nov 23, 2016 3:00:00 PM
Lalonde BS CSAC, Scott	Reiki	Dec 16, 2016 11:00:00 AM
Nehring MSE LPC CSAC CS, Teri	Reiki	Nov 28, 2016 2:00:00 PM

BH-Psych Evals

Resource	Appointment Type	Next 3rd Open
Sayers PHD, Michael	Psychological Evaluation	Nov 14, 2016 8:30:00 AM
Trail PsyD Sharyl	Psychological Evaluation	Nov 14, 2016 1:00:00 PM

BH- Psych Eval FU

Resource	Appointment Type	Next 3rd Open
Sayers PHD, Michael	Psychological Eval Follow Up	Nov 2016 2:00:00 PM

BH-Child Evals

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Child Eval	Dec 13, 2016 1:00:00 PM

BH-Child Med Checks

CANCELLED



BH - Access Of Care 3rd Available appointment

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Child Med Check	Nov 15, 2016 10:00:00 AM

BH-Adult Evals

Resource	Appointment Type	Next 3rd Open
Shekar MD, Chandra K.	BH-Adult Eval	Dec 5, 2016 3:00:00 PM

BH-Med Checks

Resource	Appointment Type	Next 3rd Open
O'Neill, MD, Michael	BH-Medication Check	Nov 8, 2016 9:15:00 AM
Patil MD, Veeranagouda	BH-Medication Check	Dec 12, 2016 3:00:00 PM
Rodriguez MD, Josefina	BH-Medication Check	Nov 17, 2016 5:00:00 PM
Shekar MD, Chandra K.	BH-Medication Check	Nov 17, 2016 3:30:00 PM

BH-RN Triage Assessment

Resource	Appointment Type	Next 3rd Open
Paluch MSE RN LPC, Dave	RN-Psychiatric Nursing Assessment	Nov 30, 2016 9:30:00 AM
Skrivanie MSN RN, Lois	RN-Psychiatric Nursing Assessment	Nov 10, 2016 10:00:00 AM

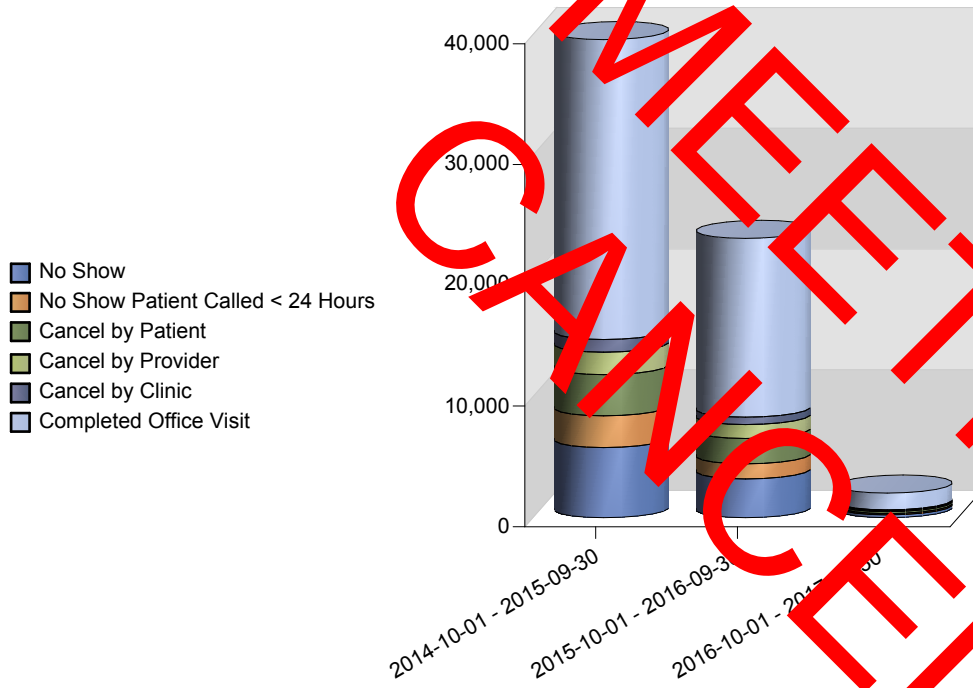
BH-Eval FU

Resource	Appointment Type	Next 3rd Open
Dzubinski MD, David L	BH-Eval FU	Jan 12, 2017 3:00:00 PM
O'Neill, MD, Michael	BH-Eval FU	Nov 17, 2016 10:45:00 AM
Patil MD, Veeranagouda	BH-Eval FU	Dec 30, 2016 1:00:00 PM
Rodriguez MD, Josefina	BH-Eval FU	Nov 16, 2016 9:30:00 AM

CANCELLED



Three Year By Quarter No Show/Cancellation Summary Behavioral Health Services



Range	FY QTR	No Show	%	No Show Patient Called < 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2016-10-01 - 2017-09-30	Qtr01	232	11.4%	102	5.0%	162	8.0%	87	4.3%	62	3.0%	645	1,391	2,036	1,222	939
2016-10-01 - 2017-09-30		232	11.4%	102	5.0%	162	8.0%	87	4.3%	62	3.0%	645	1,391	2,036	1,222	939
2015-10-01 - 2016-09-30	Qtr04	769	13.2%	268	4.6%	537	9.2%	281	4.8%	164	2.8%	2,019	3,808	5,827	3,786	1,481
	Qtr03	807	13.8%	314	5.4%	532	9.1%	205	3.5%	101	1.7%	1,959	3,895	5,854	3,638	1,496
	Qtr02	824	13.2%	339	5.4%	573	9.2%	307	4.9%	224	3.6%	2,267	3,979	6,246	3,636	1,501



Three Year By Quarter No Show/Cancellation Summary Behavioral Health Services

Range	FY QTR	No Show	%	No Show Patient Called : 24 Hrs	%	Cancel by Patient	%	Cancel by Provider	%	Cancel by Clinic	%	No Show Cancellation Total	Completed Office Visit	Total Appointments	Billed Visits	Total Clients
2015-10-01 - 2016-09-30	Qtr01	827	15.5%	331	6.4%	156	8.9%	322	7.0%	122	2.3%	2,078	3,127	5,205	3,122	1,377
2015-10-01 - 2016-09-30		3,207	15.2%	1,239	5.4%	2,095	9.1%	1,155	5.0%	611	2.6%	8,323	14,809	23,132	14,182	2,485
2014-10-01 - 2015-09-30	Qtr04	1,477	15.5%	673	6.6%	816	8.2%	392	4.1%	230	2.4%	3,548	6,037	9,585	6,038	2,098
	Qtr03	1,510	15.2%	531	6.4%	887	8.9%	411	4.5%	146	1.5%	3,625	6,300	9,925	6,303	2,206
	Qtr02	1,373	13.6%	663	6.6%	730	9.2%	538	5.3%	279	3.9%	3,899	6,179	10,078	6,182	2,119
	Qtr01	1,445	14.4%	701	7.0%	776	7.8%	481	4.8%	200	2.8%	3,683	6,323	10,006	6,371	2,151
2014-10-01 - 2015-09-30		5,805	14.7%	2,631	6.2%	4,409	8.6%	1,862	4.7%	1,148	3.3%	14,755	24,839	39,594	24,894	3,417
Summary		9,244	14.3%	3,985	6.2%	5,669	8.8%	3,104	4.8%	1,127	2.7%	23,723	41,039	64,762	40,298	4,288

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Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwá operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~11 / 23 / 2016~~

2. General Information:

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

Agenda Header:

Accept as Information only
 Action - please describe:

3. Supporting Materials

Report Resolution Contract
 Other:
1. 3.
2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

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

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

**ONEIDA LAND CLAIMS COMMISSION
4th QUARTER REPORT**

July 1, 2016 to September 31, 2016

Submitted by Dakota Webster, LCC Secretary 920-228-0623

LAND CLAIMS COMMISSIONERS:

Officers: Chairperson- Vacant, Vice Chair-Loretta V. Metoxen, Secretary/Treasurer-Dakota Webster

Commissioners: Jay Rasmussen, Donald McLester, Chris Cornelius, Tomas Escamea, Charles Wheelock

LCC Liaison: Jennifer Webster

PURPOSE:

The Oneida Land Claims Commission will make informed thoughtful recommendations to the General Tribal Council and Business Committee on issues pertaining to all Oneida land claim issues. We also encourage active participation from the membership.

MISSION:

Actively pursuing education, recommendations, and resolutions to all land claim settlement offers; honoring our ancestors' treaties, and the seven generations.

OBJECTIVES:

The Oneida Land Claims Commission is an elected governing body to meet the needs of the General Tribal Council. The Land Claims Commission continues to actively participate in all Business Committee meetings in regards to the New York Land Claims – Congressional Fix issues along with land claims in progress, and land claim issues which may arise. The Land Claims Commission is in the process of updating the By-Laws which govern the commission. The Land Claims Commission is working to set up a website so information involving land claims is accessible to tribal membership. The Land Claims Commission is planning to conduct community outreach sessions aimed to educate and receive feedback on all land claims which our General Tribal Council is entitled to.

MEETINGS:

July 27

August 18, 25 (special)

September 8 (special), 29

The Land Claims Commission meets twice a month on a regular basis as scheduled; the first and third Thursday of every month at 5:30 p.m. Meeting location to be announced.

FOLLOW UP:

The Oneida Land Claims Commission, with the assistance of Steve Webster, has nearly completed the uploading of all land claims sensitive documentation to the OnBase computerized system. The Land Claims Commission met with Business Committee Secretary Lisa Summers, Treasurer Trish King, member Jennifer Webster, and Executive Assistant Brian Doxtator in which an MOU was established regarding the transfer of duties for the vacant Land Commission Executive Assistant position. The Land Claims Commission will be utilizing staff from the Business Committee Secretary's office, in lieu of a hiring an Executive Assistant, to reduce costs. Renovations are at a standstill due to funding. The Land Claims Commission adopted a revised purpose and mission to align with our new education and strategic goals.

CANCELLED

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~/~~14~~/~~16~~

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:
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:

Quarterly Report

CANCELLED
MEETING

- 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 Nation

Office of Self-Governance

Post Office Box 365

Phone: (920)869-4368



Oneida, WI 54155

Tribal Self-Governance Quarterly Report to the Oneida Business Committee

Submitted By:
Christopher Johns, SG Coordinator

December 6, 2016

BUDGET

Congress returned for its first session in mid-November. It is likely that Congress will once again develop and pass a Continuing Resolution (CR) for the period extending through March 31, 2017. This will give the new Congress and the President approximately (2) months to develop a spending plan for the remaining six (6) months of Fiscal Year (FY) 2017. Congress will also be working on a spending plan for FY 2018 at the same time. As of Friday, December 2, 2016, nothing has been introduced for consideration in either the House or Senate.

CONTRACT SUPPORT COSTS (CSC)

The Class Action lawsuit originally filed by the Ramo Navajo Chapter and to which the Oneida Nation was a class member has resulted in a settlement of \$7,28,871.85 in back payment to the Nation and a settlement of \$1,237,327.77 to the Oneida Nation School. The Settlement also obligates the federal government to pay 100% of CSC to each Tribal contractor or compactor rather than a percentage based on Congressional appropriations. While the settlement only extends to programs and services funded through the Department of the Interior's Bureau of Indian Affairs (DOI/BIA), progress has also been made in this on-going dispute with the Indian Health Service (IHS).

On October 27, 2016, Principal Deputy Director, Mary Smith, announced that IHS has finalized a new CSC Policy. The new Policy serves as a guide for IHS and Tribes in the preparation, negotiation, determination, payment and reconciliation of CSC funding used to support new, expanded and ongoing services provided through compacts and contracts.

The Policy includes several issues Tribes advocated for in comments to the CSC Draft Policy. One of particular interest is the inclusion of the medical inflation rate to calculate estimated annual increases to ongoing direct CSC. Additional changes include an option to Tribes to reconcile and determine the full, final CSC expenditures within 90 days of the end of the annual performance period and a CSC Negotiation Template.

FEDERAL BRANCH TRANSITION: SELF-GOVERNANCE PRIORITIES

Self-Governance Tribes identified a broad range of “Priorities” for the next Administration at the Fall 2016 National Strategy Meeting of Self-Governance Tribes. The full document will be uploaded to the “G” drive. One of the more important Priorities is a concern that the nation-to-nation relationship that has been evolving over the last several decades continue by appointing qualified, experienced men and women to existing administrative positions and policy advisory groups.

Among the critical individual appointments are the:

- ✓ White House Advisor on Indian Nation
- ✓ Secretary of the Department of the Interior
- ✓ Assistant Secretary of Indian Affairs at the Department of the Interior
- ✓ Secretary of Health and Human Services
- ✓ Director of Indian Health Service
- ✓ Administrator for the Administration on Native Affairs
- ✓ Administrator of the Substance Abuse and Mental Health Service Administration
- ✓ Administrator of the Center for Medicare and Medicaid Services
- ✓ Secretary of the Department of Transportation
- ✓ Deputy Assistant Secretary for Tribal Government Affairs at the Department of Transportation
- ✓ Office of Management and Budget
- ✓ Assistant Director for Native American Programs

Among the critical Tribal Advisory Committees are the:

- ✓ Self-Governance Advisory Committee for the DOI/BIA
- ✓ Tribal Self-Governance Advisory Committee for HHS
- ✓ HHS Secretary’s Tribal Advisory Committee (STAC)
- ✓ White House Council on Native American Affairs
- ✓ Tribal Nations Leadership Council (TLNC) at the Department of Justice (DOJ)

This is not a complete list of individual appointees or Tribal Advisory Committees. It is likely that the decision to continue any of them will be left to the next Administration's advisors.

The document further recommends the establishment of the following:

- ✓ A Self-Governance Advisory Committee within the Department of Transportation (DOT). Though the Tribal Transportation Self-Governance Program (TTSGP) Negotiated Rulemaking Committee will likely complete its work by the end of 2017, DOT will need ongoing support and advisement from Tribal leaders as implementation of the Fixing America's Surface Transportation (FAST) Act proceeds. An advisory committee can provide support and education for DOT leadership, Tribes, and other industry stakeholders.
- ✓ A Justice Programs Council on Native American Affairs (JPCNAA) within DOJ. A senior level Advisory Council within the Office of Justice Programs (OJP) was established to ensure coordination and consultation on justice and public safety issues in Indian Country. The Council reviews and develops Tribal justice and safety policy recommendations and strategies that align with the OJP Strategic Plan's modernization and are embraced and implemented by OJP leadership. In order to better address justice and public safety issues in Indian Country, the JPCNAA needs to be established within the DOJ as a whole. For example, within HHS, Congress authorized the Interdepartmental Council on Native American Affairs (ICNAA) as part of the Native Programs Act. This internal council brings together all operating and staff divisions within HHS to frame the department's policies and initiatives, and guide their overall interactions with AI/AN. We request that you include the same authority for JPCNAA in DOJ.
- ✓ A Veterans Health Advisory Committee. The next Administration should make coordination between Tribes, IHS, and the Veterans Administration (VA) a top priority in order to improve the access and quality of care provided to veterans. This Committee should be charged with developing solutions for improving coordination of care, updating and extending the National VA-IHS Memorandum of Understanding (MOU), and creating policy recommendations to provide greater health care access and quality for all veterans.

TRIBAL CONSULTATION AND COMMENT REQUESTS

- ✓ HHS to Host Tribal Consultation on Uniform Administrative Requirements, Cost Principles, and Audit Requirements

On November 10, 2016, the Department of Health and Human Services (HHS) announced they will host a Tribal consultation call with a subsequent 30-day comment period to receive input regarding a Notice of Proposed Rulemaking (NPRM) that amends HHS Uniform Administrative Requirements, Cost Principles, and Audit Requirements for HHS federal Awards.

HHS received a number of Tribal comments, including comments from the IHS Tribal Self-Governance Advisory Committee (TSGAC), relating to provisions in the July 13, 2016, NPRM that apply to the Indian Self-Determination and Education Assistance Act (ISDEAA). In addition to

comments relating to the ISDEAA, many comments requested additional Tribal consultation on the NPRM. HHS continues to accept and review all of the comments that are received from Tribes on this NPRM and will host a Tribal consultation call prior to finalizing the ISDEAA provisions. HHS will seek to issue the ISDEAA provisions as part of its existing regulations following consultation. Details of the Tribal consultation call can be found below:

Friday, December 9, 2016
 3:00 p.m. - 4:30 p.m. (Eastern Time)
 Conference Call Dial-in: (888) 950-7566
 Participant Passcode: 1469236

The Tribal consultation record will remain open for 30 days after the consultation call wherein additional comments will be accepted.

✓ IHS Headquarters Realignment National Teleconference

IHS Principle Deputy Director, Mary Smith, announced November 15, 2016, that IHS will extend the comment period on the proposal to realign IHS Headquarters to January 13, 2017. In addition to the extended comment period, IHS will host three national teleconferences to gather input from Tribes. The third call is set for Wednesday, November 30, 2016.

Monday, December 12, 2016
 3:00 - 4:30 p.m. (Eastern)
 Dial-in: (800) 857-2499
 Participant Passcode: 372979

Comments must be submitted to consultation@ihs.gov by January 13, 2017. TSGAC submitted comments prior to the initial deadline, but will continue to hear feedback from Tribes and send a follow up letter if necessary.

Notable 2016 Self-Governance Meetings and Events

Joint IHS TSGAC – DOI SGAC Meeting
 January 24-26, 2017
 Washington, DC

Tribal Interior Budget Committee (TIBC) Meeting
 March 21, 2017
 Washington, DC

Joint IHS TSGAC – DOI SGAC Meeting
 March 28-30, 2017
 Washington, DC

2017 Tribal Self-Governance Annual Consultation Conference
April 23-27, 2017
Spokane Convention Center- Spokane, Washington

Tribal Interior Budget Committee (TIBC) Meeting
May 2, 2017
Washington, DC

Joint IHS TSGAC – DOI SGAC Meeting
July 18-20, 2017
Washington, DC

Joint IHS TSGAC – DOI SGAC Meeting
October 14-26, 2017
Washington, DC

Tribal Interior Budget Committee (TIBC) Meeting
November 1, 2017
Washington, DC

CANCELLED

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12 / 14 / 16~~

2. General Information:

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

[Empty text box]

Agenda Header: Reports

- Accept as Information only
 Action - please describe

Emergency Management 4th Quarter FY 2016 Report and EMPG Summary Attachment

3. Supporting Materials

- Report Resolution Contract
 Other:

1. FY 2016 EMPG Summary 3.
2. 4.

Business Committee signature required

4. Budget Information

- Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Melinda J. Danforth, Tribal Vice Chairwoman

Primary Requestor/Submitter: Kaylynn Gresham, Director Emergency Management
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.



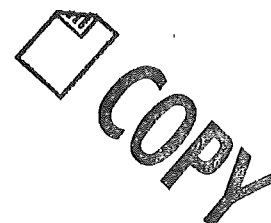
STATE OF WISCONSIN
DEPARTMENT OF MILITARY AFFAIRS
DIVISION OF EMERGENCY MANAGEMENT

Brian M. Satula
Administrator

Scott Walker
Governor

Steve Fenske
East Central Region Director

November 18, 2016



Cristina Danforth
Oneida Nation Chairwoman
PO Box 365
Oneida, WI 54155-0365

Dear Ms. Danforth:

The East Central Regional Office of Emergency Management has received and reviewed semiannual reports submitted by county/tribal directors of Emergency Management for the **second half FFY 2016**. This period of time includes **April 2016 through September 2016**. The following is an excerpt from the East Central Regional Report as it relates to your tribe.

Oneida Nation

During the 2nd half of the FFY2016 POW, Oneida Tribe EM Director updated the entire Emergency Response Plan (ERP) including the Basic Plan, Table of Contents, Legal Basis, Phone List, and all 15 Emergency Support Function (ESF). Updates are made regularly to reflect the inclusion of the submitted ESFs as well as the necessary changes of language and policy that affects the Tribes as a whole as Federal policies are created and/or changed in relation to FEMA and Tribal policy.

Oneida Tribe received a grant in 2015 to complete the update of their Pre-Disaster Mitigation plan. Oneida Tribe of Indians worked with Bay Lakes Regional Planning Commission to complete the update, which was submitted and approved by FEMA. The plan is now in effect until September of 2021. Additional planning initiatives include: continued participation in Regional Mass Care Planning; as well as working with the 152 departments and the Gaming & Retail establishment to develop and update Emergency Action Plans.

The Director has completed all minimum required training courses per the EMPG grant guidance, plus the Director attended a number of training courses and attended various other tribal and state conferences during this period, including Disaster Assessment training, FEMA Regional Power Outage exercise, and Mass Fatality Planning, just to name a few. Outreach included presentations to various civic groups on being prepared for upcoming severe weather season and the importance of obtaining a NOAA Weather radio. Plus the Emergency Management Director provided informational outreach to community members at a booth at the Oneida Elder Expo.

In addition to the Plan of Work requirements, the Emergency Management Director, along with several other County EM Directors and the WEM Response Section Supervisor, participated in the POW Workgroup. The workgroup was tasked with rewriting the 2017 EMPG Plan of Work and Grant Guidance.

All requirements for program administration were provided by the end of the FFY2016 grant period. **Payment of EMPG and EPCRA grants is recommended for the FFY2016 second-half reporting period for Oneida Nation.** If you have any questions regarding your Tribe's Emergency Management Plan of Work, or my comments in this report, please feel free to contact me at any time.

Sincerely,
Steve Fenske
Wisconsin Emergency Management
East Central Region Director

Cc: Tribal E.M. Director

CANCELLED



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

TO: Oneida Business Committee
 FM: Emergency Management
 REF: Quarter 4 Report (July – September, 2016)
 Date: December 2, 2016

General Overview:

The Emergency Management Department works to ensure the Oneida Nation is in a constant state of readiness through the use of reports 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 numerous surrounding jurisdictions when an emergency/disaster that affects the Oneida Nation or the Oneida Community occurs.

Executive Summary:

The purpose of this report is to describe the activities of the Emergency Management Department during the months of July, August, and September 2016. During this time the Emergency Management Department participated in a number of different activities discussed throughout the following information:

July – The Director continued work on the updates and changes to Emergency Support Functions (ESF) for the Oneida Nation Emergency Response Plan. ESF 1 – Transportation, 2 – Communications, 3 – Public Works, 6 – Human Services, 10 – HAZMAT, 11 – Agriculture, and 12 – Energy; were sent to the respective areas for review. During the month of July the EM Director continued to work extensively with departments and divisions within the Oneida Nation to develop and complete their Emergency Action Plans. A request was made to all Department Managers and Division Directors that they continue to follow up on Emergency Action Plans for all the areas and departments within their area of supervision.

During the month of July the Director continued to work with several departments within the Oneida Nation to update the Nation's Pre-Disaster Mitigation Plan. The plan was presented to the Oneida Community members at the Semi-Annual GTC meeting, where over 200 people signed in and received information about the plan and what it discusses. After the presentation to the community the plan was then sent to FEMA for review and approval. The Oneida Nation received confirmation in August that FEMA approved the submitted plan, at which time the OBC

formally adopted the Oneida Nation Pre-Disaster Mitigation Plan 2016 – 2021, by resolution. The adopted plan is in effect until 2021, at which time it will need to be updated.

During the month of July the Bad River Reservation in Northern WI experienced severe flooding that impacted their entire community. Emergency Management reached out to the Tribe as a whole to lend support, and also to the Tribal Leadership to provide administrative assistance, as their tribe does not have an emergency management department. The Director is also the Chairwoman of WiTEMA; as such direction and administrative assistance was provided to the Bad River Tribe during their Presidential Declaration Process for the damage their reservation sustained. The Oneida Nation sent a semi-trailer of water as well as contributed monetarily to the Bad River Flooding Fund as a way to provide assistance to those affected. Requested supplies were also delivered by community members to the Bad River Reservation in an effort to provide assistance.

August – As part of the deliverables of the Emergency Management Performance Grant, the Director continues to meet with the necessary departments to update the Emergency Support Functions of the Oneida Nation ERP. In August the Director received the information for review and signatures from several ESF's that were sent out during July. The Director received signatures on ESF's 1 – Transportation, 2 – Communication, 6 – Human Services, 10 – HAZMAT, 11 – Agriculture, and 12 – Energy. Upon approval and signature of the ESF's they are sent to the Regional EM Director for approval and inclusion of the completed deliverable of the FY Emergency Management Performance Grant. The Director also updated the Acronyms section and Legal Basis section of the Oneida Nation Emergency Response Plan and sent it to the Regional EM Director for approval and inclusion of the FY 2016 EMPG.

During the month of August the Director attended the Tribal Lands Forum Conference in Connecticut in conjunction with employees from the Environmental Health and Safety Division and the Oneida Law Office. The Director also attended the pilot class for Partner Coordination at the Emergency Management Institute in Emmitsburg, Maryland as an invited attendee from the Tribal Liaison for EMI's training academy.

During the month of August, to complete the third exercise requirement for the EMPG, the EM Director attended FEMA Region 4 Regional Power Outage Exercise with partners throughout WI and MI, focusing on response to a Power Outage that could affect the Midwest Region of the US. The EM Department also attended the Oneida Nation Elder Expo, providing information and outreach to community members on Emergency Management programs and initiatives on the Oneida Reservation.

September – During the month of September the Director focused most of her time on continuing to update the Emergency Action Plans for the tribal departments. Since September is the last month of the fiscal year, EM submitted ESF's 3 – Public Works and Engineering, 7 – Resource Support, 15 – External Affairs (Draft), and 16 – Radiological Incidence (Draft) to the EM Regional Director for inclusion and approval for the 2016 EMPG. The Director also submitted the updated version of the Oneida Nation Emergency Response Plan with informational updates to the Basic Plan, Table of Contents and Phone List. It often takes several months for the Regional Director to review all the submissions for the EMPG. Although the approval letter for Oneida's EMPG funding was received outside of the timeframe discussed within this report, a copy of the approval letter is attached for review with discussion of the objectives completed and documents submitted during the second half of the fiscal year 2016. (See attached letter dated November 18, 2016)

During the month of September the EM Director began discussion with the representative from the LPGA and Thornberry Creek Golf Course and OPD for planning needs in reference to Emergency Management and Law Enforcement perspectives. Meetings continue to be scheduled to develop the event planning guide for the event. The EM Director attended the National Tribal Emergency Management Conference in LeMoore, CA. There were over 100 Tribes represented at the conference with presentations from several tribes that have had

Emergency Declarations for various reasons as well as several Federal Regulatory Agencies that were partners in the responses to their incidents. The representation of Midwest tribes at the conference was minimal; therefore it is my hope as the Chairwoman of WiTEMA and as a member of FEMA Region V IEMA (International Emergency Management Association) that I can recruit more tribal representatives from our area of the Midwest to attend.

During the 4th quarter of FY 2016 the Emergency Management Department focused on continuing to update and develop the Emergency Action Plans (EAP) for the Divisions and Departments throughout the organization. Several departments have completed their updates and are now compliant in having up-to-date Emergency Action Plans for their employees. EM is in the process of developing an updated Tribal List of Department and Building locations for all tribally occupied facilities for the organization.

EM also completed and submitted the second half report for FY 2016 EMPG. The report and narrative were submitted to the Regional Director for funding approval, along with the crosswalk detailing updated information to the Oneida Nation Emergency Response Plan.

Most successful to note during the 4th quarter, in cooperation with Bay Lakes Regional Planning Oneida Emergency Management submitted and obtained approval from FEMA of the Oneida Nation Fire-Disaster Mitigation Plan (PDMP) 2016 - 2021, which has been subsequently adopted by Resolution by the OAC. The update to the previous plan was completed by several departments within the organization over an 18 month process. Oneida's current PDMP is effective for the next 5 years.

End of Report -----

Kaylynn Gresham
Director Emergency Management
Oneida Nation

COMPLETED

Oneida Business Committee Agenda Request

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- Action - please describe:

Business Committee approval or report

[Large red watermark: CANCELED MEETING]

3. Supporting Materials

- Report Resolution Contract
- Other:

1. [Empty text box] 3. [Empty text box]

2. [Empty text box] 4. [Empty text box]

Business Committee signature required

4. Budget Information

- Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Tehassi Hill, Council Member

Primary Requestor: Jeff House, OTIE Board Member
Your Name, Title / Dept. or Tribal Member

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

Oneida Total Integrated Enterprises

4th Quarter Report 2016
November 29, 2016

Prepared by:

Jack N. PE, President

Submitted to:

OTIE Board of Managers: Butch Rentmeister, Charpeston,
Jeff House, Jackie Zalim, Wayne Metoxen, Leslie Wheelock

OTIE Report 01-20161129



Narrative Report

a. Explanation of the core of the Corporation's business practices and market overview

Five core services contribute a majority of OTIE's backlog in response to federal and state project requirements, changing infrastructure demands, and the often accompanying regulatory challenges. OTIE provides:

- Environmental services
- Remediation
- Construction and demolition
- Engineering design and studies
- Munitions response services

We deliver these diversified services to government agencies, as well as commercial clients in the United States and across the world. OTIE has staff worldwide, continuing an upward trend of growth measured by staff count while some firms in our space have shut down due to weaker financial performance.

Our business posture is configured to consistently provide solutions that offer our customers cost-effective problem support while adapting to evolving procurement strategies and budgetary pressures. Core service growth has established OTIE as vastly more diversified than ever before to win contracts that require multi-dimensional capabilities.

As a service-based company, OTIE revenue is primarily derived through the labor-based professional services, plus construction projects that can potentially return higher margins. On both pro-services and construction projects, we forego pursuit on opportunities with capital-intensive requirements and the accompanying buildup of depreciating assets. Instead, our growth is achieved by: retaining clients and attracting new ones; providing quality and responsive value-oriented project management at competitive rates; and retaining high-performing, dedicated employees.

Market overview

Markets continue to change and our business is evolving to address these changes. Environmental services and Munitions Response Services (MRS) continue to see declining potential due to market saturation and bundling of services delivery requirements. OTIE succeeds by focusing our efforts on core and emerging sectors, well-funded service types, and reliance on partnerships to deliver high-dollar projects.

Regarding infrastructure engineering services, years of deferred maintenance by customers has created appreciable opportunity for OTIE serving federal agency customers, whose budgets have undergone belt-tightening and a corresponding requirement to "do more with less." Along with our competitors, OTIE strives to



capture the high labor projects that government spending on infrastructure improvements demands.

Broader economic recovery and industry confidence has created renewed investment through construction, and this creates value and opportunity in construction and demolition, driven by the energy/efficiency requirements and technology updating. While the adjectives “slow and steady” remain prominent, headwinds are dropping to help stimulate recovery. Construction and construction management (including Title II) services represent a significant portion of OTIE’s revenue potential over the next five years.

As reported in prior Annual Reports, the market for our services remains highly competitive. An abundance of Architecture / Engineering / Construction (AEC) firms provide similar services offered by OTIE. Competitive factors for our success include performance reputation, price, geographic location and availability of technically skilled personnel. We are pleased with our accomplishments which reinforce our market leadership as a small business competitor.

Operational tactics in the marketplace

OTIE directs our primary business pursuits from a stable customer base concentrated in federal, state and municipal government entities. We progressively develop and position for federal opportunities and target large program offerings at state, municipal and tribal levels.

As a technical consultancy, we provide studies, design and engineering together with project management skills for a growing roster of clients. Added resilience occurs through prospecting for projects in other regions/with other tribes, and in adjacent technical services. Our tribal business, aerospace industry (commercial), and electric utility company contracts are exceptions to OTIE’s heavy reliance on government contracts, and in all cases our customer base offers outstanding opportunity for securing projects and targeting:

- long-term, high-dollar contracts to offer steady and profitable backlog
- low risk contracts to stabilize the Company’s business base
- capturing market share in emerging or expanding growth markets

Our strategy focuses on maintaining our top-tier position with select federal agency customers; realizing the opportunities arising from infrastructure investment; and from the budgetary spend in environmental programs. OTIE’s transportation, tribal and munitions response capabilities provide added diversity within our core services.

Success implementing OTIE’s preference for long-term contracts is demonstrated in our win at Thornberry Golf Course, where we enjoy residual opportunity over and above the initial project that was awarded. Similarly our operational tactics with our WisDOT customer produced a win for IH-39 Rock River Bridges and STH 59 Interchange Reconstruction, providing lasting value on a high-visibility project.



Our operational excellence continues to improve the underlying processes of the business, ensuring increased time to focus on our clients' needs and project delivery.

b. Explanation of the Corporation's current place within the market

OTIE is a Native American, tribally-owned, SBA-certified 8(a) small disadvantaged business (SDB). Other small business categories in the marketplace include: HUB-Zone; Woman-owned; Veteran-owned; Service Disabled Veteran-owned; Alaskan Native Corporation; Native Hawaiian Owned; and Native American-owned.

OTIE operates in a fiercely competitive, expanding market that seeks diversity and economic vitality through government contracting. Our advantage over emerging small business competitors is maintained through steadfast conformance with quality, safety and contracting/acquisition requirements and regulations imposed by the Federal government. We pride ourselves in offering "no drama" project performance, and continued requests for OTIE project leadership occurs.

Looking at the 8(a) market, OTIE is clearly distinguished from others by our size and longevity as a company. Now in our third decade of business operations, we are a mature, tested and proven small business with infrastructure that rivals many large businesses. We believe that our present size and diversified service offerings - relative to the smaller, niche companies - are advantageous to OTIE.

The company's position in the marketplace remains healthy and configured for future success. To sustain and expand our place within the market, OTIE budgets and expends significant funds in Bid & Proposal (B&P) marketing, advertising and conference participation. We limit expenditures on trade shows and conferences to events wherein OTIE holds a present market position and potential growth can be directly tied to attendance.

Our financial and project performance are coequal metrics that are tracking along gradual improvement vectors, and are indicative of steady growth instead of punctuated spikes that are harder to sustain. With the hard work and support of a diverse and talented workforce around the world, we have confidence in our strong position within the marketplace, and that we can make a difference to the world we live in. OTIE remains appropriately configured for the year ahead despite continued uncertainties in some of our markets.

c. Explanation of the outlines of strategies by the Corporation for improved value in the market

Improving our value and position in the marketplace directly corresponds to delivering profitable growth for the Oneida Nation. OTIE strategically identifies opportunities with government and other customers where funding is reliable and alignment with our core competencies is commensal. Examples include engineering services, Munitions Response Services (MRS), and design/construction contract management.



We also target areas that we believe are attractive for building professional development for our staff. For instance, our Atlanta office has focused heretofore on EPA START program support, but recently crafted a winning strategy for a groundwater monitoring and optimization project at Air Force Plant 6 in Georgia. OTIE's EPA-experienced staff have diversified their customer base and built new credentials for future similar pursuits.

More specifically, the following elements drive our strategy going forward:

1) Pursuing larger contract opportunities. With continued development of a strong infrastructure and expanded engineering capabilities, we focus on pursuing larger prime contracts and expanding our pool of opportunities. We continue to strengthen our relationships with other firms to create teaming arrangements that better serve our clients, but our goal remains prime contracts instead of team-sub positions.

2) Leveraging of our services. OTIE has diverse services to offer to a growing customer base. As OESC integrates, we remain vigilant for 8(a) set-asides for OTIE, MGS, and SES. The combination of our multiple skill sets and broad service offerings allows us to work efficiently in a crowded market, whether selling services, or via effective use of our design and construction management skills supporting DoD and bridging such skills to other customers such as the Oneida Nation. Our strategy for leveraging all three companies is intentional and focused; the methodical integration of OESC companies will create opportunity and sustained value.

3) Expanding our international footprint. OTIE is one of AFCEC's select, "go-to" AE firms for Title I and Title II services. Our forward operating presence in Guam has strengthened OTIE's position in Asia/Pacific. Based on superior OCONUS performance the AFCEC awarded the OTIE, RS&H JV a Task Order in Qatar for AE Services at Al Udeid Air Base.

4) Investing in our people. We are committed to building on our employee's accomplishments while expanding our reach through new hires. Continued profitable growth is projected to occur through our carefully executed hiring strategies. OTIE attracts and hires staff who improves our resource depth and competitive position in the marketplace.

5) Geographic and client expansion through acquisition. We will direct an active acquisition strategy focused on expanding our ability to offer our technical services in new geographic areas and with new clients through the acquisition of complementary businesses. While we continue to invest in our people, we must continue to methodically pursue potential acquisitions. Being disciplined in valuing and structuring the transactions, OTIE avoids acquisitions merely for the sake of revenue.

Overall, OTIE's strength in the market is built on relationships with key customers, and our ability to discover new opportunities early in the acquisition cycle and respond with discipline and direction. OTIE's strategy is to:

- Get in front of the right people



- Present compelling information and arm the company with winning tactics
- Partner with proven industry leaders preferred by the customer
- Reinforce our sales tactics with proven past performance.

By marketing to the right decision-makers, and conducting objective determinations on potential for success, OTIE fiercely competes when probability for success is high, and we forego opportunities where we see minimal chance of success. Using this focused approach reduces costs and improves our win percentage, both of which are key components of building value in the marketplace.

OTIE is optimistic that federal funding will remain durable. Our long term ID/IQ contracts should provide outstanding pipeline and backlog generation. Our simplified organizational structure will deliver improved efficiency and, coupled with volume growth, will support margin improvement.

d. **Explanation of the Corporation's relative performance vs. competitors and identification of key competitors within the market**

As presently classified, OTIE is an SBA-approved 8(a) SDB and our competitors include: Alaskan Native Corporations (ANCs); Native American, tribally-owned small businesses; and Native Hawaiian Organizations (NHOs). Each of these business concerns is treated in the category of small businesses that may be awarded prime contracts without competition. OTIE also competes against other 8(a) firms for set-aside acquisitions, including small businesses that are categorized as Woman-Owned, HUBZone, Service Disabled Veteran Owned small business, and others.

Typical competitors for OTIE include:

- Small Business firms with fewer than 750 employees in NAICS 562910 (e.g. Baywest, EA, Conti, Versar, Swenson and others) plus regional transportation engineering firms in Wisconsin.
- Current 8(a) small businesses (Ahma, Bristol, Prudent Technologies, CIRI, companies like Northwind, and others).
- 8(a) "graduates" (e.g., Bhate, CAPE, ERRC, HCS, Nobis, Tidewater, and others). These small businesses are now mature businesses developing past performance and earning customers that keep them "entrenched" in specific situations.

In April 2017 OTIE will be an 8(a) graduate and Small Business under the size standards for NAICS 562910. We will no longer receive 8(a) direct award contracts, which has been a mainstay for our business growth and diversification. However, OTIE is already viewed by other small businesses as extremely competitive on major ID/IQ prime acquisitions. Our federal agency customers have commended OTIE on the high quality of our ID/IQ contract proposals, as well as the ease of negotiations and businesslike interactions. This reputation and competitive edge provides substantial confidence for OTIE's long-term success as an 8(a) graduate.



In the Eastern region on task order proposals, OTIE has struggled against other Small Business competitors to win work under Multiple Award Task Order Contracts (MATOC). On balance we fair better under Best Value procurements and tend to lose out on opportunities awarded based on Low-Price, Technically Acceptable evaluations. We will continue to focus on improved processes to win competitive task orders on all of OTIE's MATOC tools.

One of our best prospects for market expansion remains in the PFCs arena, where OTIE has a significant advantage having entered early in this emerging and high-profile business area. Several DoD agencies such as NASA and NAVFAC are targets for customer diversification in PFC site investigation.

OTIE remains well positioned for continued DoD work overseas, especially in Asia/Pacific. The Defense Department's force posture in Asia aligns with OTIE's planned growth: We are pre-positioned for profitable contract performance in Japan, Guam and potentially Australia where the DoD focus has pivoted, and we are reaping the rewards of the long-term vision and investments already made.

OTIE has garnered nationwide (and international) attention as a vigorous competitor. We have fended off competitors for AE services in the Pacific like Jacobs and CH2M. We hold a wide variety of diverse federal contracts, and our superior performance on these contracts makes OTIE very hard to out-compete.

- e. Explanation of any material changes or developments in the market or nature of business the Corporation is primarily engaged in since the last reporting period

A regulatory change by SBA in 2016 increased the small business size standard in our primary NAICS code (562910) from 500 employees to 750 employees, a 50% increase. Within small business circles, OTIE remains a standard, medium-sized competitor, but this regulatory change welcomed in a few larger, robust competitors like Conti, Versar and Parametrix. Some competitors are large firms with vast financial resources, requiring OTIE to be selective in our marketing and sales efforts and more adept in developing strategic partnerships to enhance our competitive advantage.

Additionally, SBA adjusted the long-standing Mentor-Protégé Program (MPP) regulations to permit a small business of any category (Woman Owned small business, Veteran Owned small business, HUB Zone, etc.) to establish an MPP with a large business. The impact of this change is that the approved MPP firms may submit a Joint Venture bid on a federal acquisition and compete against other joint or individual small businesses. Also, the agency has accelerated the review/approval process for MPP application, which is a change from the ordinarily long waiting period for small business and large business partners' applications like OTIE faced with our partner CH2M.

To counteract the increased competitive landscape, further fortification of the Oneida Nation's invested capital can help our "sister" companies become stronger, and better



positioned to build a performance history to compete for more 8(a) direct awards. OTIE's strength has assisted Sustainment Restoration Services (SRS) to win an 8(a) direct award from the US Navy. With strengthened financials and a growing past performance history, each of the Onieda Nation's companies becomes more competitive and offers the ease of contracting options that our federal customers desperately need.

In spite of changes in our industry, our ability to adapt to the evolving needs of the marketplace has enabled us to build a resilient business that is closely aligned to the spending priorities of our federal clients. Our diversified portfolio steadies OTIE against market fluctuations and regulatory changes, as does the fact that a number of our most important markets remain well funded.

Because we are accustomed to competing against formidable small and large businesses, OTIE is configured to succeed in an atmosphere of increased competition and reduced budgets. Our business development strategies aim to collect early information on upcoming procurements, affording us time to develop winning strategies and allowing us to sharpen our pricing. Coupled with time-tested partnerships in industry, we form teams that are among the most formidable, value-adding propositions available to our customers.

- f. Identification of the primary goals and targets of the Corporation and progress made towards accomplishment of the same

Goals for OTIE

Growth is the primary business goal for OTIE. Success for OTIE comes when we align and invest along growth profiles and manage/measure accordingly to make sure that our clients prosper.

In FY16 we pursued new opportunities, and we exceeded expectations by winning impressive 8(a) and unrestricted contracts, such as:

- AFCEC AE13ES – for AE Services at Worldwide USAF installations
- General Services Administration (GSA) – Multiple Award Blanket Purchase Agreement (BPA) for Environmental Services
- USACE Tulsa District – environmental site investigations for Perfluorinated Compounds (PFCs) in groundwater through an 8(a) direct award and working in five US states
- USACE Huntington District – two 8(a) direct awards for Remedial Construction at Former Plum Brook Ordnance Works site
- NAVFAC Southwest – contract/task order for Fuel Farm Underground Storage Tank RI/FS at Miramar NAS, CA



- USACE Los Angeles District – concrete crushing contract/task order win for Edwards AFB, CA

Expansion of technical resource depth

Our design and engineering business has performed well during the year with strong volumes and high productivity, with new licensed professionals hired in disciplines such as mechanical, electrical and structural engineering. Under OTIE's USAF contracts we are now performing engineering studies, evaluations and reports with engineering recommendations on water, wastewater and asset management services.

Winning the AFCEC AF 3DCS contract was a crucial first-step to retaining our position and relationship with our Air Force customers; we are expanding our resource depth and maximizing opportunity for growth and development under this contract. A healthy pipeline of AE services work remains throughout the 4-year ordering period and 7-year performance period together with our JV partner and supporting our US Air Force customer.

Geographic expansion

OTIE has embraced the challenges of expanding into new geographies by winning work in two remote austere locations as follows:

- Under our Kansas AE Inspection Services (FAIBS) contract with the US Air Force's 45th Space Wing, OTIE won a design for runway improvements on Ascension Island. The runway is located in very remote equatorial waters of the South Atlantic Ocean, around 1,000 miles from the coast of Africa 1,400 miles from the coast of Brazil, which is roughly midway between the horn of South America and Africa. The long term benefit of OTIE's work is direct, prime contractor experience on DoD runway and airfield design and improvement services, and in a very remote region.

Under the US Air Force's Design and Construction Services (DCS) contract with JV partner RS&H, OTIE will deliver Title I Design and Title II Construction Management services for twelve discrete projects at Al Udeid Air Base in Qatar. Al Udeid AB houses foreign coalition personnel and assets and is headquarters of United States Central Command in the Middle East. OTIE will feature this work experience to broaden our roster of DoD customers and experience working in hostile locations.

Targets for OTIE

OTIE targets growth in government contracting where our skills and experience align with our customers' mission priorities. In the aggressive market of federal agency contracting - especially in times of budgetary uncertainty - every advantage is crucial to maintain OTIE's position in the elite levels of small business contracting. Gaining a competitive advantage takes strategic planning and research to focus on opportunities that are robust (high confidence customer spend) and enduring



(affording long-term growth opportunity). We pursue emerging or growing markets and seek entry and profit in these areas, while closely monitoring risks and barriers. Identified market segments or locations for expansion by OTIE include:

- Facility/infrastructure engineering and asset management
- Diversified environmental services
- Munitions Response Services (MRS)
- Expansion of USEPA services, contracts and Regions
- Growth in the Asia/Pacific region, plus the Southeast US

Described below are the accomplishments for OTIE's targets.

Facility/infrastructure engineering and asset management – aging DoD real property infrastructure is a target with legitimate potential for sustained growth. Over the last five years OTIE has expanded the engineering services we provide to our customers. We are delivering engineering projects across the mainland US plus Hawaii and Alaska and at DoD installations in Qatar, Japan and Korea. We are winning engineering projects for facility/infrastructure design improvements that have typically been awarded to competing engineering giants like Jacobs Engineering, HECOM, and CH2M.

Diversified environmental services – Under two prime contracts, OTIE is serving the US Air Force's needs for site investigation of the emerging contaminant, PFCs. We anticipate additional opportunities with USACE D contracts potentially including an 8(a) direct award in FY17.

Munitions Response Services (MRS) – OTIE is one of the only 8(a) firms with broad capability and past performance in MRS affording significant competitive advantage to OTIE. But contract spending by DoD has been slow, and select opportunities have been bundled as consolidated contracts. This affects new opportunities for ID/IQ contracts in FY17 and beyond. Slowly building past performance, OTIE remains committed to delivering MRS services, and potentially combining MRS with our other traditional engineering skill sets.

Expansion of services/contracts with USEPA – OTIE was awarded a significant work assignment at the AMCO site in Northern California under the USEPA Region 9 8(a) site-specific RAC. In addition to the work we provide under the prime START in EPA Region 4, and we have submitted on three new EPA contracts that will be awarded in late 2017 under the EPA's revised Remedial Action Framework.

Growth in the Asia/Pacific region – Projects performed by OTIE in Asia include Air Force and USACE contracts. Over the last ten years we have systematically expanded the service offerings and the level of self-performance by OTIE instead of team subs. With offices in Hawaii and Guam, OTIE is pre-positioned to win projects to support the DoD's rebalancing and force posture within the Pacific.



Growth in the Southeast US – OTIE has a long-standing business operations in Atlanta, GA, and Oak Ridge, TN. Boosting this sustained presence is our more recent success in the Space Coast region of Florida. We have secured 8(a) contracts with USACE Savannah District, and we have two additional competitive proposals submitted to the Savannah District. Significant opportunity exists for further growth and diversification in this region.

- g. Identification of key elements for success in strategies given, including risks, resources and relations available and needed in order to successfully fulfill outlined strategies

Markets have changed and our business continues to evolve in to order uphold our value and competitive position. With 8(a) graduation approaching, three primary categories or “pillars” capture OTIE’s strategic focus over the next five years. All of the objectives and goals – *internal and external* – that we identify flow up to support one (or more) of the following three overarching pillars of our strategy:

Pillar	Description
Operational excellence	Objectives emphasize optimizing financial delivery on all our projects. Strategies and tactics to improve: corporate infrastructure critical to supporting operations; business development; quality and safety integration; and HR services improvements.
Portfolio optimization	To ensure configuration for future success, we create plans for each business in our portfolio continuing to focus on smarter growth and higher margin activities. We establish areas of particular focus for investment and monitor, measure and adapt over time.
Subsidiary and regional improvement	Our regions, Business Units and subsidiary companies have attractive growth prospects. Business maturation is a gradual, stepwise process that requires proactive strategies to becoming fully-fledged.

Key elements for success include:

Establishing and monitoring Key Performance Indicator (KPI) – Our KPIs measure past performance and also provide information and context to anticipate future events and, in conjunction with our detailed knowledge and experience in the markets in which we operate, allow us to act early and manage the business going forward. We track safety, staff turnover, profitability, efficiency, backlog and resource capacity.

Plotting and following strategies for service diversification – Within our project and program management functions, we identify actual or potential performance gaps, and we use these data to inform and advise how to re-shape the business, adapting to a changing customer base, contract type, or key skill set. We recognize and re-configure based on identified needs to delivery strategic growth.

Cross-selling OTIE services – Between OTIE regions, great diversity of project capabilities exists. Our challenge is to leverage the diversity that we enjoy and cross sell our services in other geographic areas.



Opportunity identification for subsidiary exploitation – If contract access is a concern for any customer, OTIE identifies and promotes our subsidiary company capabilities, either for self-performance or in partnership with another firm(s). We treat this as a key enterprise-wide goal for transferring 8(a) direct award opportunities to subsidiaries as a growth model.

Understanding and balancing risks between organic expansion and acquisition – As we seek further growth, we examine tactics to harness our speed to market. While organic growth may be safer (low risk) the drawbacks could come from lost opportunity. High risk acquisitions can more quickly configure us for service diversification and penetration into market, but integration and other explicit and embedded risks are examined and determined. Key to our success will be orderly and methodical procedures for exploring and proffering arrangements for acquisitions.

Increasing our geographic footprint and capabilities – In an expanding global marketplace, OTIE evaluates our strategies for expansion. For example, we are pre-positioned in Asia/Pacific with offices and past performance that eases the justification and approval process for source selection on several OTIE contracts.

Recalibrating corporate infrastructure to optimize operational efficiencies

Understanding that R&D feeds Operations, and our Contracts, Finance & Accounting are in a support posture to the operations group, OTIE understands and adapts our organizational structure for natural market driven developments that trigger internal change. We understand these relationships, and we reorganize when necessary, and based on new hires, new technologies and raw growth of the enterprise.

To uphold and fulfill OTIE's value and position in the marketplace we focus on those opportunities where the federal government continues funding and that clearly align with OTIE's customers, such as engineering services, Munitions Response Services, and design/construction contract management. We also continue to focus on areas that we believe offer attractive enough returns to our clients that they will continue to fund efforts, such as Military Family Housing design (Title I) and construction type services (Title II) including infrastructure improvement internationally, and studies and assessments for emerging contaminants like PFC.

We have grown OTIE into an elite, highly capable small business, and we have out-competed small and large businesses for some of our industry's most prized contracts. As a very credible competitor, our staff growth and geographic distribution enhances our win potential and our resources to sustain and support our customers' mission. Going forward a challenge for our Regional Managers and Business Unit Managers is to identify and equip project-level staff to continue to grow the business. We are committed to sustaining internal efforts, such as investment in our people, such that "seller-doers" have the necessary training and tools to identify and win new work.



Risk in the marketplace

Our service lanes are sturdy, lucrative and rich in potential, and we anticipate much prosperity in the years to come. However, risks in business are a constant, and lasting companies endure risks with careful plotting for avoidance, and calculated mitigation once the risks are encountered. Acknowledged risks for OTIE include:

- We operate in highly competitive industries and contracting is often erratic and unpredictable; cancellations or delays in pending awards by government agencies could adversely affect us
- Our inability to win or renew government contracts could adversely affect us
- We expose the company to risks associated with operating internationally
- Our failure to properly manage projects may result in additional costs or claims
- An economic downturn may adversely affect our business
- In order to succeed we need to keep up with a variety of rapidly changing technologies
- We are highly dependent on key personnel
- Acquisitions may not go as expected and may have unexpected costs and consequences
- The government may adopt new contract laws or regulations at any time.

Fundamental keys to success are our personnel, infrastructure, financial strength, and cost-consciousness. If any one of these requirements is neglected, OTIE will miss our goals and targets, and competitors may capitalize on weaknesses and gain market advantage. These key OTIE features mold our strategies and processes for identifying growth opportunities that align our business – services, customers, channels and geographic areas – and augment the largest proportion of revenue and profits.

Business relations in the marketplace

OTIE's organizational structure aligns with client expectations and industry standards. Being customer focused, we grow the business by implementing principles and strategies to:

- Organize work around results that customers consider valuable;
- encourage operational accountability and concentration on high-quality achievements;
- create streamlined and flexible relationships in response to customers' evolving needs; and
- provide employees with corporate support required to create opportunities and grow our company.



As an expanding small business enterprise, OTIE successfully strengthens our market position based on our systematic business development processes and our responsive value-added proposals. We generate revenue and profit after successfully winning work under our hard-fought proposals. And we provide an outstanding level of service delivery, which ultimately determines our customers' propensity and desire to continue a business relationship with OTIE.

OTIE Education and Other Outreach Programs

OTIE continues to implement its outreach programs with the Oneida community and membership that focuses on the Oneida youth education, elders and veterans. Our support in educational activities and opportunities for Oneida youth to encourage their consideration of careers in engineering and science will include: 1) sponsorship of up to two Oneida high school students to attend a Milwaukee School of Engineering summer camp session to learn more about engineering and a potential career in the engineering field; 2) award up to two \$5000 merit scholarships to an Oneida-male or high school senior and/or a college-level senior for excellent academic performance and the desire to study the sciences for a potential career in engineering or environmental sciences; 3) sponsorship of math and technology activities for Oneida middle school students; 4) OTIE is exploring the opportunity to provide internships for Oneida students.

OTIE will also continue to sponsor ongoing tai chi and chair yoga exercise classes for the Oneida elders to support the health and well-being of the elders. This sponsorship is accomplished with the assistance of Oneida Elder Services and the Oneida Fitness Center. OTIE has explored and identified available sponsorship options with Oneida Veterans groups.

h. Identification of medium (two to five year) and long (greater than five year) prospects and sustainability of the Corporation given the present status, strategies and risks

While a return to more tepid economic growth fills OTIE's sail, the uncertain status of the hotly-debated National Defense Authorization Act (NDAA) presents some navigational challenges. Still, we are buoyed by our balanced and diversified business, plus our consistent delivery on revenue and profit to the Oneida Nation. In OTIE's backlog has grown and our utilization is very high -- all indicators that being diversified safeguards the Tribe's investment.

We have successfully groomed long-term business relationships with key DoD agencies for services delivered in the Continental US and around the world. With a solidified agreement by the US Congress on federal budget initiatives, government contracting remains an exceptionally reliable market in terms of payment, stability, and growth opportunity. Our medium- and long-term prospects reinforce our projections for steady, sustained growth.



Medium-term prospects

OTIE's prospects in the two- to five-year term rely on our sturdy performance in engineering, science and construction to existing clients; adjacent clients/services and geographic areas; and new service offerings to new clients. OTIE's increased focus and investment in business development and talent acquisition has allowed us to significantly increase both new task orders and backlog going into FY17. We continue to strongly believe that OTIE's capabilities and strengths align well with the future needs and demands of our clients.

Existing Services/Existing Clients

Maintaining quality service to existing clients is a top priority for OTIE. Our best business development comes through the customers we already serve, and this fundamental tenet of business operations will become gospel in all OESC companies. Outstanding performance allows our good reputation to flourish and paves the way for follow-on contracts, task orders and "cross-selling" potential.

OTIE will continue providing services to our existing customers, aiming to exceed expectations and become the preferred provider. Internationally and locally we see very strong alignment between our capabilities and the services our customers require, including WisDOT, Oneida Nation, DoD and EPA.

In FY16 we continued to reinforce key growth areas for DoD customers. Examples include: Munitions Response Services and environmental services; and strategic actions by the company that provide legitimate growth and align with our customers' spending trajectory.

- **Munitions Response Services (MRS)** – Our acquisition of OER equipped OTIE with broader capabilities in the MRS market, and with support from specialty providers, such as geophysics we are making steady progress growing our presence in this market. We will actively pursue customers that seek combined services as we leverage our capabilities into the changing MMRP environment.
- **Environmental Services** – Over the years OTIE has managed more than 40 environmental ID/IQ contracts, ranging in value, each with as many as 30 or more concurrent TOs. For example, on our AFCEC/P/AE08 contract for the USAF, we managed 29 projects, including 10 concurrent, across four CONUS time zones and OCONUS. We have performed over 400 TOs for the USAF. OTIE's performance history with the USAF, coupled with our technical experience and capabilities with groundwater monitoring, created the opportunity that led to a direct award for site investigations at USAF installations to characterize that nature and extent of PFCs in groundwater. Looking forward, this direct experience has OTIE uniquely positioned as a small business competitor in a growing field.



Customers will continue to rely on OTIE as integral to their success. We deliver their most valuable projects safely, on time, within budget, and to their quality requirements. In the two- to five-year term we will work closely with them to find practical and innovative solutions, adding tactical value.

“Adjacent” Clients, Services and Geographic Locations

Bridging out to new clients or offering new services to existing clients is an important component of our vision for growth. In FY16 we merged the skills we offer into new client groups and geographic areas. One such example is the 8(a) direct award that OTIE received from the US Navy’s Expeditionary Warfare Center (EXWC), with justification and approval relying on our exemplary performance with EXWC’s “parent” division, NAVFAC Southwest. In the two- to five-year term we will follow and build upon this success, competing for multi-year Navy contracts nationwide.

OTIE’s two- to five-year strategy originates from our focus on current customers whom have strong strategic links to the core of our business. Meetings with the most creative/innovative customers can be a valuable source of potential opportunity for OTIE. For example, we met with leadership at Al Udeid AB in Qatar to replicate OTIE’s success in PACAF for similar AE service offerings in the USAF Central Command. Exceptional opportunity exists to follow this model at other locations.

New/Strategic Services, Clients and Geographic Locations

OTIE expanded to meet customer requirements by adding engineering disciplines in FY16 including electrical and mechanical engineering. We see these key areas as having growth potential in the near future with current and future clients.

An exciting growth opportunity has come about in Cocoa Beach, FL. OTIE will lead a design-build runway improvement in the remote Ascension Island. We are optimistic about building upon this experience to capture other AE services addressing airfields/runways.

In geographic regions like the US Southeast, OTIE is better positioned to find business growth in Atlanta by winning the Air Force Plant 6 groundwater monitoring and operations contract. In addition, we are teamed with some top-tier partners in this key geographic area for OTIE’s growth.

These and other new customers and locations present outstanding opportunities for service growth and diversification. In FY17 OTIE will continue the drive to target customers and new markets for additional projects.

Long-term prospects

OTIE envisions steady growth with our DoD and USEPA customers over the long term. Considering that over one-third of the federal budget is devoted to defense spending, OTIE delivers projects where funds historically flow and our competitive posture has continued to improve in the last decade. On one of our best contracts, the



US Air Force's AE13DCS contract, our Joint Venture is currently ranked third by dollar volume of awarded task orders. This puts our performance ahead of some large engineering stalwarts, and this ranking could continue over the life of the contract.

Continued reliance on low-price awards is a known risk, and we continue to adjust OTIE's pricing structure to ensure that we remain competitive across all business segments, while remaining conscious of the need to deliver profitable performance. Similarly, we are concentrating our marketing efforts on maximizing our return on investment through expanding support for existing customers, developing tasks under existing contracts, and collaborating with firms that need either small business participation or our specialized expertise.

We believe that the five year period up to 2021 will be stable years for OTIE. Being well positioned in key markets and critical geographic locations, we are confident that the long term strategy of diversifying our offerings, maintaining geographic reach, and focusing on our customers' business objectives will continue to serve us well.

The prospects look particularly optimistic in the Asia/Pacific region, where OTIE has methodically expanded our presence and our service offerings. In addition, our early and effective penetration into the PFCs contamination market will allow OTIE to hold its position, capture more work, and expand our resource depth.

Graduation from 8(a) status presents potential risk to OTIE. We mitigate the graduation risk by virtue of having previously (and successfully) graduated the program when doing business as T N & Associates, Inc. We know from experience not to expect "graduation gifts" and that the best success strategy is to be prepared and to be experienced competing for work.

- i. Explanation of market growth (if any) experienced by the corporation, identifying sources of growth (i.e., organic growth through market share increase, volume of business increase, acquisition of competition or other assets, etc.)

As a top-tier contractor to the federal government, OTIE has a large and diverse blend of federal, State, municipal, tribal and commercial business customers. We provide science, engineering, construction, and specialized technical services to DoD, USEPA, WisDOT and other customer groups in support of a wide range of mission-critical programs.

Since inception of the company, OTIE's growth has been primarily organic or internally driven. Organic growth presents sales and BD potential only if we hire top-caliber employees with connections, knowledge and experience in the market.

In addition to internal or organic growth, our current strategy involves growth through additional acquisitions of complementary businesses, as well as growth from acquisitions that would diversify our current service offerings. We frequently engage in ad hoc evaluations of potential acquisitions which, if warranted are further explored. If consummated, new acquisitions could be significant to OTIE's growth.



Having expanded the volume of work performed for DoD customers outside the continental US, we see outstanding potential for market growth internationally and in the Continental US. We have established a solid presence in Asia/Pacific with offices in Hawaii and Guam, plus project offices in Japan. In the CONUS we are beginning to capture work with the Illinois Department of Transportation, and we view this neighboring state as ideal for prospecting based on our WisDOT history and performance. Lastly, our prospects for further growth in the Southeast US are attractive and promising for OTIE.

- j. Summary of the assets of the Corporation, including but not limited to its financial, physical, employee, customer, brand or intellectual property, and supply assets.

OTIE ASSETS
<p><u>Financial (on Balance Sheet)</u></p> <ul style="list-style-type: none"> Cash – Checking Accounts Accounts Receivable from Customers Work in Process on Current Projects Fixed Assets such as Vehicles, Furniture and Fixtures, Survey Equipment, Monitoring Equipment Goodwill from the purchase of T N & Associates Other Assets such as Prepaid Expenses, Investment in Joint Ventures
<p><u>Employees</u></p> <ul style="list-style-type: none"> Total of 333 Employees 92 Engineers 81 Scientists 17 Construction Professionals 30 Technicians 6 Skilled Trades 44 Administrative 4 Land Surveyors 7 Marketing 40 MMRP/UXO Specialists 12 Military Base Security Specialists
<p><u>Customers</u></p> <ul style="list-style-type: none"> 77% of Revenue from our Federal clients, such as the Department of Defense, which includes the Air Force, Navy, and Corps of Engineers. Other Federal clients include the Environmental Protection Agency 6% Commercial – WE Energies, Raytheon 8% State and Municipal – WI Department of Transportation, California National Guard, Ventura County, City of San Marcos, Division of State Facilities 9% from Oneida Nation



k. Summary and status of any pending legal action to which the Corporation is a party and any relevant government regulation to which the Corporation may be subject.

OTIE is named as a defendant in a lawsuit filed by the artist of a mural. The case is Kammeyer v. USACE.

In 1976, Kammeyer painted a mural on a dam in California after winning a contest. The mural was painted as part of the bicentennial celebration. Over time, the paint began to flake off, thereby contaminating the environment around the dam. The USACE Los Angeles District recently determined that the paint used to create the mural was lead-based. OTIE was hired by USACE to remove a mural to stop the lead-based paint contamination. Several months after the contract was awarded, Kammeyer filed a lawsuit against USACE and OTIE to prevent the destruction of the mural. Shortly after filing the lawsuit, Kammeyer filed a temporary restraining order against USACE and OTIE in June 2015, which was granted by a judge one day before OTIE was to begin removing the mural. OTIE demobilized from the site at USACE's direction.

OTIE has hired local counsel to represent OTIE's interests in the lawsuit. OTIE requested plaintiff's counsel to remove OTIE from the lawsuit by not including OTIE as a defendant in plaintiff's second amended complaint. Plaintiff's counsel refused. On August 24, 2015 the court granted the plaintiff's motion for a preliminary injunction. The court found in favor of the plaintiff on nearly every issue, but did not address any of the claims against OTIE. OTIE's next step is to decide whether to file a motion to dismiss. USACE has issued a notification of termination for convenience of the contract.

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12 / 14 / 16~~

2. General Information:

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

[Empty text box]

Agenda Header: Reports

- Accept as Information only
 Action - please describe

Business Committee approval or report

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: Tehassi Hill, Council Member

Primary Requestor: Jacquelyn Zalim, OESC Chairwoman of the Board
Your Name, Title / Dept. or Tribal Member

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.

Onida ESC Group, LLC

4th Quarter Report – FY 2016

November 30, 2016

CANCELLED

PRELIMINARY

OESC Board of Managers:

Jacquelyn Zalim, Chair

Wilbert Rentmeester

Jeffrey House

Oneida ESC Group, LLC (OESC), was formed in 2012 as the catalyst for continued growth for Oneida owned firms doing business in Construction NAICS codes for federal government contracts. Oneida Total Integrated Enterprises (OTIE) has exceeded the \$33.5M limit in certain NAICS codes and is unable to bid and obtain contracts that fall within these NAICS codes as a prime contractor under the small business or 8(a) business categories in the federal procurement process. OESC and its subsidiaries are positioned to bid and pursue small business or 8(a) contracts where OTIE has exceeded size standards.

OESC and its subsidiaries are supported by OTIE with general management and administrative functions, including accounting and contracting management, human resource management, IT support, overall management and marketing, bid and proposal. Below is a summary of OESC and its subsidiary's activities.

Narrative Report

a. Explanation of the core of the Corporation's business practices and market overview

OESC was created to serve as a holding company for subsidiary limited liability companies with an 8(a) certification. This type of holding company structure is modeled after the Alaskan Native Corporations (ANC) and other Native American Tribes that have created similar entity structures. This holding company structure allows ANCs and Native American Tribes to perpetually establish different 8(a) companies with different primary NAICS codes.

OESC currently has two subsidiaries, Mission Support Services (MS2) and Sustainment & Restoration Services (SRS). MS2 obtained its 8(a) certification in 2013. SRS received its 8(a) certification in 2014.

As part of the overall strategic plan for continued growth, OTIE will be moved under OESC as a third subsidiary upon OTIE's graduation from the 8(a) program in 2017.

b. Explanation of the Corporation's current place within the market

MS2 is focused on construction contracts with a size standard not to exceed \$33.5M. SRS is pursuing contracts with a size standard not to exceed \$14.5M. Only firms with less than \$33.5M or \$14.5M on average over a 3-year period can compete as a prime contractor. Since OTIE can no longer compete as a prime contractor under the small business or 8(a) business category under that size standard, OESC and its subsidiaries are strategically positioned to compete with OTIE support.

OTIE is currently focusing on developing both MS2 and SRS. The financial and technical resources that OESC needs are provided by OTIE.

c. Explanation of the outlines of strategies by the Corporation for improved value in the market

OESC's strategy is to develop its subsidiaries. The initial pursuits will take advantage of OTIE's existing networking capability and MS2's and SRS' key personnel who have existing relationships with federal clients. These federal clients have various federal facilities nationwide.

OTIE has been supporting MS2 and SRS to recruit several employees including managers or staff that have proven past performance and existing working relationships with many federal clients. OTIE has led MS2 and SRS to their existing clients. Those clients have the work and usually will procure under the small or 8(a) category under the applicable NAICS code. This advantage will help MS2 and SRS to develop their capabilities rather quickly.

Currently MS2 is working in California, Florida and Illinois. MS2's current projects include sustainment, restoration, and modernization (SRM) projects for general facilities, asset/energy management and safety consulting. Additional projects will be pursued in civil construction, utilities, energy management, and general facilities engineering requirements. More competencies will be added as opportunities are sought.

SRS is currently pursuing work to provide waste management services for multiple clients in California. SRS established an office in Santa Barbara to pursue this opportunity. SRS established an office in Chicago, Illinois for pursuit of a US EPA Region V 8(a) START contract proposal and SRS was awarded this contract in November 2015.

d. Explanation of the Corporation's relative performance vs. competitors and identification of key competitors within the market

OESC and its subsidiaries are start-up companies. It will be difficult for them to compete with established small businesses that are active in the industry market. To offset this disadvantage, OTIE will support and lead OESC and its subsidiaries to take advantage of existing relationships already built by MS2's and SRS' key employees or from OTIE's networking. While competition will be very challenging for OESC and its subsidiaries, OTIE's support will help to overcome those challenges through the years. With OTIE's support, OESC can reach a point where its subsidiaries can become more competitive and sustainable in their industries.

e. Explanation of any material changes or developments in the market or nature of business the Corporation is primarily engaged in since the last reporting period

None.

f. Identification of the primary goals and targets of the Corporation and progress made towards accomplishment of the same

Opportunities continue to exist in geographies where OTIE, MS2, or SRS key personnel have successful past performance, and where personnel involved in such projects have established strong relationships with teaming partners and clients in those locations. Downstream opportunities continue to emerge based on MS2 project performance and combined efforts of OTIE and MS2's marketing and sales efforts. Target clients continue to include Vandenberg AFB, NAVFAC SW, NAVFAC SE, NAVFAC Great Lakes, and NAS Pensacola.

Additional new target clients include Naval Base Ventura County, USACE Jacksonville, the US Army Joint Munitions Command (JMC), Edwards AFB, the Air Force Civil Engineering Center (AFCEC).

With SRS' recently awarded work, SRS target clients include EPA Region V and Naval Station Great Lakes. Additional new targets include USACE LA District, EPA Region VI and USACE Tulsa.

OTIE is supporting MS2 and SRS on many marketing and proposal efforts. MS2 and SRS have been introduced by OTIE to many potential government clients, and as a result, more opportunities are within reach so that they can recruit more capable people to support each federal agency's mission as well as increase their technical capabilities. The following is the assistance that OTIE has provided to MS2 and SRS:

- MS2 and SRS have performed some projects as a subcontractor to OTIE.
- MS2 has submitted proposals and has been awarded projects which have sustained support at Vandenberg AFB to date and additional work is expected.
- OTIE's senior managers continue to introduce MS2 and SRS to different federal facilities in different states and continue to help M2 and SRS pursue several contract opportunities.

MS2 has been awarded contracts by the following clients: NAVFAC SE (Naval Station Pensacola), NAVFAC Mid-Atlantic (Great Lakes Naval Station), NAVFAC SW (Naval Base Ventura County), Army Contracting Command (Joint Munitions Command), USACE Omaha, USACE Albuquerque, Edwards AFB and USACE Tulsa. We continue to receive task orders under some of these contracts because of the quality of MS2's work and reputation.

MS2 was able to win several contracts which are called Indefinite Delivery/Indefinite Quantity (ID/IQ) contracts in which MS2 will receive task orders (projects). In the 4th Quarter, MS2 received the following task order:

- ID/IQ USACE Tulsa – received a Performance Oriented Construction Activity (POCA) ID/IQ contract to provide general SRS activities primarily at Tinker AFB in Oklahoma. Seed project is for limited paving and replacement of a washroom roof at a civil works asphalt paving project.

In addition to ID/IQ contracts, MS2 has also been awarded stand alone, single project contracts from our government clients that we are currently executing:

- Army Contracting Command – Joint Munitions Command – contract to provide full-time explosive safety personnel.
- Naval Station Pensacola - received award for Chiller replacement project.
- NAVFAC Mid-Atlantic – Fort Snelling, MN – received a contract for security upgrades and fencing improvements. This utilized our Design-Build MACC contacts at Great Lakes Naval Station. This is a new client for MS2.
- Army Contracting Command, Joint Munitions Command – ARC Flash Project – contract to provide ARC Flash services at Pine Bluff Arsenal in Little Rock, AR and Bluegrass Army Depot in Lexington, KY. (4th quarter award)
- Army Contracting Command, Joint Munitions Command – Safety Support – contract to provide 1 year of safety support at the JMC Safety office at Rock Island Arsenal.

SRS has been awarded contracts by the following clients: US EPA, NAVFAC Mid-Atlantic (Great Lakes Naval Station), USACE Los Angeles District and US Fish & Wildlife Services. We continue to receive task orders under some of these contracts because of the quality of SRS's work and reputation.

SRS was able to win several contract vehicles called Indefinite Delivery/Indefinite Quantity (ID/IQ) contracts in which SRS will receive task orders (projects). In the 4th Quarter, SRS received the following task orders:

- US EPA STAFF ID/IQ contract – issued 3 new task orders to include USS lead soil, USS lead tap water and Toledo TIE EE/CA. USS Lead soil is a soil remediation project that includes providing technical support, contractor oversight and air monitoring and soil clean up sampling. USS lead tap water includes collecting tap water samples before and after soil remediation. Toledo TIE EE/CA is a complete characterization of hazardous waste project with a technology evaluation and cost estimates for technologies.

In addition to ID/IQ contracts, SRS was also been awarded stand alone, single project contracts from our government clients that we are currently executing.

- USACE Los Angeles District – Alark Hard Chrome project which includes security improvements to a superfund site in downtown Los Angeles. This project was completed in FY16
- NAVFAC Mid-Atlantic (Great Lakes Naval Station) – Phase II Navy Hazmat Refurbishment Project (storage lockers will be transported to a facility in Oak Creek, WI to be cleaned, refurbished, repaired, painted and then reinstalled at their point of origin. Also includes installation of new storage lockers. (4th quarter, new award)
- US Fish and Wildlife – Crab Orchard removal and abandonment of 150 monitoring wells. (4th quarter, new award)

g. Identification of key elements for success in strategies given, including risks, resources and relations available and needed in order to successfully fulfill outlined strategies

The primary strengths at the outset will be personnel-related. MS2 and SRS key personnel understand federal construction and construction-related professional services, and have strong knowledge of competitors, target clients, and strong business relationships in several geographies.

The primary risk includes lack of immediately available resources and bonding capacity, limited availability of cash on hand, and demonstrated past performance. These must be offset or mitigated by client knowledge of key MS2 and SRS personnel, pursuit of realistic project opportunities, and timely support from the owners or parent company with respect to bonding requirements.

h. Identification of medium (two to five year) and long (greater than five year) prospects and sustainability of the Corporation given the present status, strategies and risks

Same as (g) above.

- i. **Explanation of market growth (if any) experienced by the Corporation, identifying sources of growth (i.e., organic growth through market share increase, volume of business increase, acquisition of competition or other assets, etc.)**

As a start-up organization, OESC and its subsidiaries intend to grow organically through the methods identified above.

CANCELLED
Preliminary

- j. **Summary of the assets of the Corporation, including but not limited to its financial, physical, employee, customer, brand or intellectual property, and supply assets.**

OESC ASSETS	
<u>Financial (On Balance Sheet)</u>	
Cash –Checking Account	
Work In Process on Current Projects	
Fixed Assets such as Vehicles, Furniture and Fixtures, and Miscellaneous Equipment	
Other Assets such as Prepaid Expenses, Investment	
<u>Employees</u>	
OESC - 10 employees	
MSI - 20 employees	
SRS - 14 employees	
<u>Customers</u>	
95% of Revenue from Federal clients.	

- k. **Summary and status of any pending legal action to which the Corporation is a party and any relevant government regulation to which the Corporation may be subject.**

No current pending legal action.

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~ / ~~14~~ / ~~16~~

2. General Information:

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

[Empty text box]

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. [Empty text box] 3. [Empty text box]
2. [Empty text box] 4. [Empty text box]

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.



**Bay Bank
QUARTERLY REPORT**

Quarter ended September 30, 2016

A. **BAY BANK**

Submitted by: Jeff Bowman, Board Member
Directors: Nathaniel King, Fern Orié, Bob Jossie
Jeff Bowman, Pete King, Elaine Skenandore-Cornelius

Oneida Business Committee Contact: Tina Danforth

B. **MINUTES**

None Submitted

ACTION TAKEN

No Tribal Policy change.

D. **FINANCIAL**

Note that various financial reports

December 31, 2016 is Bay Bank's fiscal year end.

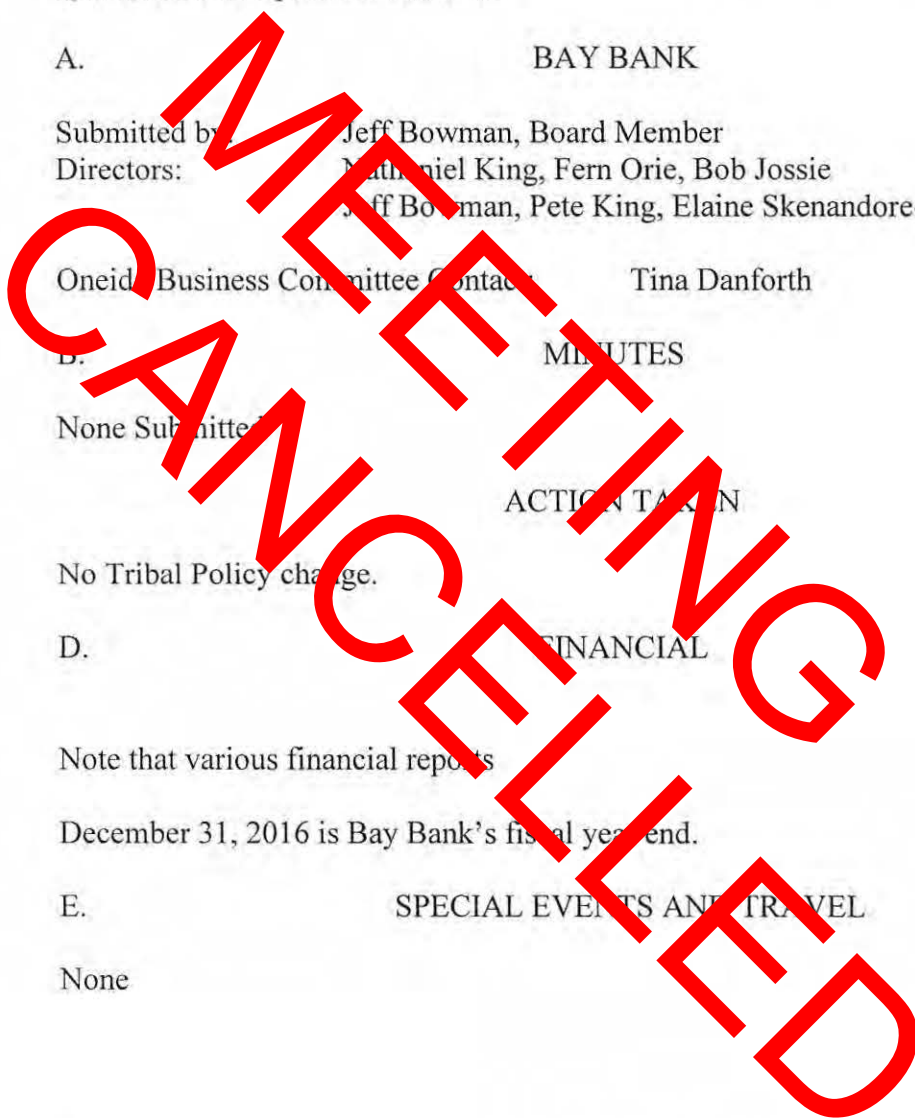
E. **SPECIAL EVENTS AND TRAVEL**

None

F. **PERSONAL COMMENTS**

Bay Bank account numbers as of September 30, 2016:

- 1,112 Checking Accounts
- 362 Business Checking Accounts
- 73 Money Market Accounts



- 1,557 Savings Accounts
- 375 Certificates of Deposit
- 92 Commercial Real Estate Loans
- 786 Residential Real Estate Loans
- 159 Business Loans
- 583 Consumer Loans
- 42 Oneida Small Business 2000 Loan Program Loans

The Oneida Small Business Loan Program 2000 that is administered by Bay Bank started on May 1, 2002. As of this date over \$ 11.4 million in new loans have been made to over 177 new or growing Oneida tribal member owned businesses.

The Section 184 mortgage loans serviced under FHLB MPF program totaled \$58.0 million at September 30, 2016. There are 481 loans in the program currently.

G. GOALS AND OBJECTIVES

2016 GOALS:

GOAL A: Bay Bank will strive to attain a minimum 0.50% Return on Assets for the year ending December 31, 2016. Return on Assets (ROA) is a common measurement of a bank's profitability. This ratio informs you how well the bank is managing and investing the bank's assets.

2016 ROA Goal	2016 YTD ROA Actual	2016 Peer Group Average
0.50 %	1.26%	0.82%

GOAL B: Bay Bank will strive to attain a minimum 6.00% Return on Equity for the year ending December 31, 2016. Return on Equity (ROE) is the measurement of how well the bank is performing for its stockholder.

2016 ROE Goal	2016 YTD ROE Actual	2016 Peer Group Average
6.00 %	8.91 %	6.93 %

Bay Bank had budgeted total loans for the quarter ended September 30, 2016 in the amount of \$ 53.4 million. Total loans at September 30, 2016 were \$ 53.2 million or \$ 0.2 million less than projected. Loans increased \$ 2.9 million over the 12-month period ended September 30, 2016.

Bay Bank had budgeted total deposits for the quarter ended September 30, 2016 in the amount of \$ 69.3 million. Total deposits at September 30, 2016 were \$ 65.4 million or \$ 3.9 million less than projected balances. Deposits decreased \$ 0.6 million for the past twelve months, the result of certificate of deposits decreasing during this timeframe, as we allowed our non-core funds to mature.

H. MEETINGS

Monthly meeting on the third Thursday of each month. Well attended.

CANCELLED

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~ / ~~14~~ / ~~16~~

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.

2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Janice Skenandore-Hirth President
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:

To update the Business Committee on the performance of OAHC d/b/a Radisson Hotel & Conference Center and Three Clans Airport d/b/a Wingate by Wyndham for the 4th Quarter of FY16.

Request a motion to accept the OAHC 4th Quarter Report for FY16.

CANCELLED

- 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

Oneida Airport Hotel Corporation
Radisson Hotel & Conference Center
Quarterly Report
For the quarter ended: September 30, 2016

Narrative Section

Business practice, market overview, place within market:

- STR report shows for the Quarter that we are down in Occupancy YOY -14.4% index, up in ADR YOY 10.9% index with a result of -5.1% index YOY for RevPar. Occupancy numbers down YOY due to less Packers games in September YOY as well as a National Conference rotated out of Wisconsin that was here in September 2015. ADR up due to Badgers LSU in September.
- TR report show for the Year that we are down in Occupancy YOY -1.0% index, down in ADR -1.4% index with a result of -2.3% index YOY for RevPar. FY2015 had citywide events that FY2016 did not have including Hockey, Concert at Lambeau, Soccer Tournament and Bowling Tournaments.
- Sales team attended Connect Marketplace in August as well as hosted the Aianta reception in Appleton in September. The sales team continues to be at events including Chamber Networking, breakfasts monthly; BNI meetings weekly; Current luncheons/events monthly; Management Women events monthly; MPI event Quarterly; WSAE event quarterly; YBTA event quarterly – to gain leverage for the Radisson in the Green Bay market.

Competitive analysis:

- Casino food outlets continue to be a source of competition for F&B revenue
- KI Expansion a source of competition for large convention groups

Strategies for improved value:

- Developed packaging in Corporate/Association Meetings, Tour & Travel, Wedding, Travel Agents and Transient markets to gain short term bookings for need months
- Working with Radisson Corporate in all Sales markets to gain leverage and recognition
- Working with Aimbridge Regional properties to gain leverage and recognition
- Working closely with Green Bay CVB in all Sales markets to keep Radisson in forefront of Sales efforts and participate in all sales initiatives

Material changes or developments in market/business:

- Appleton will be adding a Convention Center on land near the Radisson Appleton; this will add 33,000 square feet of meeting space, groundbreaking end of Sept 2016 – due to open September 2017
- Radisson Appleton will undergo full renovation – in our STR comp set

- Ramada Plaza due to change to a Marriott Delta – in our STR comp set
- Holiday Inn Appleton due to change to a Marriott product – in our STR comp set

Market growth:

- Northland Hotel due to start construction on 147 room hotel downtown to compliment the KI Convention Center expansion, due to open July 2017
- Residence Inn 100 room property set to build and open December 2016 in Green Bay, near Aloft
- 4 Star Lodge Keener property being built on Packer property near the stadium with 200 rooms – due to open July 2017
- Home 2 Suites to be built on Holmgren Way across from Grainger
- CBD property online to be built downtown on Broadway near The Cannery

Pending legal action:

- Nothing at the moment

Oneida Airport Hotel Corporation
Three Clans Airport, LLC
Quarterly Report
For the quarter ended: September 30, 2016

Business practice, market overview, place within market:

- Ranking for the fourth quarter from the STR Report the Wingate is 4 out of 5 based on REVPAR and 3 out of 5 based on Occupancy. Wingate continues to maintain fair market share within the competitive set while increasing rate.
- The Wingate continued to change its focus in the fourth quarter to growing rate over occupancy. The Wingate was able to grow rate by 2.6% and only loss -1.8% in occupancy.
- The Wingate averaged an 82.7% occupancy for the fourth quarter.

Competitive analysis:

- The competitors had a REVPAR of \$105.85 to Wingate's \$70.80 for the fourth quarter.
- The competitors had an occupancy of 81.5% to the Wingate's 82.7%.

Strategies for improved value:

- The Wingate is focused on growing rate for the fourth quarter and first quarter of the new budget.
- The Wingate's strategy is to yield rates sooner especially on high demand dates and to offer less heavily discounted rates on slow dates.
- The Wingate continues to use all 3rd party booking channels to increase bookings on low demand dates but is not using opaque rates as often.
- The Radisson Sales team continues to cross sell the hotel. The Radisson sales team uses the Wingate to sell to large convention groups as an overflow property.

Material changes or developments in market/business:

- The Wingate continues to see increases in the corporate business traveler and is starting to see the corporate business traveler using travel agents again while shying away from the third party websites.
- We also were able to negotiate rates with some new local companies to add to the Wingate's preferred list.

Market growth:

- For the fourth Quarter, the Wingate ended with 66.9% REVPAR Index. The Wingate saw a decrease of -1.2% year over year for REVPAR Index.
- Revenues for the fourth quarter were \$515053 which were up from prior year by \$8610.00.

Pending legal action:

- Nothing at the moment

CANCELLED

Oneida Business Committee Agenda Request

EXCERPT FROM DECEMBER 14, 2016: Motion Jennifer Webster to adjourn at 11:59 a.m.; and to defer the remaining agenda items to the December 28, 2016, regular Business Committee meeting, with item "VIII.A. Review concern # 2016-CC-21 regarding Tsyunhehkwa operations" to be addressed first on that agenda, seconded by Melinda J. Danforth. Motion carried unanimously.

1. Meeting Date Requested: ~~12~~ / ~~14~~ / ~~16~~

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Motion to accept the OGE 4th Quarter Report for FY16

3. Supporting Materials

Report Resolution Contract

Other:

1. <input type="text" value="OGE 4th Quarter Narrative Report"/>	3. <input type="text"/>
2. <input type="text"/>	4. <input type="text"/>

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:

To update the Business Committee on the performance of Oneida Golf Enterprise d/b/a Thornberry Creek at Oneida for the 4th Quarter of FY16.

Request a motion to accept the OGE 4th Quarter Report for FY16.

CANCELLED

- 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 Golf Enterprise Corporation**Fiscal year-To-Date Reporting for period Ending:****September, 2016**

The Oneida Golf Enterprise Corporation (OGEC) is a corporation of the Oneida Nation established to oversee and manage the business known as Thornberry Creek at Oneida.

Narrative ReportBusiness Practice, Market Overview, Price Within Market:

Thornberry Creek at Oneida (TCO) is a 27 hole premier golf course settled in a rural prestigious housing development on the Oneida reservation.

- TCO is the Official Golf Course of the Green Bay Packers.
- TCO was awarded "Best 9 Hole Course" both statewide and nationally in 2015
- TCO Legends Course was ranked #10 in the state by *GolfAdvisor* in 2016
- TCO along with the Radisson, Wingate and Casino was ranked "Best Golf and Casino Resorts" in 2016 by *Golf Vacation Insider*
- TCO Legends Course was ranked "Best of the Bay" 2016 best golf course by *Green Bay Press Gazette*
- TCO is one of 10 Official PGA Family golf courses in Wisconsin offering tees for kids based upon skill level and ability to further enjoy the game.
- TCO includes a banquet facility, practice range, golf shop and sports pub & grill
- TCO is considered a leader in charitable golf event hosting and a leading choice for future brides.
- TCO hosted 39 special events in the fourth quarter for a total of 137 special events in the fiscal year
- TCO hosted 59 golf events in the fourth quarter for a total of 25 Golf Events in the fiscal year

Competitive Analysis:**GOLF**

- Area competitors in this market for public golf courses with 9 holes is Village Green in Howard; 27 holes includes Mid Vallee in De Pere; 18 holes include Brown County and Crystal Springs.
- Outside our 10 mile radius are other courses such as Royal St. Patrick's, Ledgeview, The Woods, and Northbrook. Courses outside the area but still considered competitors include The Bull in Sheboygan and Blackwolf Run/Whistling Straits in Kohler.

Banquet

- Thornberry Creek at Oneida has 7,000 square feet of flexible banquet space with large windows and spectacular views. This space will accommodate 300 guests at round tables. We also feature a porch room that accommodates up to 40 people. Included in this space is the Cupola available for smaller wedding ceremonies and intimate gatherings.
- Thornberry Creek at Oneida also offers a full range of conference equipment and amenities for the corporate client.
- Our large bar and grill offers full coverage on all 24 HDTV flat screen televisions for all sporting events and seats up to 160 customers.
- Area competitors in this market include Rock Gardens and the Radisson.

Strategies for Improved Value

- In an effort to combine the branding efforts of Thornberry Creek and the LPGA Classic we have created an ad campaign highlighting both products
- New ads have been placed in the *Packer Game Day* publication as well as the *Wisconsin Badger Yearbook*. The expected circulation of both publications will be in excess of 1 million
- Working with CBS, the Thornberry product will be featured via commercial in all golf telecasts in 2017. The aerial footage from Oneida will be used to create captivating imagery for our potential guests and clients
- TCO continues to maximize opportunities with golf tournaments and special events throughout the summer months
- TCO and OGE hosted an LPGA event from Here event in August with great success. We captured important marketing and advertising material with LPGA tour players as well as hosting future partners of the Thornberry Creek LPGA Classic
- TCO sold the facility for the day for the first time over to host a high profile golf event
- Our brand image continues to be elevated as we're seen and heard across all the major networks: FOX, CBS, NBC and WIXX
- Our new point of sale system IBS has been a great help with reporting and efficiency for day to day operations
- IBS allows OGE the opportunity to collect immediate feedback and package departments together to better offer value to our guest
- With the renovation and construction on the parking lot and practice facility completed, the facility will open in 2017 and bring many new revenue opportunities
- Utilizing direct mail campaigns, we have seen a jump in attendance on specialized evenings
- Upon finishing the trade show circuit, TCO has experienced an influx of inquiries regarding the All in Package and stay and play getaways. TCO hosted over 175 stay and play rounds in the fourth quarter seeing growth throughout the year partnering with the Radisson and Wingate.

Material Changes or Developments in Market/Business:

- OTIE completed the expansion of the parking lot and practice facility to meet deadline with ease; they have been amazing to work with thus far
 - Rick Jacobsen, the original golf course architect, in conjunction with Hollembeak completed the practice tee, putting green, short game area and on course bunker renovations; all of their work has been beautifully done and we now have a world class practice facility
 - OTIE is on schedule with the basement renovation
 - OGE has started a new Team Member recognition program and has experienced exceptional feedback regarding the program
 - TCO employed 225 team members at the height of our season in the fourth quarter, the most TCO has ever had and the quality of candidates still proves difficult in the market due to compensation packages and an extremely low unemployment rate
- We continue to create alignment in our branding efforts in all marketing campaigns and print materials onsite, this process will continue for the next few years
- OGE will be identifying the opportunities available through the sales team members to assist in clearing inventory in the off-season months
- The Pub continues to struggle outside of the golfing season and the expectation of growth is minimal unless major changes are made to the concept and product offered

Market Growth:

- Our social media presence continues to grow, up 18% in FY2016 and up 78% over 2015
- Although revenues are up so are expenses; some due to increased service efforts and operational costs from equipment breaking or needing to be replaced
- The Fringe Benefit card shows 83% gains from FY2015 to FY2016 proving loyalty from the golfing community
- We have sold out all Saturdays in 2017 from May to October except for 3 weekends and beginning to book multiple wedding weekends. With the addition of the practice tee and basement renovations we will be able to offer outdoor ceremonies in 2017 and beyond thus creating additional revenue to the facility
- Season pass sales have seen monumental growth; 44 in 2014, 58 in 2015 and currently 88 in 2016; 100% growth in two years' time
- Thornberry Creek continues to grow adding to its awards in FY2016 with the Legends Course being ranked #10 in the state by *Golf Advisor*, "Best Golf Course 2016" by Green Bay Press-Gazette Best of the Bay, "Golf Vacation Insider's" list of 2016 Best Golf & Casino Resorts, "Best Golf Course in the State" by the Golf Course Owners of Wisconsin, "Best 9 hole Course in the Nation" by Always Time for 9.

- Rounds continue to convert to the Legends course, inventory levels are becoming low but not completely sold out

Pending Legal Action:

- No litigation pending.

CANCELLED
MEETING

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information Only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1.

3.

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor/Submitter:

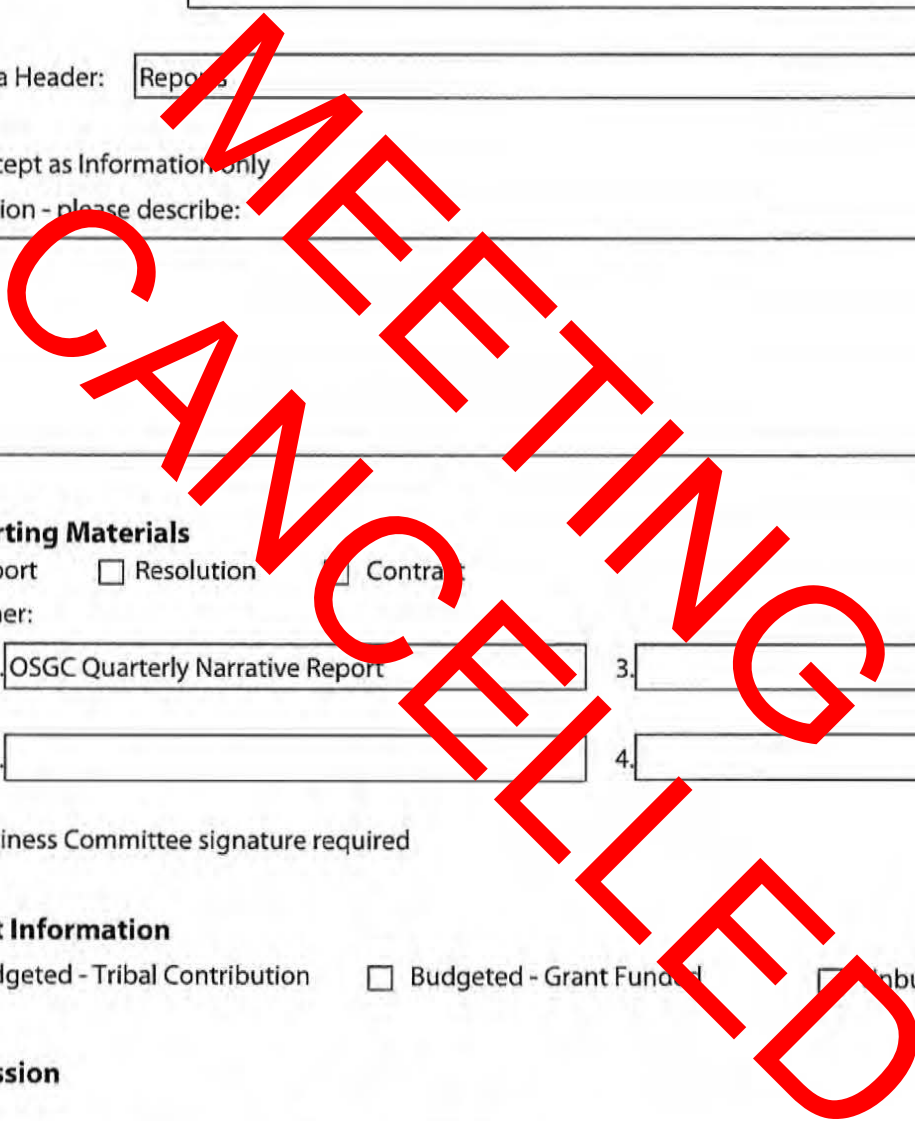
Pete King, III; Managing Agent
Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Name, Title / Dept.

Additional Requestor:

Name, Title / Dept.





Oneida Seven Generations Corporation

Narrative Report:

Explanation of the core of the Corporation's business practices:

The purpose of Oneida Seven Generations Corporation (OSGC) is to promote and enhance economic diversification on behalf of the Oneida Tribe of Indians of Wisconsin. OSGC manages commercial development such as the Bellin facility on Commanche Avenue, the Schneider facility on Glory Road, the Barger Sheet Metal Works facility on Partnership Drive, and the West Mason and Packerland malls. As of September 2016, we have three properties with lease space available; they are half of the former Tower Foods facility (as of our December report this facility has been leased out for the Oneida Wood Factory), the restaurant space at the Travel Center, and an office / retail suite on Packerland Drive. We have talked with potential tenants on the available spaces. There are fifteen properties under OSGC management; with over thirty leasable areas.

Explanation of the Corporation's market information:

Property Management: OSGC employs one part-time tribal elderly member who assists in managing approximately 30 tenant leases. In addition to monitoring the leases, the leasing person assists in making sure the corporation buildings are insured and that tenants insure their occupancy, implementing property management procedures and compiling data information.

Identification of the primary goals and targets of the Corporation and progress made towards accomplishment of the same:

The vision for OSGC is to increase the profitability of the company's income real estate base by searching for development opportunities. The primary goal is to promote the benefits of the Free Trade Zone and the HUB Zone properties that are available through OSGC.

The progress we have made towards this goal: working with local Chambers of Commerce to pursue potential tenants.

We are also marketing our properties through Facebook and other social media outlets. We have seen an increase in properties being marketed through the internet which is less costly and has the ability to reach more businesses looking for space. In order to remain competitive we are moving into this market area.



Oneida Seven Generations Corporation

Identification of medium (two to five year) and long (greater than five year) prospects and sustainability of the Corporation given present status, strategies and risks:

Our medium to long range goals includes the following:

- To dissolve OSGC, per the GTC motion, once it's economically feasible due to the current lawsuits.

Summary of the assets of the Corporation, including but not limited to its financial, physical, employee, customer, brand or intellectual property, and supply assets:

Financial / Physical: Checking accounts; Buildings; Other Business Ventures

Employee: OSGC has two employees; one full-time and one part-time.

Main Customers: Bellin Health System, Schneider National; Badger Sheet Metal Works; United States Postal Services and Oneida Nation.

Summary and status update of any pending legal action to which the Corporation is a party and any relevant government regulation to which the Corporation may be subject:

OSGC has won in the appeal process in the WI State Supreme Court against the City of Green Bay regarding our rescinded permit. OSGC is now pursuing all business and legal options to recoup its investment due to the company as a result of illegal revocation of SUP by the City of Green Bay.

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

3. Supporting Materials

Report Resolution Contract

Other:

1. 3.

2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

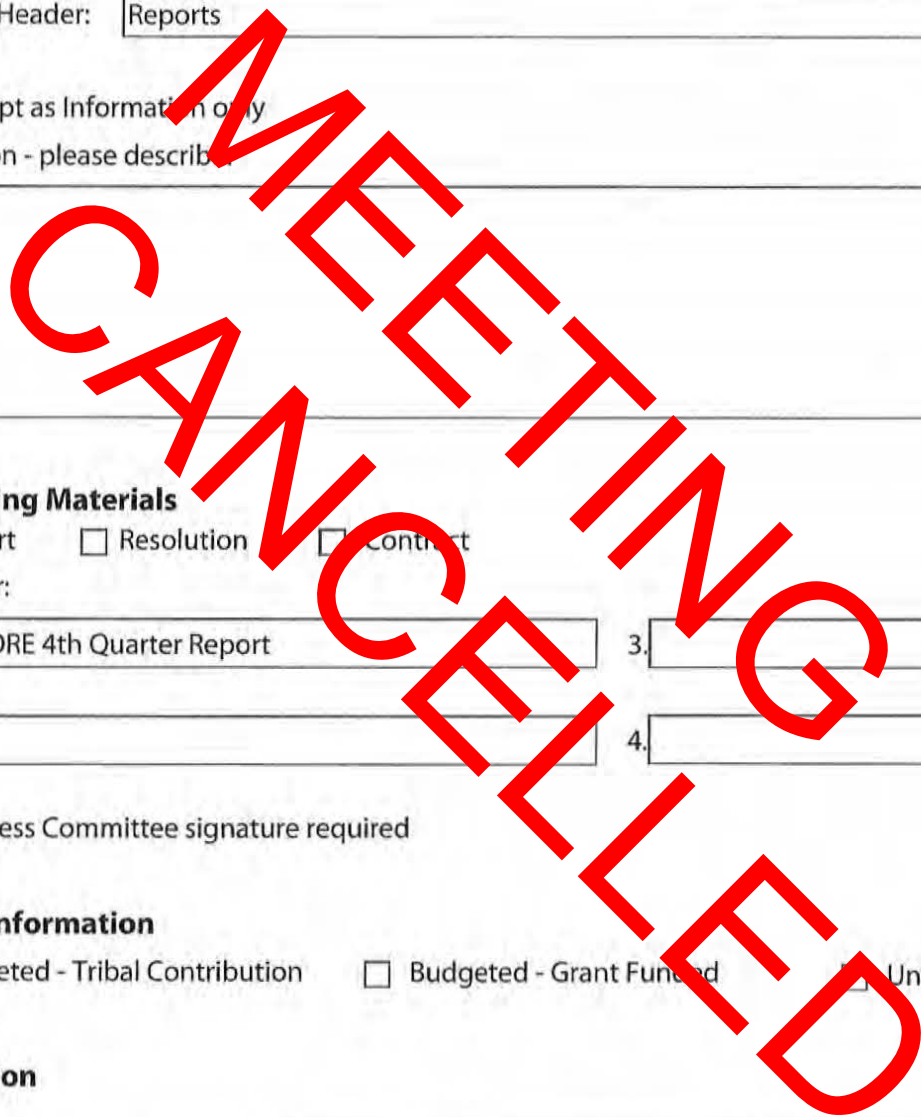
5. Submission

Authorized Sponsor / Liaison:

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

Additional Requestor:
Name, Title / Dept.

Additional Requestor:
Name, Title / Dept.



Oneida Tribe of Indians of Wisconsin

Oneida Retail Report

4th Quarter FY16

July 1 to September 30, 2016

Michele Doxtator



A good mind. A good heart. A strong fire.



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CANCELLED MEETING

Oneida Retail Enterprise

The following is a brief update on projects and happenings within Retail and is not meant to cover the day to day detail, but an overview of Oneida Retail Enterprise activities.

Our Vision Statement comes from the Tribe's vision;

A Nation of strong families built on Tsi ʔNiyukwaliho TA and a strong economy

Our Mission Statement is

"To generate profit for the prosperity of the Oneida Tribe"

FY 16 Year to Date Financial Information – September Profit and Loss Statements
(BUDPLCOM 9/30/2016 & FININCS TMT 9/30/2016)

	FY16 YTD Actual	FY16 YTD Budget	FY15 YTD Actual
Sales	\$58,656,770	\$60,437,133	\$61,874,130
Cost of Sales	\$43,761,417	\$45,984,202	\$47,173,619
Gross Profit	\$14,895,353	\$14,452,931	\$14,400,511
Expenses	\$6,624,186	\$7,125,443	\$5,778,770
Net Profit	\$8,271,167	\$7,327,088	\$8,621,741

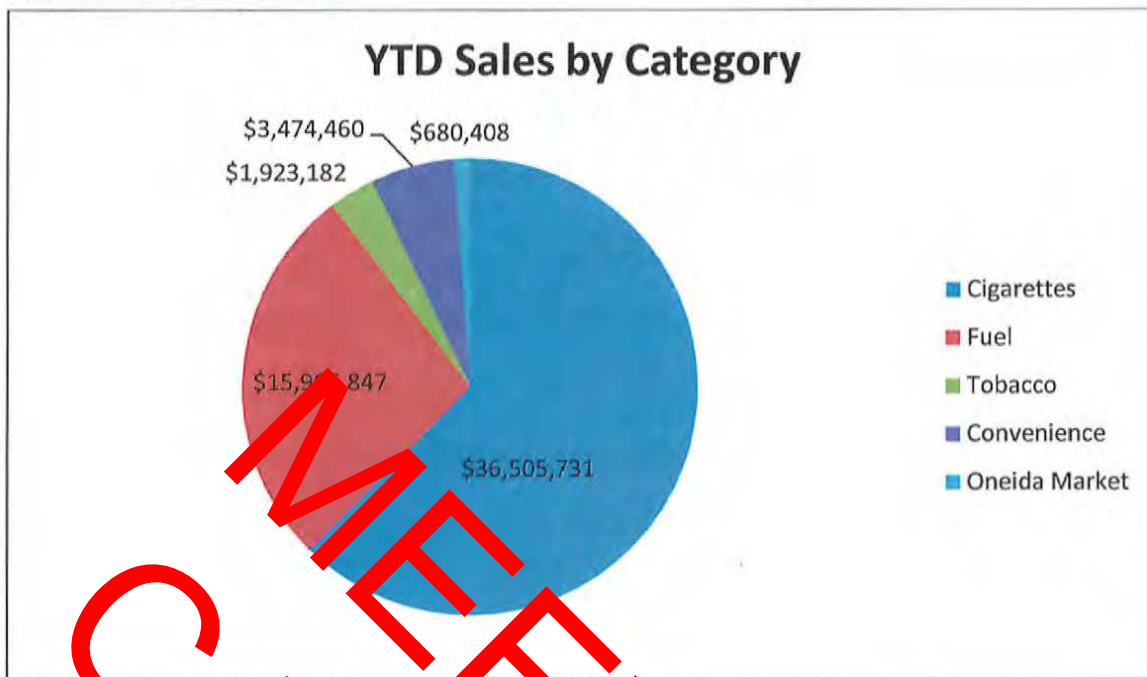
Oneida Retail is better than budget by \$944,079 and worse than previous year by \$350,574.

Net Profit by location (Unaudited September Treasurer Report pg. 56)

Location	YTD Budget	YTD Actual	Variance	Variance %
Administration	\$822,461	\$796,093	\$26,364	3.21%
Westwind	(\$2,273,103)	(\$2,409,032)	166,929	7.34%
54	(\$87,049)	\$253,274	(\$340,223)	(390.84)%
E&EE	(\$434,901)	(\$793,521)	\$358,620	82.46%
OCTC	(\$214,692)	(\$293,008)	\$78,316	36.48%
Packerland	(\$1,476,126)	(\$1,639,564)	\$163,438	11.07%
Larsen	(\$1,234,727)	(\$1,695,505)	\$460,778	37.32%
Casino	(\$671,574)	(\$588,727)	(\$82,847)	(12.34)%
Bingo	(\$309,486)	(\$371,420)	\$61,934	20.01%
Isbell	(\$1,473,625)	(\$1,566,734)	\$93,109	6.32%
Market	\$25,734	\$68,907	(\$43,173)	(167.77)%
Total	(\$7,327,088)	(\$8,270,333)	\$943,245	12.87%

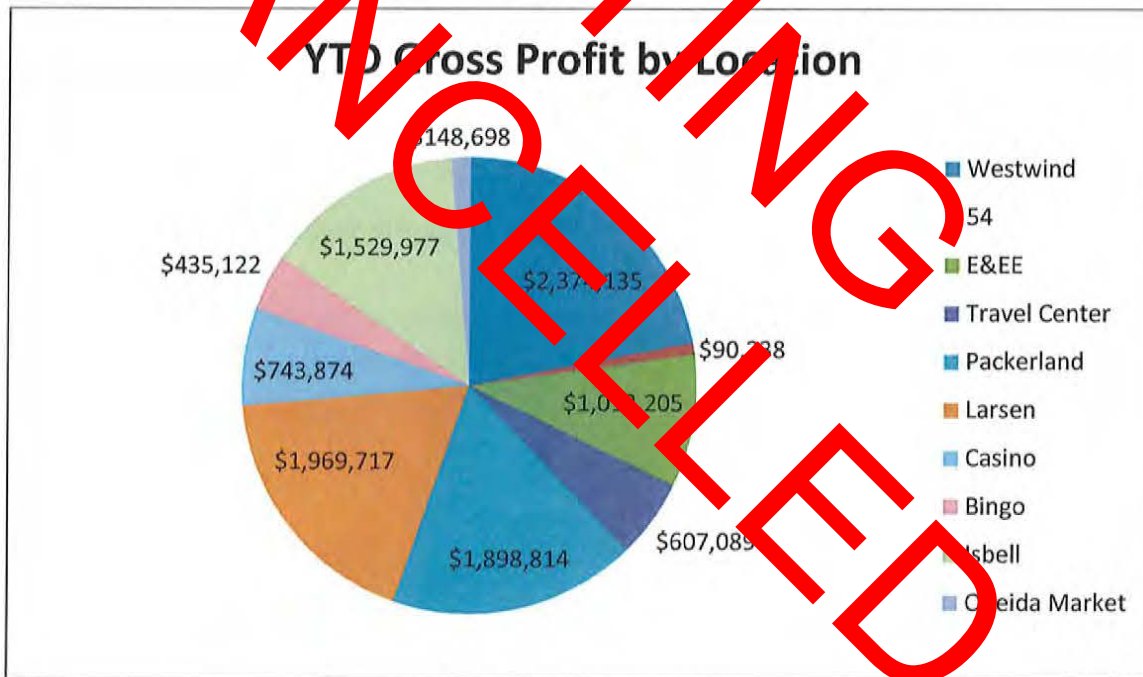
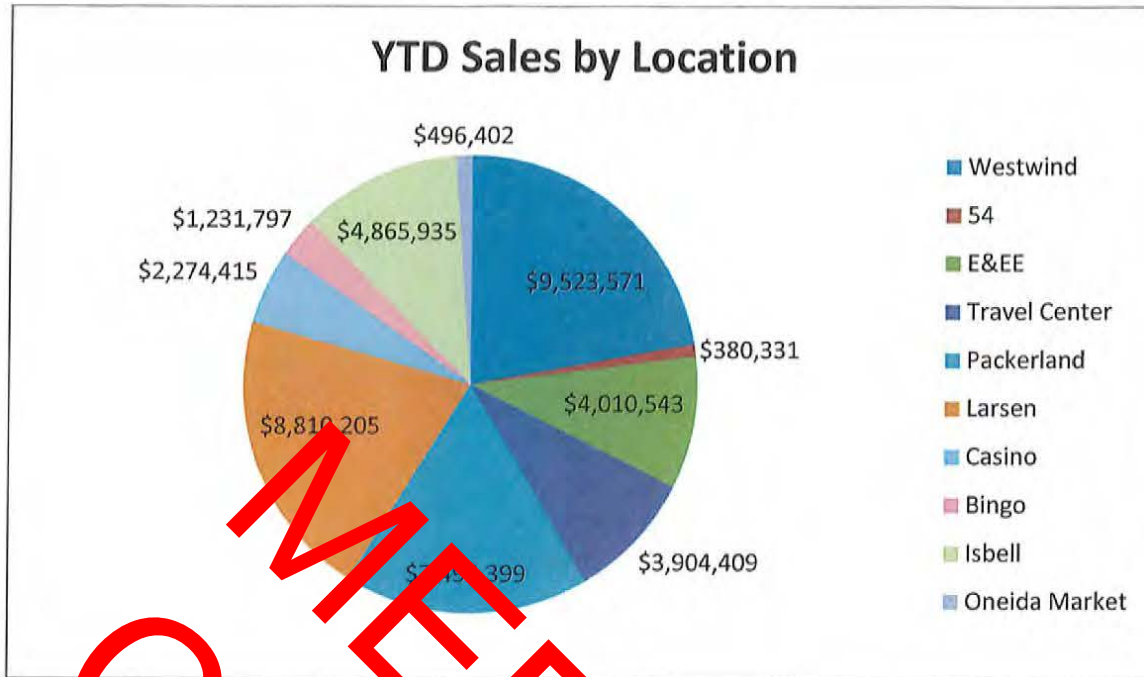
Business units behind budget are 54, Casino and Oneida Market. The business units better than budget are; Administration, Westwind, E&EE, Travel Center, Packerland, Larsen, Bingo and Isbell.

Retail- Consolidated

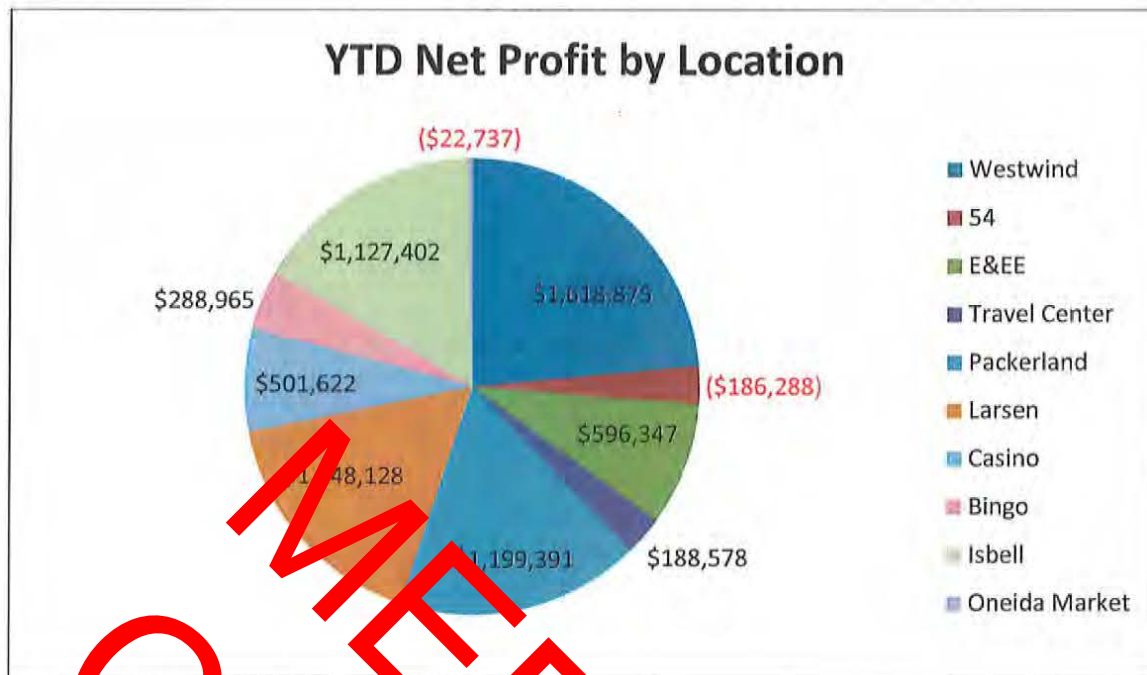


Cigarettes continue to dominate sales and gross profit in the One Stops and the Smokeshops. Mobil branded fuels sold at six (6) of the One stop and is the next highest category in sales and gross profit.





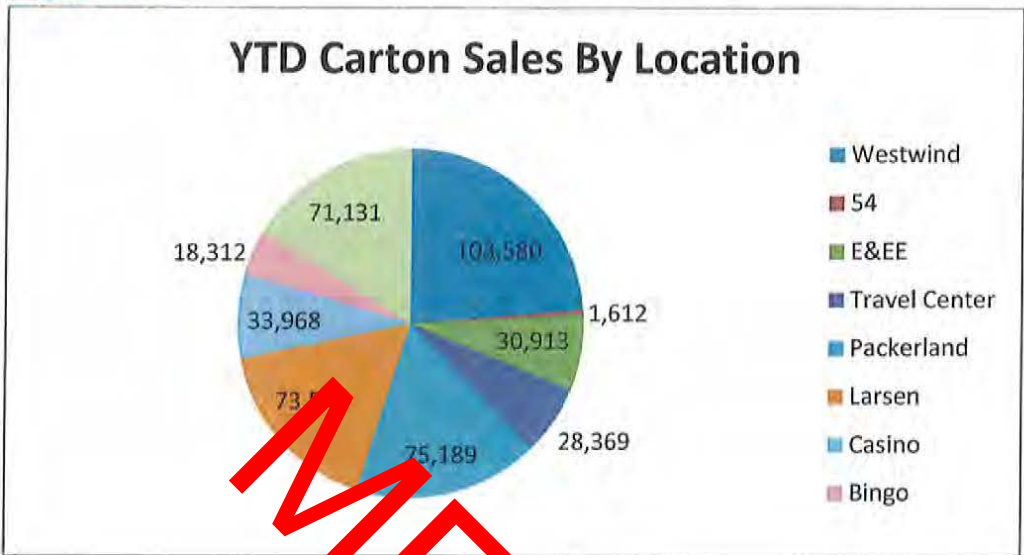
CANCELLED



Highlights

- Westwind has been the number 1 in sales, gross profit and net profit for over 20 years.
- Larsen has moved into the number 2 spot in sales and gross profit and 3rd in net profit. Larsen sells the most fuel of all locations, and has the highest lease rate of all of the stores
- While Packerland is in 3rd place for sales and gross profit and it is in 2nd place in net profit
- Isbell maintains 4th place for sales, gross profit and net profit, mainly due to high sales of cigarettes and a favorable lease rate from Gaming.
- Oneida One Stop re-opened on June 8th and has a negative net profit YTD of \$186,288 mainly due to payroll prior to opening, startup costs and inventory
- The Oneida Market had a negative net profit YTD of \$22,737

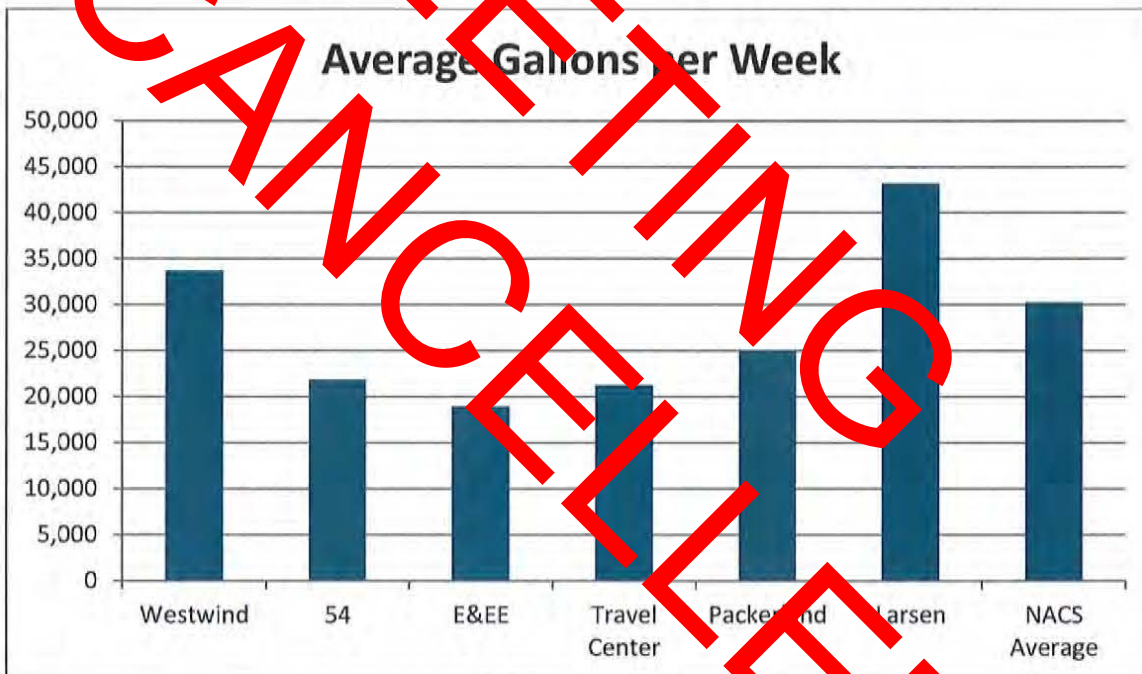
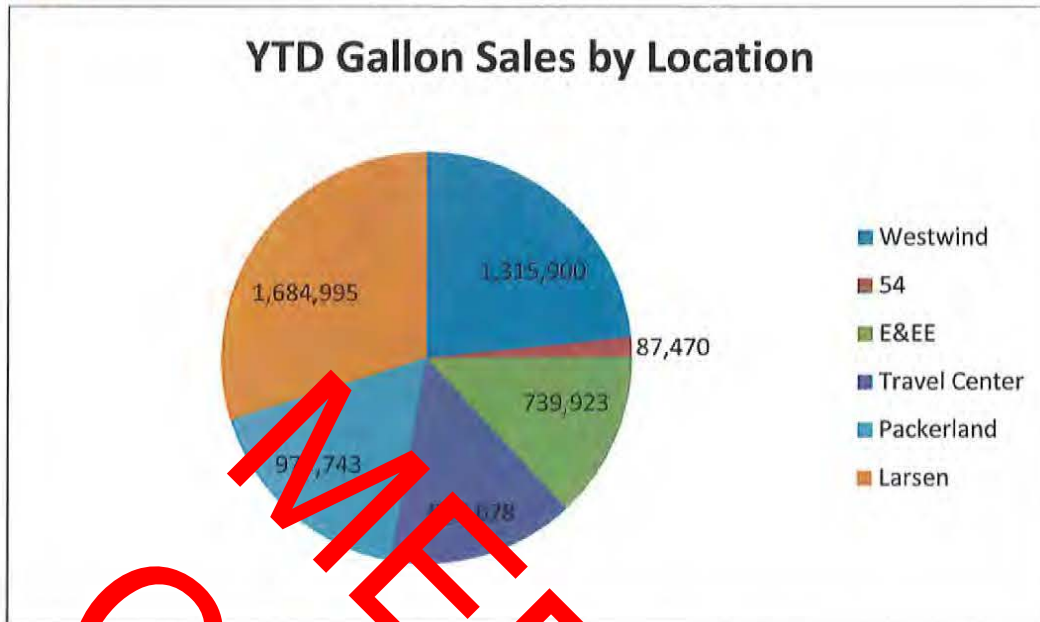
Cigarettes



The average Convenience store sells 106 cartons per week (W. Abraham & Sons) in the state of Wisconsin. One average the Oneida Stops and Smokeshops sell 1,284 cartons per week. This is due to the large price differential as a result of the cigarette excise tax agreement with the state of Wisconsin. The price differential averages \$13.00 per carton. The average gross profit per carton is \$20.17.

In general the Cigarette manufacturers increase the price of cigarettes two (2) times a year, in December and June. This past May the Cigarette price increase was .75 per carton, Oneida Retail increased the retail price by 1.00 per carton, increasing the gross profit per carton by an additional .30 per carton. Should all trends remain the increase will result in an additional \$155,000 in gross profit for FY16.

Fuel



The average Convenience store sells 30,292 (NACS SOI 2013 Report page 11) gallons of fuel per week. The Oneida One Stops average gallons per week are 29,451. The YTD average profit per gallon is \$.15.

There has been an increase in fuel delivery costs due to the pipeline being out of commission from Milwaukee/Madison to Green Bay. US Oil is hauling fuel over the road, by rail and barge to keep the fuel flowing in Green Bay and Northeast WI. As of July 27, 2016 there may be additional costs to transport fuel because of the terminal maintenance in Illinois, the maintenance at one terminal puts pressure on the existing terminals. We will be working with our transport company (Klemm Trucking) to reduce the adding the demurrage charge. The demurrage charge is an additional cost for the time the truck is at the terminal waiting for fuel.

Oneida Retail Employees

Oneida Retail Enterprise Organizational Chart, with the Retail Profit Area Manager reporting to the Oneida Business Committee



On September 30, 2016, there were 116 Retail Employees with an average of 7 years of service. Retail employees are Oneida Tribal Members as outlined in the Tobacco Ordinance.



Figure 1 Retail Associates Years of Service

Of the 116 Retail employees we have the following accruals at the end of September 2016:

Vacation Hours	4,742.65
<u>Personal Hours</u>	<u>3,039.59</u>
Total	7,782.24

10 Retail Employees have accrued over 200 hours of vacation/personal time as of September 30, 2016. Three (3) of the employees that have accrued over 200 of vacation/personal hours are in Retail Administration Six (6) of the employees are Location Managers and one (1) Retail Associate.

YTD payroll was \$3,490,083 compared to the YTD budget of \$3,945,347 resulting in a savings of \$455,264. When compared to prior year's payroll of \$3,328,725 payroll is more than FY15 YTD by \$161,358. YTD overtime was \$11,746 compared to prior year overtime of \$11,262, and is included in the overall payroll information above.

23 Disciplinary Actions were provided to Oneida Retail Employees from July 1 to September 30, 2016

18 Written Warnings	
Attendance	15
Work Performance	3
One (1) Suspension	
Attendance	1
Four (4) Terminations	
Attendance	4

The Human Resource Department voided one of the written warnings for attendance because the Location Manager failed to fill out the form correctly. I overturned one of the written warnings because the Location Manager failed to provide the employee the required copies of the notice.

In April ORE increased the minimum wage for Retail Employees to \$10.10 (after probation) an hour to compete with the surrounding employers and to increase the application pool. Increases ranged from .07 to .50 an hour for current employees.

The Department of Labor published the final wage and hour regulations on May 18, 2016 with an implementation date of December 2016. With the change of the regulations the Location

Managers will no longer be eligible for exempt status. On August 7, 2016 the Managers moved from the E3 position to the NE12 position and become eligible for overtime.

Job Description Changes

The Associate job descriptions were amended to be able to hire 16 and 17 year olds for the Oneida One Stops and Oneida Market. The 16 and 17 year olds will be considered youth workers and exempt from the High School Diploma or GED/HSED requirement with one year of being hired.

Tobacco Ordinance

Oneida Retail has requested that the Tobacco Ordinance be amended to open the Associate position to anyone, while following the Indian Preference Law in hiring. Currently the market is very competitive in the hiring of entry level employees in our area. Prior to hiring any non-Tribal Members into the Associate positions we will provide Diversity Training to all of our employees.

Interim Marketing Director

Don Denny will be retiring on December 30, 2016 for Oneida Retail Enterprise. Don has held various positions within Retail for the past 34 years, from Associate, Location Manager, Operations Manager and Category Manager to the Interim Marketing Director for the past 18 months.

Diamond for Dollar

Diamonds for dollars is a fund raising event in the Oneida Retail stores to support area groups in our community to raise funds by way of selling Diamonds in the stores four (4) times a year. Applications are sought through the Ka and intranet.

In August Oneida Retail raised funds for myTEAM TRIUMPH, as they were the only application for the 4th quarter. myTEAM TRIUMPH is 501(c)(3) non-profit athletic mentoring program created for children, teens, adults and veterans with disabilities. With myTEAM TRIUMPH, disabled participants get to own it all! They will “Captain” a team of “Angels” through an entire race guaranteeing them their moment of glory as they cross that finish line that so many of us take for granted.

• Indigenous Games	\$2,885
• Wise Youth	\$1,919
• Longhouse	\$1,624
• Lacrosse U/13 & U/15	\$1,198
• Woodland Indian Art	\$1,525
• <u>myTEAM Triumph</u>	\$450
	\$9,611

Applications for the next round of fundraising are due December 31st with Diamond sales in February.

Surveillance System Replacement Project

In March Oneida Retail received notice from Surveillance that the Surveillance Department would no longer provide observation services to Oneida One Stops – Westwind, 54, E&EE and Larsen beginning in with the new fiscal year in October.

After discussions with the Gaming Commission, Surveillance, MIS, ORE and the Oneida Police Department it has been determined that Internal Security will provide the observation to all of the Oneida One Stops. At this writing Oneida Retail and Internal Security are meeting regularly to transition observation from the Surveillance Department to Internal Security. A few of the areas we are working on together are:

- Internal Theft Training
- Hold up Training and Procedures
- Improving Cash Handling Procedures
- Reporting & Investigations

Internal Security is working with Surveillance and MIS to work through a few technical glitches with the transition.

Training

In August I attended the Sexual Harassment Training provided by the Human Resource Department at Employee Services,

In September I attended a two day Drug & Alcohol Training provided by the National Criminal Justice Training Center of Fox Valley Technical College at the Radisson Hotel and Conference Center.

Open Roads

The Open Roads rewards program has two components; the first is to be able to provide gas tax exemption to Tribal Members and to provide additional discounts on fuel. The second component is a loyalty program for the general public to earn cents off on a gallon of fuel by purchasing promoted products. In the 3rd quarter US Oil and Oneida Retail will be promoting Open Roads together. Several Radio remotes are scheduled along with stops by the Open Roads Teams to encourage customers to enroll in the program.

The second quarter Open Rewards collateral is attached which begins on January 3, 2017

Open Roads Audit

An Audit was completed by the Auditing Department. The Audit had two (2) findings; there should be a limit on gallons purchased by Tribal Members and the Intra-Tribal Charge list should

be updated whenever there is a change on who is eligible to charge fuel at the One Stops, and the employees eligible should be based on their job description.

The fuel limit is not feasible at this time because of the intra-tribal charges and Tribal Member commercial charges. Limiting the amount of fuel per transaction would cause longer lines at the registers. The fuel will be limited on April 1, 2017 when the intra-tribal charges and commercial charges are moved to the Exxon/Mobil Fleet program.

The Intra-Tribal Charge list is updated on an annual basis and when departments send an updated authorized list. Oneida Retail is not responsible to determine who can purchase fuel. When the Exxon/Mobil Fleet program is introduced to the Intra-Tribal Departments it will be the individual department's responsibility to determine who is eligible to purchase fuel.

Big Deal Texting Campaign

The Big Deal texting campaign was introduced during the opening of Oneida One Stop 54 as a way to communicate fuel discount opportunities to our customers through the Open Rewards and directly from vendors. To join the texting campaign text "onestop" to 55678 and you will receive text messages informing you of the "Big Deal". The Big Deal will also be posted to Social Media sites along with in store signage. The future plan is to create "clubs" within the texting campaign to target offers directly to customers who have expressed an interest in a particular produce line.

Intra-Tribal Charge and Commercial Charge Accounts

ORE has explored two options to automate the Intra-Tribal charges of fuel at the Oneida One Stops. The Exxon/Mobil Fleet program has been selected because there is no cost to Oneida Retail and there is minimal cost to the Nation. The other option would track fuel sales in a similar fashion; however the cost to run the program was approximately \$15,000 per year. There are currently 56 different departments purchasing fuel at the Oneida One Stops. In FY16 the Intra-Tribal departments purchased \$331,585 of fuel from the Oneida One Stops. The Exxon/Mobil Fleet Program will provide up to .06 cents in discounts (based on monthly purchases) and Oneida Retail will offer an additional .03 discount.

There are currently 14 commercial charges at the Oneida One Stops for fuel. We are encouraging the commercial accounts to open a Mobil Fleet card to manage their fuel purchases. Exxon/Mobil offers discounts on the fuel (based on volume) and ORE will also discount the fuel by .03 a gallon for the first six (6) month. ORE's intention is to close all commercial accounts by March 31, 2016.

FY16 Capital Expenditures

The fuel dispensers at Oneida One Stop Packerland and Oneida Casino Travel Center were replaced in early August. The replacement is due to the EMV compliance. Oneida One Stop Westwind, Larsen and E&EE will components of the dispensers replaced to become EMV compliant.

FY17 Budget

	FY15 Actual	FY16 Actual	FY17 Proposed Budget
Sales	\$61,874,130	\$58,656,770	\$67,364,393
Cost of Sales	\$47,173,619	\$43,761,417	\$50,884,602
Gross Profit	\$14,700,511	\$14,895,353	\$16,479,791
Expenses	\$7,125,843	\$6,624,186	\$8,087,129
Net Profit	\$8,621,741	\$8,271,167	\$8,392,662

The FY17 budget includes 40 additional hours for those employees who had accrued 80 hours of combined vacation/personal hours as of March 31, 2016 for Trade Back for Cash. Each employee's salary (with one year of service) was also increased by .40, as recommended by Human Resources.

Highlights of the ORC FY17 Proposed budget are:

To achieve the budget ORE must:

- Sell more than 610,000 cartons of cigarettes
- Sell 6,500,000 gallons of fuel
- Sell \$1,000,000 in tobacco products
- Sell \$3,400,000 of convenience goods
- Sell \$588,000 in product at the Oneida Market

FY17 BUDGET includes the following:

- Three additional positions
 - Assistant POS
 - Two additional Assistant Location

Adjustments may be necessary depending on the exempt status of the Managers and a Retail Administration reorganization.

- Payroll .40 increase/bonus for each employee that is employed as of September 30, 2016.

Should an employee be at the maximum in their pay range a bonus will be paid out based on average number of hours worked per week, or a combination of increase and bonus if the .40 increase would put them over the maximum in their pay range. See How PAYROLL is BUDGETED.

- 40 hours of trade back for cash for eligible employees.

To be eligible for trade back an employee must have a combination of personal and vacation hours that exceeds 80 hours.

- \$9,780 in the training line.

Examples of training include beverage server, fire extinguisher, petroleum equipment training, WI Class A/B training and certification in Natural Health practitioner.

- \$5,000 in the Travel line.

Funds earmarked for SAS Tradeshow, WPMCA attendance and possibly the NACS show.

- \$3,500,000 in Capital Improvement Projects (CIP) Budget

Funds determined to add an additional Oneida One Stop to the mix of stores.

- **\$58,000 in Capital Expenditure Projects (CapX) Budget**

Three CAPX projects were approved: Awning at EEE, Point of Sale system at OCTC, Freezer/Cooler doors at Packerland. (See all CapX requests)

- **GAS Tax Exemption Cost for Off Reservations fuel purchases**

In Previous years General Tribal Council budget was set to in a way that offset our cost to provide the mandated gas tax exemption to Tribal Members off reservation . The Oneida Business Committee has informed ORE that this expense will no longer be reimbursed. The result is a reduction in net profit by \$246,930.

Thank you for reading the report, should you have any questions please feel free to call me at 920.496.7301 or by email at mdoxtat3@oneidanation.org

CANCELLED

Oneida Business Committee Agenda Request

1. Meeting Date Requested: 12 / 28 / 16

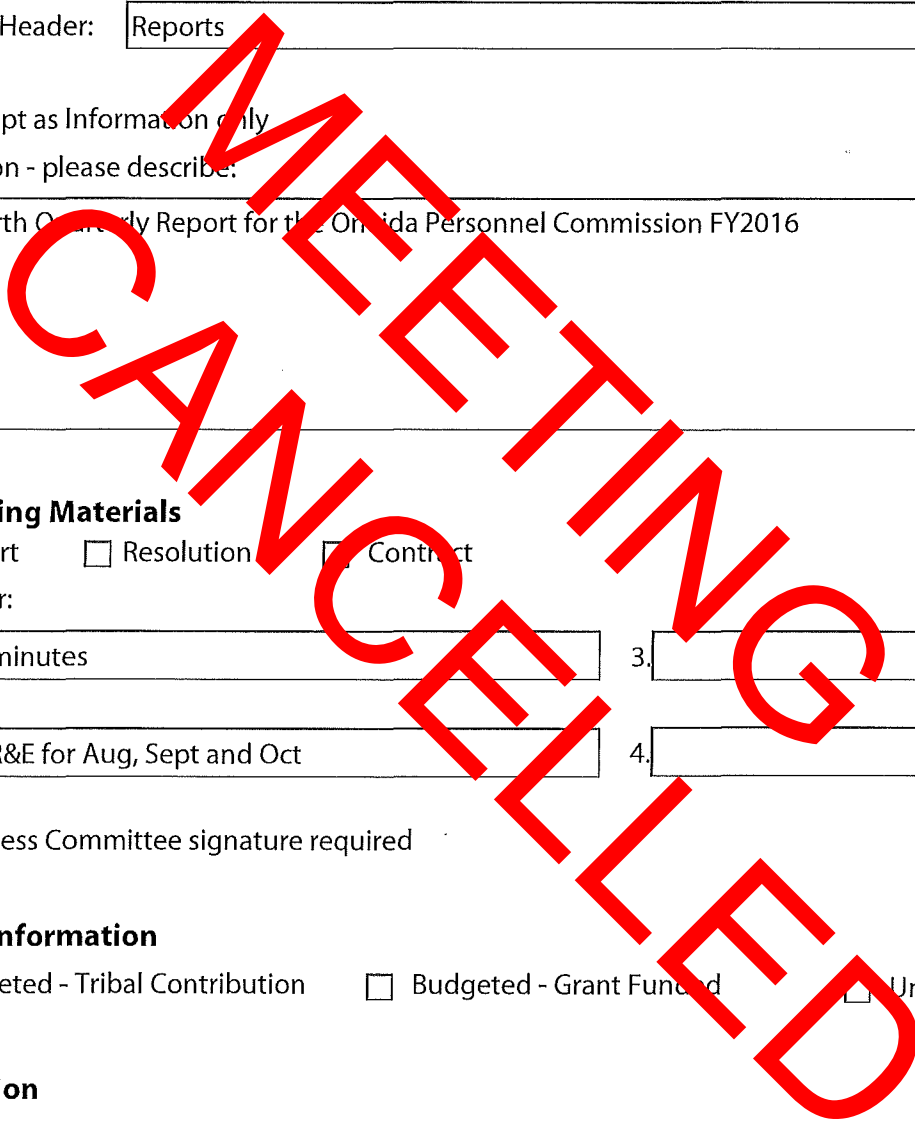
2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:



3. Supporting Materials

Report Resolution Contract

Other:

1. 3.

2. 4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution Budgeted - Grant Funded Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

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

Additional Requestor: _____
Name, Title / Dept.

Additional Requestor: _____
Name, Title / Dept.

ONEIDA PERSONNEL COMMISSION
 FY 2016 Quarterly Report Fourth Quarter
 July, August and September 2016
 Submitted by: Yvonne Jourdan

NAMES

Officers: Yvonne Jourdan, Chairperson
 Gary Smith, Vice-Chairperson
 Sharon Alvarez, Treasurer
 Rosalinda Powless, Secretary

Members: Bradley Graham
 Thomas Escamea
 Clifford Canfield
 Sandra Depina
 Eric Kravczyk
 Pearl Webster
 Carol Smith

MINUTES

All approved minutes have been submitted to the Office of the Tribal Secretary.

July 19, 2016 Regular Meeting (Approved)
 August 16, 2016 Regular Meeting (Approved)
 September 20, 2016 Regular Meeting (Approved)

FINANCIAL

See attached R&E statement for the months of July, August and September 2016.

SPECIAL EVENTS AND TRAVEL

No out-of-state travel/training occurred during this quarter.

LOCAL TRAINING

Training for the first quarter of this fiscal year included standard initial reviews, grievance hearings, and grievance decisions training which took place in July, August and September.

ACTIVITY REPORT-Oneida Personnel Commission

Activity	July	August	September	Totals
Pre-Screens	19	31	14	64
Interviews	10	30	17	57
Reassignments	4	7	6	17
Initial Reviews	2	2	1	5
Grievances	2	1	2	4
Deliberations	1	1	0	2
Decision Writing	0	1	1	2

Motion Decisions	1	1	4	6
Regular Meetings	1	1	1	3
Special Meetings	0	0	0	0
Training*	5	3	5	13
Non-Gaming Employees with an advocate	0	0	0	0
Non-Gaming Employees without an advocate	2	2	0	4
Gaming Employees with an advocate	0	0	1	1
Gaming Employees without an advocate	0	0	0	0
Non-Gaming Management with an advocate	0	0	0	0
Non-Gaming Management without an advocate	2	2	0	4
Gaming Management with an advocate	0	0	1	1
Gaming Management without an advocate	0	0	0	0

- The numbers within the Reassignment boxes, are the numbers of employees that were reassigned into different positions for that specific month.

Training could mean attending out-of-state, local training or in-house training. New commissioners are mentored by existing commissioners during Initial Reviews, Grievance Hearings, Decision Writing, Hearing Officer Responsibilities, and Motion Decisions. This type of involvement is also considered training.

PERSONAL COMMENTS - Yvonne Jourdan, Chairperson - OPC

This Commission has continued to review the proposed Employment Law (draft #21), that is currently at the Legislative Operating Committee (LOC). We have taken the position that this new Law is not favorable to the employment base. We have taken the position that we would inform General Tribal Council (G.T.C) of the Commission's perspective and bring awareness to both G.T.C. and the employment base, we are doing this through our articles placed in our Tribal newspaper. This Commission has requested verbally that once the Oneida Business Committee establishes a date for General Tribal Council to meet and decide whether or not they support this Law, we would like to present our perspectives, issues and concerns regarding the proposed Employment Law.

This Commission had filed a complaint regarding some unfair and unethical hiring practices that were allowed and controlled by the Human Resources Department, to date,

that complaint has been unfounded by the Human Resource Departmental Manager, and it is now in the hands of the Oneida Business Committee. As of the date of this report, the Oneida Business Committee has yet to resolve this complaint. The complaint was filed in July 2016.

The Commission continues to review current policies that have been approved and passed by the Oneida Business Committee (OBC) along with the Human Resource Department, (HRD) with the expectation that there can be improvements and discussion with both the OBC and HRD. The Personnel Commission continues to review the by-laws, SOP's, and the training manual for accuracy and relevance to the laws and policies of the Oneida Tribe. We have completed work on updating the qualifications for future Commissioners, which will be reflected in our By-Laws, and are currently pending at the LOC. In the future Quarterly reports, starting with the first Quarter of FY 2017, this Commission will report on consistencies in the application of policies and procedures regarding hiring practice within HRD, this will include grievance matters that have come before this Commission.

GOALS AND OBJECTIVES – FY 2016

- | | |
|--|--------------------------|
| 1. Personnel Commission By-Laws | REVISIONS |
| 2. Training Manual | IN PROGRESS |
| 3. Updating Qualifications for Commissioners | REVISIONS PENDING AT LOC |
| 3. Interdepartmental Relationships | NEEDS IMPROVEMENT |
| 4. Updating Personnel Commission SOP's | IN PROGRESS |

OBJECTIVE STATEMENT – FY 2016

1. Optimize organizational efficiency and effectiveness
2. Learning and growth perspective
3. Owner/customer/stakeholder perspective

MEETING REQUIREMENTS

Oneida Personnel Commission By-Laws, Article III. Meetings.

3-1 *Regular Meetings.* The OPC officers shall establish a schedule of regular meetings for the upcoming year beginning in November. Notice of meeting location, agenda and materials shall be forwarded by the Chairperson with the assistance of the Administrator. Robert's Rules of Order shall be used as a guideline for conducting meetings.

3-2 *Special Meetings.* Special meetings shall be called not less than three (3) days prior to the date of the special meeting.

3-3 *Emergency meetings.* Emergency meetings shall be scheduled as needed and provide details of the emergency.

3-4 *Legislative Sessions.* When considering revisions or suggestions to the OPC regarding the labor laws of the Tribe, a Legislative Session may be scheduled to devote a focused exclusive convened working meeting of the OPC to specifically address amendment or revision of existing or proposed labor laws of the Tribe. An internal OPC SOP may be drafted governing the procedures to be followed in implementing such Legislative Session.

3-5 *Quorum.* A quorum shall consist of a majority of the OPC members. In the absence of the Chairperson and the Vice-Chairperson, the members present at the meeting shall elect a Chairperson *Pro Tem* to preside over the meeting.

FOLLOW-UP

- Meeting with the Personnel Commission's alternate Liaison, David Jordan, Tribal Councilman, regarding issues and concerns of the Commission.

CANCELLED

4273007 - PERSONNEL BOARD
 STATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
 REPORT RUNDATE/RUNTIME: 8/11/2016 13:38:34

CBRUNE01
 10JUL/2016

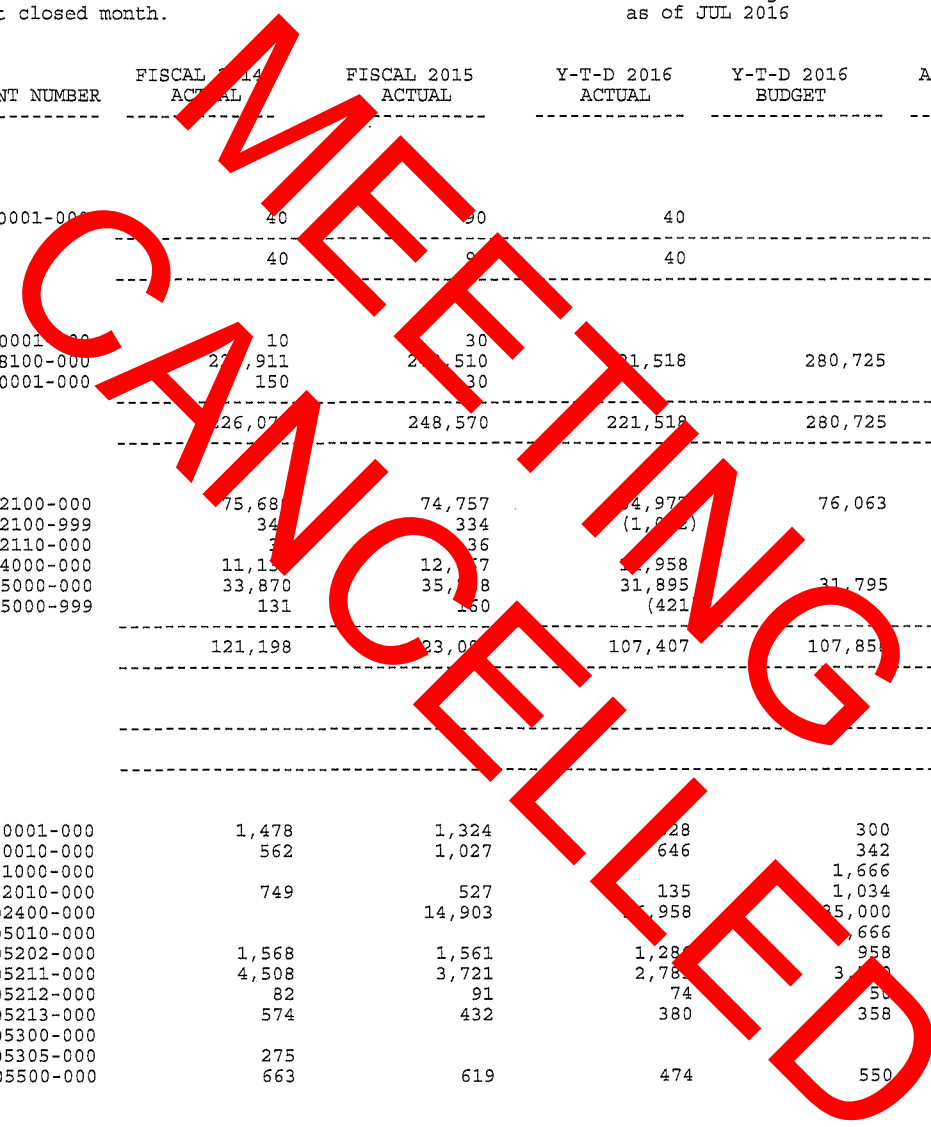
REPORT NAME: BD_T_FISCL
 REF:C

4273007 - PERSONNEL BOARD
 REPORT FOR COMPLETE FISCAL YEAR
 AND Y-T-D INFORMATION

Processing Instruction: Submit for last closed month.

Year To Date figures
 as of JUL 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
Revenue - External								
SERVICE FEE REVENUE	000-400001-000	40	30	40			40	
Sub-Total		40	30	40			40	
Revenue/Contribution- Internal								
I/T SERVICE FEE REVENUE	000-450001-000	10	30					
TRIBAL CONTRIBUTION	000-458100-000	27,911	27,510	21,518	280,725	336,871	277,664	332,135
INTRA/SAME SERVICE FEE REVENUE	000-480001-000	150	30					
Sub-Total		26,071	248,570	221,518	280,725	336,871	277,664	332,135
Labor/Payroll Expense								
PERSONNEL	000-502100-000	75,681	74,757	74,977	76,063	91,275	80,189	91,275
WAGE ACCRUAL EXPENSE	000-502100-999	3	334	(1,002)			(1,002)	
SALARIES - TRAINING	000-502110-000	3	36					
PAID TIME OFF	000-504000-000	11,157	12,007	11,958			11,958	
FRINGE BENEFIT	000-505000-000	33,870	35,008	31,895	31,795	38,153	38,253	37,697
FRINGE ACCRUAL EXPENSE	000-505000-999	131	160	(421)			(421)	
Sub-Total		121,198	233,002	107,407	107,858	129,428	128,977	128,972
Cost of Sales								
Sub-Total								
External Expenses								
SUPPLIES & MATERIALS	000-700001-000	1,478	1,324	1,288	300	360	888	360
COPY CHARGES	000-700010-000	562	1,027	646	342	410	714	410
TRANSP. & PER DIEM	000-701000-000				1,666	2,000	334	2,000
OUTSIDE SERVICES	000-702010-000	749	527	135	1,034	1,240	341	760
LEGAL SERVICES	000-702400-000		14,903	15,958	15,000	42,000	43,958	42,000
TRAINING & EDUCATION	000-705010-000				1,666	2,000	334	2,000
RENTAL USAGE	000-705202-000	1,568	1,561	1,280	958	1,150	1,478	1,150
HEAT & LIGHTS	000-705211-000	4,508	3,721	2,780	3,000	4,500	3,535	4,500
WATER & SEWER	000-705212-000	82	91	74	50	60	84	60
TELEPHONE	000-705213-000	574	432	380	358	430	452	430
BUSINESS EXPENSE	000-705300-000							200
STIPENDS	000-705305-000	275						
INSURANCE	000-705500-000	663	619	474	550	660	584	660



4273007 - PERSONNEL BOARD
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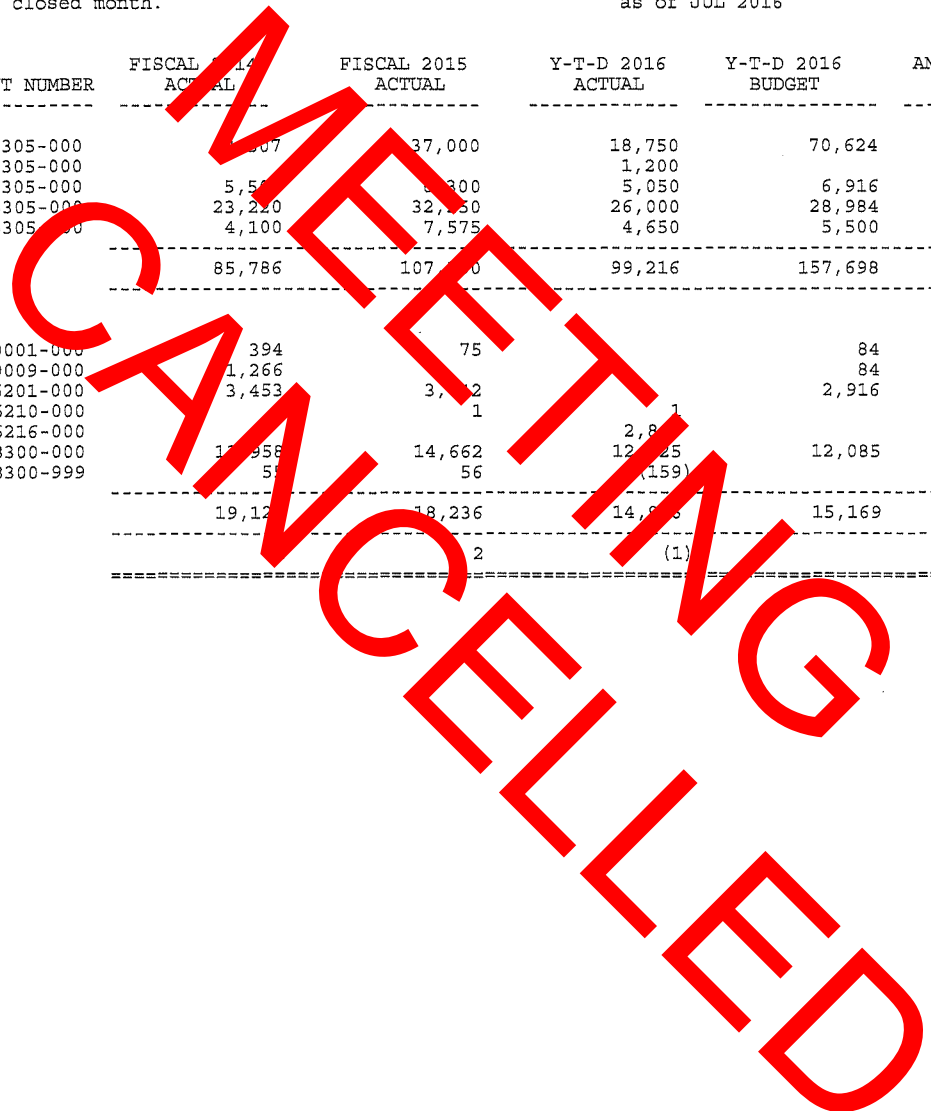
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REPORT NAME: BD_T_FISCL REF:C
 REPORT FOR COMPLETE FISCAL YEAR
 AND Y-T-D INFORMATION

Processing Instruction: Submit for last closed month.

Year To Date figures
 as of JUL 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
STIPENDS	100-705305-000	37,007	37,000	18,750	70,624	84,750	32,876	80,750
STIPENDS	200-705305-000			1,200			1,200	
STIPENDS	400-705305-000	5,500	5,300	5,050	6,916	8,300	6,434	8,300
STIPENDS	500-705305-000	23,220	32,250	26,000	28,984	34,780	31,796	34,780
STIPENDS	600-705305-000	4,100	7,575	4,650	5,500	6,600	5,750	6,600
Sub-Total		85,786	107,130	99,216	157,698	189,240	130,758	184,960
Internal Expenses								
I/T SUPPLIES & MATERIALS	000-750001-000	394	75		84	100	16	100
I/T - PRINTING	000-750009-000	1,266			84	100	16	100
I/T RENT EXPENSE	000-755201-000	3,453	3,121		2,916	3,500	584	3,500
I/T UTILITIES EXPENSE	000-755210-000		1	1			1	
I/T DEPRECIATION ALLOCATION	000-755216-000			2,811			2,869	
INDIRECT COSTS	000-758300-000	17,958	14,662	12,225	12,085	14,503	14,643	14,503
INDIRECT COST ACCRUAL EXPENSE	000-758300-999	58	56	(159)			(159)	
Sub-Total		19,121	18,236	14,888	15,169	18,203	17,970	18,203
NET PROFIT OR (LOSS)			2	(1)			(1)	



4273007 - PERSONNEL BOARD
 STATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
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 11AUG/2016

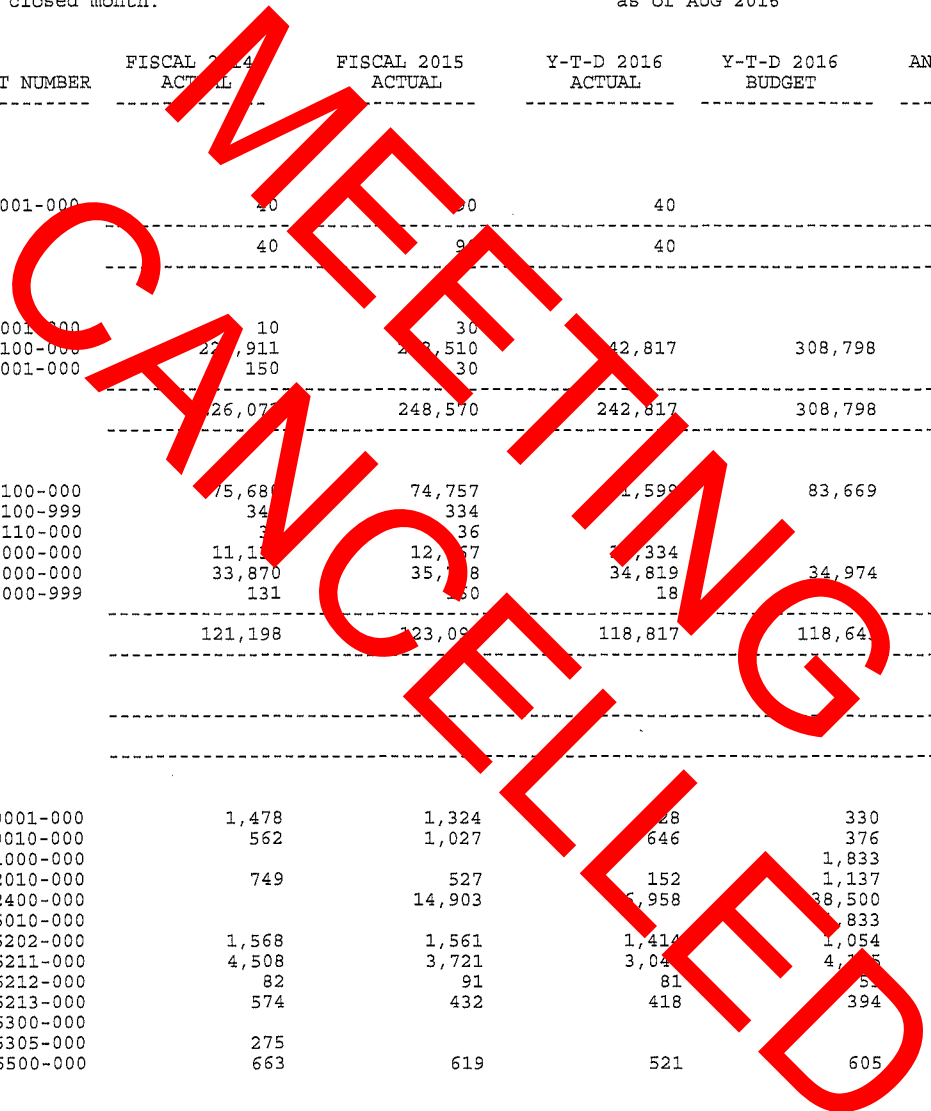
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 REF:C

4273007 - PERSONNEL BOARD
 REPORT FOR COMPLETE FISCAL YEAR
 AND Y-T-D INFORMATION

Processing Instruction: Submit for last closed month.

Year To Date figures
 as of AUG 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
Revenue - External								
SERVICE FEE REVENUE	000-400001-000	40	40	40			40	
Sub-Total		40	40	40			40	
Revenue/Contribution- Internal								
I/T SERVICE FEE REVENUE	000-450001-000	10	30					
TRIBAL CONTRIBUTION	000-458100-000	22,911	22,510	42,817	308,798	336,871	270,890	332,135
INTRA/SAME SERVICE FEE REVENUE	000-480001-000	150	30					
Sub-Total		26,071	248,570	242,817	308,798	336,871	270,890	332,135
Labor/Payroll Expense								
PERSONNEL	000-502100-000	75,688	74,757	1,598	83,669	91,275	79,205	91,275
WAGE ACCRUAL EXPENSE	000-502100-999	34	334				47	
SALARIES - TRAINING	000-502110-000	3	36					
PAID TIME OFF	000-504000-000	11,111	12,577	7,334			12,334	
FRINGE BENEFIT	000-505000-000	33,870	35,718	34,819	34,974	38,153	37,998	37,697
FRINGE ACCRUAL EXPENSE	000-505000-999	131	180	18			18	
Sub-Total		121,198	123,082	118,817	118,643	129,428	129,602	128,972
Cost of Sales								
Sub-Total								
External Expenses								
SUPPLIES & MATERIALS	000-700001-000	1,478	1,324	28	330	360	858	360
COPY CHARGES	000-700010-000	562	1,027	646	376	410	680	410
TRANSP. & PER DIEM	000-701000-000				1,833	2,000	167	2,000
OUTSIDE SERVICES	000-702010-000	749	527	152	1,137	1,240	255	760
LEGAL SERVICES	000-702400-000		14,903	6,958	38,500	42,000	40,458	42,000
TRAINING & EDUCATION	000-705010-000				833	2,000	167	2,000
RENTAL USAGE	000-705202-000	1,568	1,561	1,410	1,054	1,150	1,510	1,150
HEAT & LIGHTS	000-705211-000	4,508	3,721	3,045	4,205	4,500	3,421	4,500
WATER & SEWER	000-705212-000	82	91	81	51	60	86	60
TELEPHONE	000-705213-000	574	432	418	394	430	454	430
BUSINESS EXPENSE	000-705300-000							200
STIPENDS	000-705305-000	275						
INSURANCE	000-705500-000	663	619	521	605	660	576	660



4273007 - PERSONNEL BOARD
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CBRUNE01
 11AUG/2016

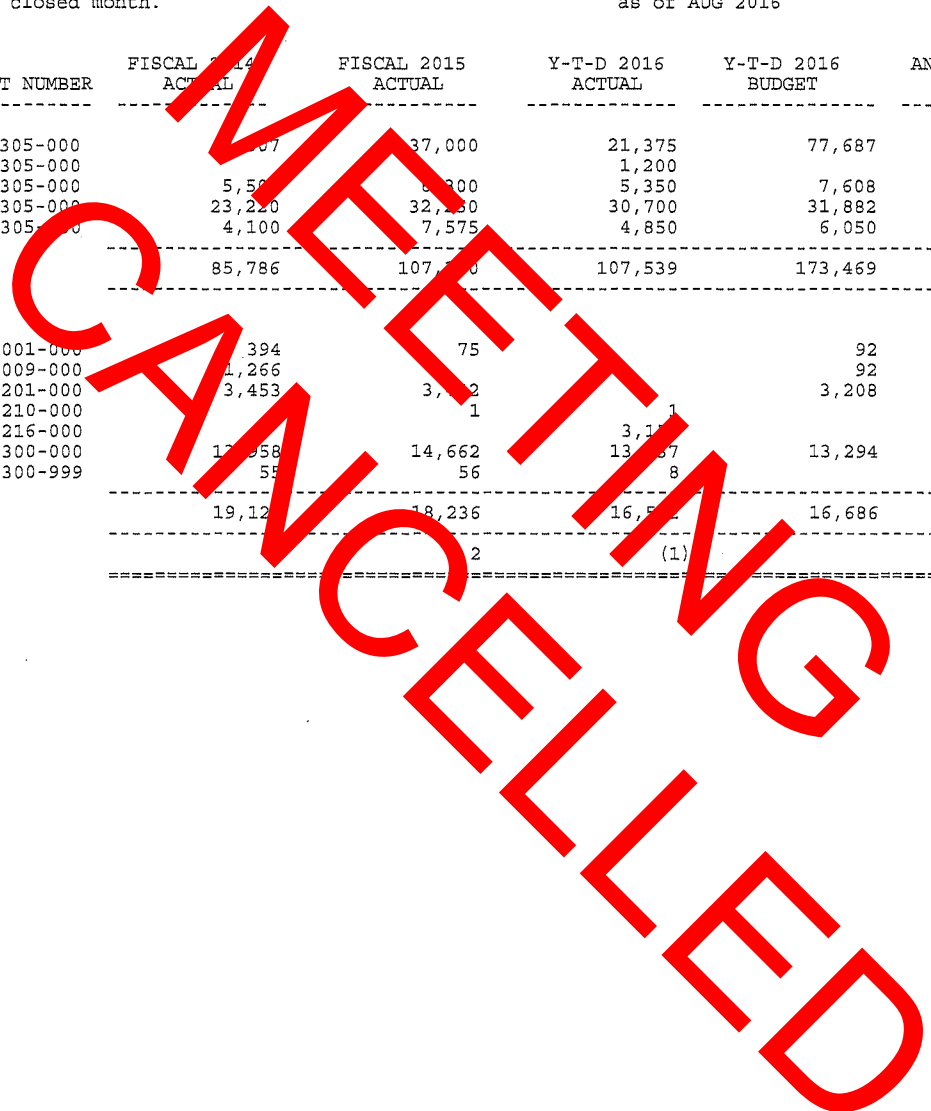
REPORT NAME: BD_T_FISCL
 REF:C

4273007 - PERSONNEL BOARD
 REPORT FOR COMPLETE FISCAL YEAR
 AND Y-T-D INFORMATION

Processing Instruction: Submit for last closed month.

Year To Date figures
 as of AUG 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
STIPENDS	100-705305-000	37,000	37,000	21,375	77,687	84,750	28,438	80,750
STIPENDS	200-705305-000			1,200			1,200	
STIPENDS	400-705305-000	5,500	8,300	5,350	7,608	8,300	6,042	8,300
STIPENDS	500-705305-000	23,220	32,220	30,700	31,882	34,780	33,598	34,780
STIPENDS	600-705305-000	4,100	7,575	4,850	6,050	6,600	5,400	6,600
Sub-Total		85,786	107,100	107,539	173,469	189,240	123,310	184,960
Internal Expenses								
I/T SUPPLIES & MATERIALS	000-750001-000	394	75		92	100	8	100
I/T - PRINTING	000-750009-000	1,266			92	100	8	100
I/T RENT EXPENSE	000-755201-000	3,453	3,200		3,208	3,500	292	3,500
I/T UTILITIES EXPENSE	000-755210-000		1	1			1	
I/T DEPRECIATION ALLOCATION	000-755216-000			3,100			3,156	
INDIRECT COSTS	000-758300-000	17,958	14,662	13,837	13,294	14,503	14,546	14,503
INDIRECT COST ACCRUAL EXPENSE	000-758300-999	55	56	8			8	
Sub-Total		19,126	18,236	16,522	16,686	18,203	18,019	18,203
NET PROFIT OR (LOSS)			2	(1)			(1)	



4273007 - PERSONNEL BOARD
 STATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
 REPORT RUNDATE/RUNTIME: 10/26/2016 09:02:38

CBRUNE01
 12SEP/2016

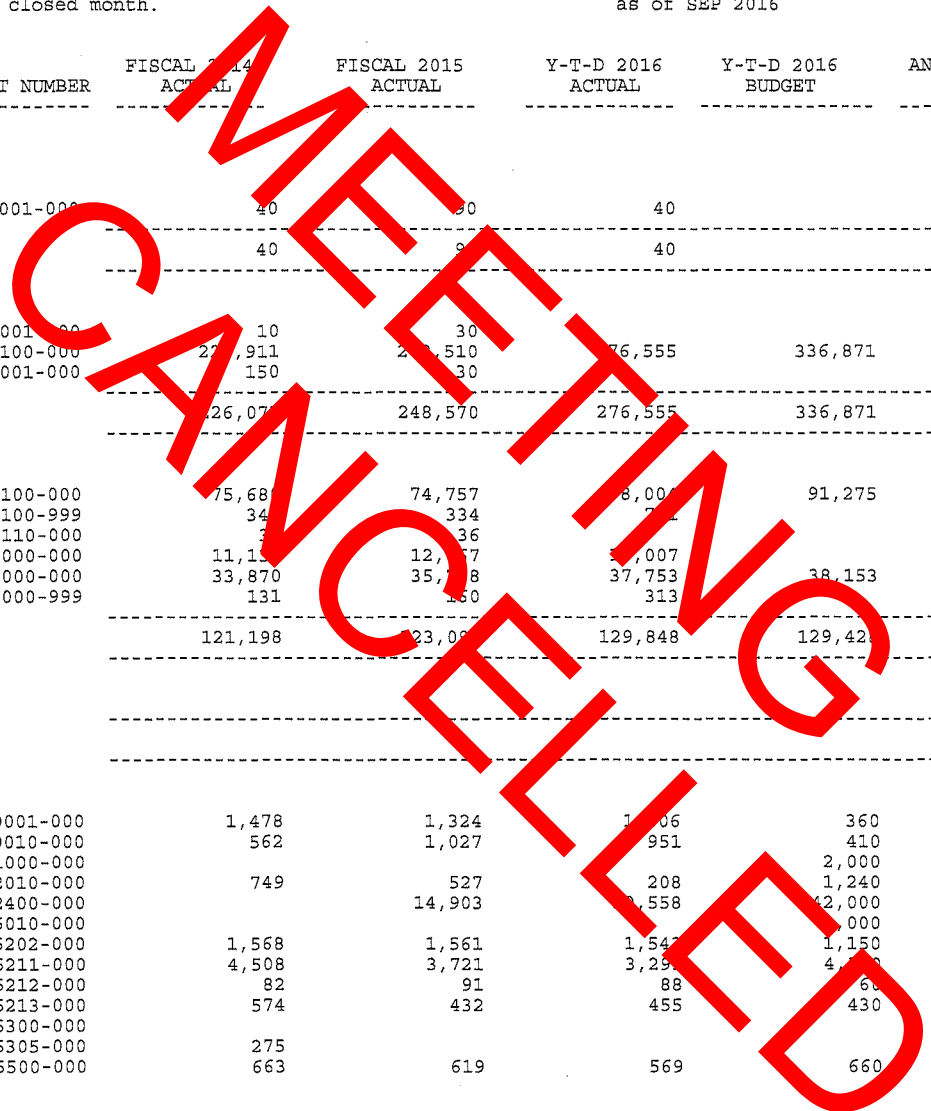
REPORT NAME: BD_T_FISCL
 REF:C

4273007 - PERSONNEL BOARD
 REPORT FOR COMPLETE FISCAL YEAR
 AND Y-T-D INFORMATION

Processing Instruction: Submit for last closed month.

Year To Date figures
 as of SEP 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
Revenue - External								
SERVICE FEE REVENUE	000-400001-000	40	40	40			40	
Sub-Total		40	40	40			40	
Revenue/Contribution- Internal								
I/T SERVICE FEE REVENUE	000-450001-000	10	30					
TRIBAL CONTRIBUTION	000-458100-000	27,911	27,510	27,555	336,871	336,871	276,555	332,135
INTRA/SAME SERVICE FEE REVENUE	000-480001-000	150	30					
Sub-Total		26,071	248,570	276,555	336,871	336,871	276,555	332,135
Labor/Payroll Expense								
PERSONNEL	000-502100-000	75,681	74,757	74,000	91,275	91,275	78,004	91,275
WAGE ACCRUAL EXPENSE	000-502100-999	34	334	71			771	
SALARIES - TRAINING	000-502110-000	3	36					
PAID TIME OFF	000-504000-000	11,150	12,007	12,007			13,007	
FRINGE BENEFIT	000-505000-000	33,870	35,008	37,753	38,153	38,153	37,753	37,697
FRINGE ACCRUAL EXPENSE	000-505000-999	131	160	313			313	
Sub-Total		121,198	123,000	129,848	129,428	129,428	129,848	128,972
Cost of Sales								
Sub-Total								
External Expenses								
SUPPLIES & MATERIALS	000-700001-000	1,478	1,324	1,006	360	360	1,006	360
COPY CHARGES	000-700010-000	562	1,027	951	410	410	951	410
TRANSP. & PER DIEM	000-701000-000				2,000	2,000		2,000
OUTSIDE SERVICES	000-702010-000	749	527	208	1,240	1,240	208	760
LEGAL SERVICES	000-702400-000		14,903	10,558	42,000	42,000	50,558	42,000
TRAINING & EDUCATION	000-705010-000				2,000	2,000		2,000
RENTAL USAGE	000-705202-000	1,568	1,561	1,543	1,150	1,150	1,543	1,150
HEAT & LIGHTS	000-705211-000	4,508	3,721	3,291	4,500	4,500	3,291	4,500
WATER & SEWER	000-705212-000	82	91	88	60	60	88	60
TELEPHONE	000-705213-000	574	432	455	430	430	455	430
BUSINESS EXPENSE	000-705300-000							200
STIPENDS	000-705305-000	275						
INSURANCE	000-705500-000	663	619	569	660	660	569	660



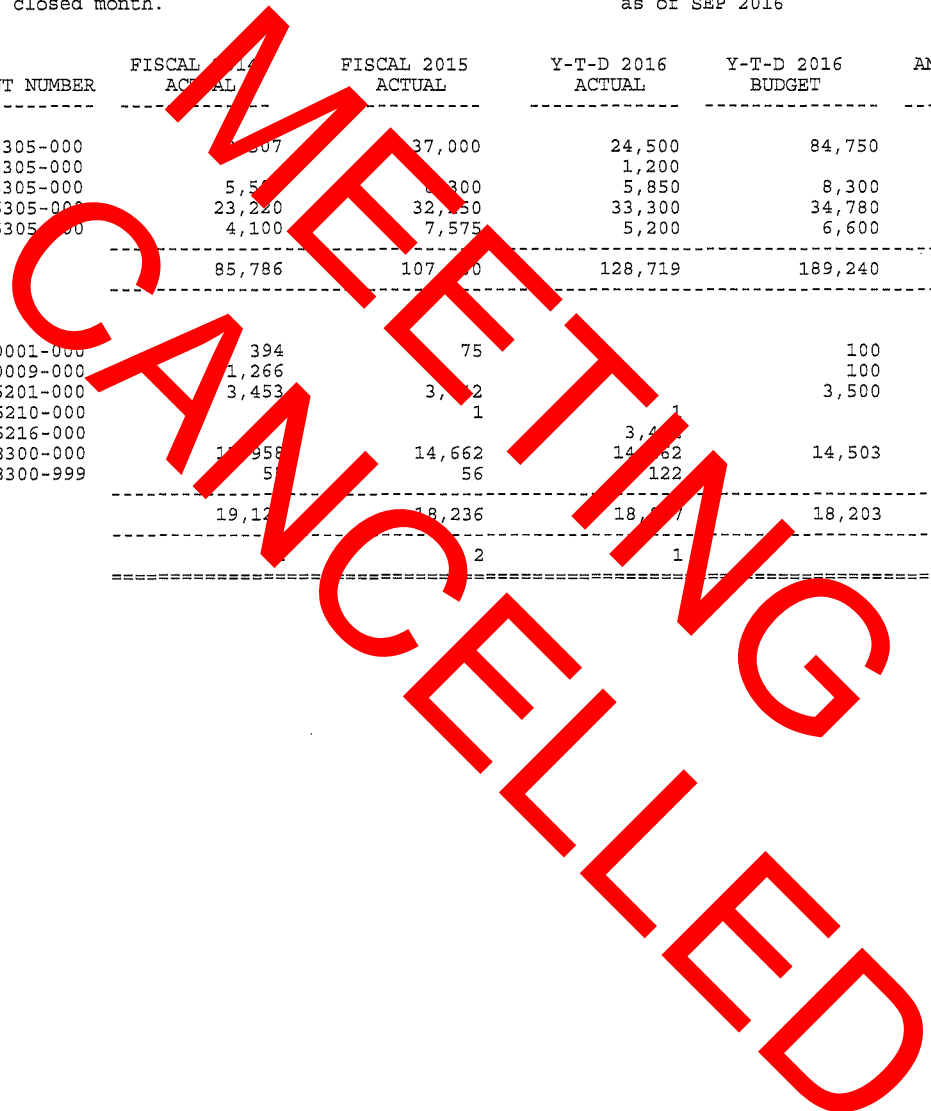
4273007 - PERSONNEL BOARD
 STATEMENTS PRODUCED PRIOR TO PERIOD CLOSING DATES ARE SUBJECT TO CHANGE
 REPORT RUNDATE/RUNTIME: 10/26/2016 09:02:38

CBRUNE01
 12SEP/2016

4273007 - PERSONNEL BOARD
 REPORT NAME: BD_T_FISCL REPORT FOR COMPLETE FISCAL YEAR
 REF:C AND Y-T-D INFORMATION

Processing Instruction: Submit for last closed month. Year To Date figures as of SEP 2016

ACCOUNT NAME	ACCOUNT NUMBER	FISCAL 2014 ACTUAL	FISCAL 2015 ACTUAL	Y-T-D 2016 ACTUAL	Y-T-D 2016 BUDGET	ANNUAL 2016 BUDGET	ANNUAL 2016 PROJECTED	ANNUAL 2017 PROPOSED BUDGET
STIPENDS	100-705305-000	37,007	37,000	24,500	84,750	84,750	24,500	80,750
STIPENDS	200-705305-000			1,200			1,200	
STIPENDS	400-705305-000	5,500	5,300	5,850	8,300	8,300	5,850	8,300
STIPENDS	500-705305-000	23,220	32,250	33,300	34,780	34,780	33,300	34,780
STIPENDS	600-705305-000	4,100	7,575	5,200	6,600	6,600	5,200	6,600
Sub-Total		85,786	107,130	128,719	189,240	189,240	128,719	184,960
Internal Expenses								
I/T SUPPLIES & MATERIALS	000-750001-000	394	75		100	100		100
I/T - PRINTING	000-750009-000	1,266			100	100		100
I/T RENT EXPENSE	000-755201-000	3,453	3,421		3,500	3,500		3,500
I/T UTILITIES EXPENSE	000-755210-000		1	1			1	
I/T DEPRECIATION ALLOCATION	000-755216-000			3,442			3,442	
INDIRECT COSTS	000-758300-000	14,958	14,662	14,662	14,503	14,503	14,462	14,503
INDIRECT COST ACCRUAL EXPENSE	000-758300-999	56	56	122			122	
Sub-Total		19,127	18,236	18,577	18,203	18,203	18,027	18,203
NET PROFIT OR (LOSS)			2	1			1	



ONEIDA PERSONNEL COMMISSION REGULAR MEETING

July 19, 2016 – NOON

East Wing Conference Room

Mission Statement: To develop an employment system that is orderly and fair and one that will benefit the individual worker and strengthen Tribal Programs and Tribal Government.

A. Call to Order: Attendance (12:00p.m.)

Yvonne Jordan, Chairwoman, called the meeting to order at 12:00p.m.

MOTION: Gary Smith motioned to approve the attendance, excusing Rochelle Powless and Eric Krawczyk.

SECOND: Bradley Graham seconded the motion.

MOTION CARRIED UNANIMOUSLY

Also in attendance: Glen Buencastro, Administrator, Bridget Cornelius, Executive Assistant, Attorney Robert Sweeney, Oneida Business Committee-Councilman, David Jordan, Bradley Graham's father.

B. Approval of Agenda (5 minutes)

Yvonne Jordan Chairwoman

Gary Smith Vice Chair

Sandy Dennett Member

Sharon Alvarez Treasurer

Carol Smith Member

Julie Clark Member

Pearl Webster Member

Bradley Graham Member

Tomas Escamea Member

EXCUSED:

Eric Krawczyk Member

Rochelle Powless Secretary

MOTION: Julie Clark motioned to approve the agenda, requesting to move to the end of the agenda F.1.(b)., and add F.1.(d) which is for Sandy Dennett, and that herself (Julie Clark) and Carol Smith be excused for the rest of the meeting after this topic is in discussion, with stipends to be paid for both herself and Carol Smith.

SECOND: Bradley Graham seconded the motion.

MOTION CARRIED UNANIMOUSLY

C. Review\Approval of Minutes:

MOTION: Bradley Graham motioned to approve the June 21, 2016, meeting minutes.

SECOND: Julie Clark

MOTION CARRIED UNANIMOUSLY

D. Tabled Business: NONEE. Old Business: No updates or discussion

ONEIDA PERSONNEL COMMISSION REGULAR MEETING
July 19, 2016 – NOON
East Wing Conference Room

F. New Business (3)

1. Scheduling Initial Reviews, Grievances, Reassignments and Housekeeping-(Gina Buenrostro 10 minutes)
 - a. 2nd Quarterly Report-request to revise or edit
 - b. Status of complaint with HRD, regarding the Fitness, Parks and Recreation Area Manager interviews
 - c. Attorney Sweeney's contract, FY 2017-2018-2019
 - d. Sandy Dennett

MOTION: Julie Clark motioned to go into executive session.

SECOND: Bradley Graham seconded the motion.

MOTION CARRIED UNANIMOUSLY **TIME:12:30PM**

MOTION: Bradley Graham motioned to come out of executive session.

SECOND: Tomas Escamez seconded the motion.

MOTION CARRIED UNANIMOUSLY **TIME:12:49PM**

MOTION: Bradley Graham to go into executive session.

SECOND: Pearl Webster seconded the motion.

MOTION CARRIED UNANIMOUSLY **TIME: 1:03PM**

MOTION: Sandy Dennett to come out of executive session.

MOTION CARRIED UNANIMOUSLY **TIME: 1:40PM**

MOTION: Sandy Dennett moves that the Oneida Personnel Commission keep their FY 2016 2nd Quarterly Report the same, no alterations or edits.

SECOND: Bradley Graham seconded the motion.

MOTION CARRIED UNANIMOUSLY

****Julie Clark and Carol Smith have excused themselves from all discussion****

(b.) Status of complaint with HRD, regarding the Fitness, Parks and Recreation Area Manager interviews

MOTION:Sandy Dennett moves that the Oneida Personnel Commission file a complaint on Geraldine Danforth, HRD Manager, pertaining to the handling of the Fitness, Parks and Recreation Area Manager pre-screen and hiring process, with the Oneida Business Committee no later than 4:30Pm on July 19, 2016.

SECOND: Bradley Graham

MOTION CARRIED UNANIMOUSLY

MOTION: Bradley Graham moves that Attorney Sweeney file a petition (injunction) with the Oneida Judiciary regarding the regarding the pre-screen and hiring process of the Fitness, Parks and Recreation Area Manager.

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

ONEIDA PERSONNEL COMMISSION REGULAR MEETING

July 19, 2016 – NOON

East Wing Conference Room

MOTION: Bradley Graham moves that the Oneida Personnel Commission schedule a “fact finding” hearing, regarding the pre-screen and hiring process of the Fitness, Parks and Recreation Area Manager, and that the Personnel Commission utilize “pro tem” judges, scheduled for August 12, 2016.

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

(c). Attorney Sweeney’s contract, FY 2017-2018-2019

MOTION: Bradley Graham moves that the Administrator process the 3 year contract for Attorney Sweeney and submit to the Oneida Business Committee.

SECOND: Sandy Bennett

MOTION CARRIED UNANIMOUSLY

2. Activity Report

MOTION: Pearl Webster moves to approve the activity report.

SECOND: Sharon Alvarez

MOTION CARRIED UNANIMOUSLY

3. Financial Report

MOTION: Bradley Graham moves to accept the financial Report.

SECOND: Gary Smith

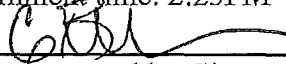
MOTION CARRIED UNANIMOUSLY

MOTION: Gary Smith moves to adjourn.

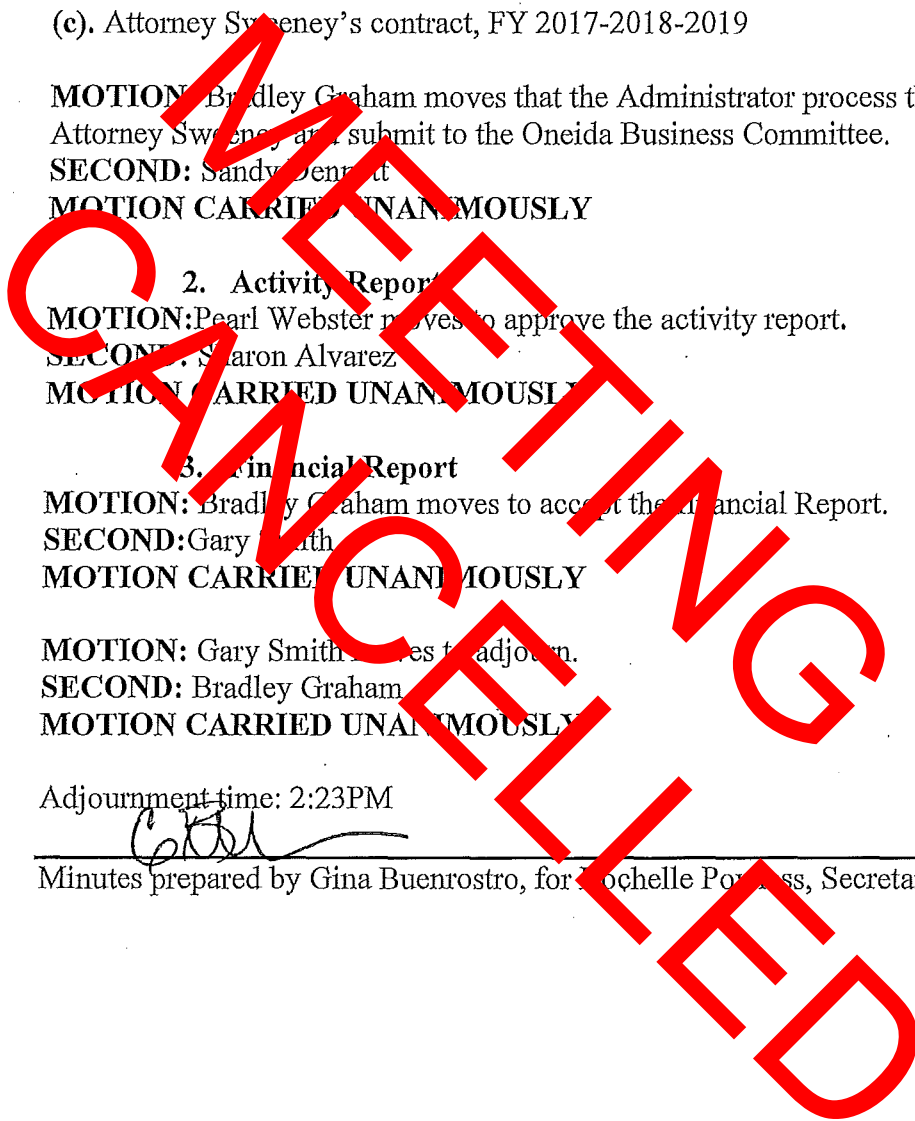
SECOND: Bradley Graham

MOTION CARRIED UNANIMOUSLY

Adjournment time: 2:23PM



Minutes prepared by Gina Buenrostro, for Rochelle Porcass, Secretary



ONEIDA PERSONNEL COMMISSION REGULAR MEETING

August 16, 2016 – NOON
East Wing Conference Room

Mission Statement: To develop an employment system that is orderly and fair and one that will benefit the individual worker and strengthen Tribal Programs and Tribal Government.

Secretary: Rochelle A. Powless (NOT PRESENT)

- A. Call to Order: Attendance (12:02p.m.) Gate Keeper: Yvonne Jordan, Chairwoman, called the meeting to order at 12:02p.m.

Yvonne Jordan	Chairwoman
Gary Smith	Vice-Chair
Sharon Alvarez	Treasurer
Carol Smith	Member
Tomas Escamea	Member
Bradley Graham	Member
Pearl Webster	Member

Also Present:

Gina Bucarostio	Administrator
Bridget Cornelius	Executive Assistant

EXCUSED:

Rochelle A. Powless Secretary

MOTION: Bradley Graham motioned to approve the attendance excusing Rochelle

SECOND: Sharon Alvarez seconded the motion.

MOTION CARRIED UNANIMOUSLY

- B. Approval of Agenda (5 minutes)

C.

MOTION: Bradley Graham motioned to approve the agenda with changes:

New Business – Add 1.c. FYI

SECOND: Carol Smith seconded the motion.

MOTION CARRIED UNANIMOUSLY

- C. Review\Approval of Minutes: July 19, 2016, OPC Regular Meeting
(Rochelle Powless 10 minutes)

MOTION: Bradley Graham motioned to approve the July 19, 2016, OPC Regular Meeting Minutes.

SECOND: Sharon Alvarez seconded the motion.

MOTION CARRIED UNANIMOUSLY

- D. Tabled Business (none)

ONEIDA PERSONNEL COMMISSION REGULAR MEETING

August 16, 2016 – NOON

East Wing Conference Room

E. Old Business (3)

1. Draft article for the Kahliwisaks (entire commission 10 minutes)

MOTION: Gary Smith motioned to accept update

SECOND: Tomas Escamea

MOTION CARRIED UNANIMOUSLY

2. Internal Audit Request-UPDATE

MOTION: Bradley Graham motioned to accept update

SECOND: Sharon Alvarez

MOTION CARRIED UNANIMOUSLY

3. Employment Law Draft 17-UPDATE

MOTION: Bradley Graham motioned that the Chair send a letter to the Oneida Business Committee to get on annual agenda for topic of Employment Law

SECOND: Carol Smith

MOTION CARRIED UNANIMOUSLY

*Put in as a Business Committee Agenda and send to the secretary, Motion passed with Carol Smith abstaining.

4. Status of Complaint regarding the Area Manager of Fitness, Parks and Recreation-Update (Entire Commission)

** Carol Smith is refused from all discussion on this topic**

MOTION: Sharon Alvarez motion to go into executive session

SECOND: Bradley Graham

TIME: 12:32PM

MOTION CARRIED UNANIMOUSLY

MOTION: Gary Smith motioned to come out of executive session

SECOND: Bradley Graham

TIME: 12:59PM

MOTION CARRIED UNANIMOUSLY

MOTION: Sharon Alvarez motioned to accept update

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

MOTION: Gary Smith motioned that HRD provide top candidates scores, names and results, and carbon copy the Oneida Business Committee

SECOND: Bradley Graham

OPPOSED: Carol Smith

MOTION CARRIED

MOTION: Bradley Graham motioned that the HRD send to the Oneida Personnel Commission the regular call log, and carbon copy the Oneida Business Committee

SECOND: Sharon Alvarez

OPPOSED: Carol Smith

MOTION CARRIED

ONEIDA PERSONNEL COMMISSION REGULAR MEETING
August 16, 2016 – NOON
East Wing Conference Room

F. New Business(4)

- 1. Scheduling Initial Reviews, Grievances, Reassignments and Housekeeping-(Gina Buenrostro 10 minutes)
 - a. Training Dates-NONE GIVEN

MOTION: Gary Smith motioned that there will be no further training until the Oneida Personnel gets new members

SECOND: Sharon Alvarez

MOTION CARRIED UNANIMOUSLY

- b. Bob Kolitsch, training issues

MOTION: Gary Smith motioned to table this item until the Oneida Personnel Commission gets more members

SECOND: Bradley Graham

MOTION CARRIED UNANIMOUSLY

2. Financial Report June 2016

MOTION: Carol Smith motioned to approve

SECOND: Gary Smith seconded the motion

MOTION CARRIED UNANIMOUSLY

3. Activity Report July 2016

MOTION: Gary Smith motioned to approve

SECOND: Bradley Graham

MOTION CARRIED UNANIMOUSLY

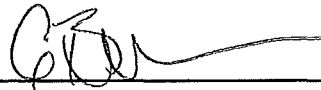
4. Training Log

No Action taken

MOTION: Carol Smith moved to adjourn at 1:46 PM.

SECOND: Bradley Graham

MOTION CARRIED UNANIMOUSLY



Minutes taken for the secretary by Gina Buenrostro

ONEIDA PERSONNEL COMMISSION REGULAR MEETING
 September 20, 2016 – NOON
 East Wing Conference Room

Mission Statement: To develop an employment system that is orderly and fair and one that will benefit the individual worker and strengthen Tribal Programs and Tribal Government.

Secretary: Rochelle A. Powless (NOT PRESENT)

- A. Call to Order: Attendance (12:01p.m.) Gate Keeper: Yvonne Jordan, Chairwoman, called the meeting to order at 12:01p.m.

Yvonne Jordan	Chairwoman
Gary Smith	Vice-Chair
Sharon Alvarez	Treasurer
Carol Smith	Member
Tomas Scamea	Member
Bradley Graham	Member
Pearl Webster	Member
Eric Jurewicz	Member
Jennifer H	Member
Leland Wigg-Naham	Member

Also Present:

Gina Buenrostro	Administrator
Bridget Cornelius	Executive Assistant
Robert Sweeney	Attorney

EXCUSED:

Rochelle A. Powless	Secretary
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MOTION: Pearl Webster motioned to approve the attendance excusing Rochelle

SECOND: Bradley Graham seconded the motion.

MOTION CARRIED UNANIMOUSLY

- B. Approval of Agenda (5 minutes)

MOTION: Bradley Graham motioned to approve the agenda with changes:
New Business – Add 1.c. FYI

SECOND: Gary Smith seconded the motion.

MOTION CARRIED UNANIMOUSLY

- C. Review\Approval of Minutes: August 16, 2016, OPC Regular Meeting
(Rochelle Powless 10 minutes)

MOTION: Gary Smith motioned to approve the August 16, 2016, OPC Regular Meeting Minutes, with corrections.

SECOND: Bradley Graham seconded the motion.

ONEIDA PERSONNEL COMMISSION REGULAR MEETING
September 20, 2016 – NOON
East Wing Conference Room

MOTION CARRIED UNANIMOUSLY

D. Tabled Business (none)

E. Old Business (4)

- 1. Draft article for the Kahliwisaks (entire commission 10 minutes)

MOTION: Sharon Alvarez motioned to accept update

SECOND: Pearl Webster

MOTION CARRIED UNANIMOUSLY

- 2. Internal Audit Request-UPDATE

No Update

- 3. Employment Law Draft 17-UPDATE

No Update

- 4. Status of Complaint regarding the Area Manager of Fitness, Parks and Recreation-Update-(Entire Commission)*Carol Smith recused herself from discussion***

MOTION: Bradley Graham moved to go into executive session

SECOND: Tom Esamea

TIME: 12:17PM

MOTION CARRIED UNANIMOUSLY

MOTION: Bradley Graham moved to come out of executive session

SECOND: Sharon Alvarez

TIME: 1:35PM

MOTION CARRIED UNANIMOUSLY

MOTION: Bradley Graham moved to send a letter to the Tribal Secretary's office to request a receipt for the acceptance of the complaint, and to inquire who from the Oneida Business Committee is handling the complaint regarding the Area Manager of Fitness, Parks and Recreation interviews and prescreening concerns and issues

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

F. New Business(4)

- 1. Scheduling Initial Reviews, Grievances, Reassignments and Housekeeping-(Gina Buenrostro 10 minutes)

MOTION: Sharon Alvarez motioned to go into executive session

SECOND: Pearl Webster Time: 12:37PM

MOTION CARRIED UNANIMOUSLY

MOTION: Gary Smith motioned to come out of executive session

SECOND: Sharon Alvarez Time: 12:48PM

MOTION CARRIED UNANIMOUSLY

ONEIDA PERSONNEL COMMISSION REGULAR MEETING

September 20, 2016 – NOON

East Wing Conference Room

a. Contract for Robert Sweeney

MOTION: Bradley Graham moved to approve the 3 year contract w/changes

SECOND: Gary Smith

MOTION CARRIED

b. Hearing Process

MOTION: Bradley Graham moved to go into executive session

SECOND: Gary Smith Time: 12:50PM

MOTION CARRIED UNANIMOUSLY

MOTION: Bradley Graham moved to come out of executive session

SECOND: Gary Smith Time: 1:30PM

MOTION CARRIED UNANIMOUSLY

c. 3rd Quarterly Report

MOTION: Bradley Graham moved to approve report

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

d. By-laws

No Action. By-laws will be on the next agenda, the redline version

e. Training Waiver-Eric

MOTION: Gary Smith moved to waive the training for "New Commissioners" for

Eric Krawczyk

SECOND: Sharon Alvarez

ABSTAIN: Eric Krawczyk and Bradley Graham

MOTION CARRIED

2. Financial Report July 2016

MOTION: Pearl Webster motioned to approve

SECOND: Bradley Graham seconded the motion.

MOTION CARRIED UNANIMOUSLY

3. Activity Report August 2016

MOTION: Bradley Graham motions to approve

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

4. Training Log

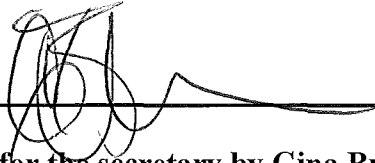
No Action taken

MOTION: Bradley Graham moved to adjourn at 1:52 PM.

SECOND: Gary Smith

MOTION CARRIED UNANIMOUSLY

ONEIDA PERSONNEL COMMISSION REGULAR MEETING
September 20, 2016 – NOON
East Wing Conference Room

A handwritten signature in black ink, appearing to be 'Gina Buenrostro', is written over a horizontal line.

Minutes taken for the secretary by Gina Buenrostro

CANCELLED

XII. GENERAL TRIBAL COUNCIL

- A. Review Fletcher, PLLC legal analysis of June 13, 2016, General Tribal Council meeting regarding per capita and determine next steps**
Sponsor: Larry Barton, Chief Financial Officer
- B. Schedule special General Tribal Council meeting, as directed by General Tribal Council, on February 20, 2017; and approve draft agenda**
Sponsor: Lisa Summers, Tribal Secretary
- C. Schedule special General Tribal Council meeting, as directed by General Tribal Council, on February 20, 2017 and approve meeting materials**
Sponsor: Lisa Summers, Tribal Secretary
- D. Petitioner Edwina Delgado Oneida panel of educators and retention of kindergarten students**
 - 1. Accept legislative analysis progress report**
Sponsor: Brandon Stevens, Councilman/Legislative Operating Committee Chair
 - 2. Accept legal analysis progress report**
Sponsor: Jo Anne House, Chief Counsel
 - 3. Accept financial analysis progress report**
Sponsor: Larry Barton, Chief Financial Officer
- E. Accept verified petition submitted by Sherrice Benton regarding request to change pre-employment drug testing for marijuana; and request appropriate analyses**
Sponsor: Lisa Summers, Tribal Secretary
- F. Enter E-Poll results into the record in accordance with B.C. SOP Conducting Electronic Voting:**
Sponsor: Lisa Summers, Tribal Secretary
 - 1. Approved draft agenda; and to schedule a special General Tribal Council meeting on Sunday, March 19, 2016 at 1:00 p.m.**
Requestor: Lisa Summers, Tribal Secretary
- G. Assign committee members to work on the General Tribal Council directive regarding establishment of legal office with advocates and advising attorney for Oneida Nation employees and enrolled Tribal Members**
Sponsor: Melinda J. Danforth, Tribal Vice-Chairwoman
- H. Accept report regarding remaining agenda items for the record**
Sponsor: Lisa Summers, Tribal Secretary

These agenda items contain information for Tribal Members only. Please visit the Business Committee Support Office on the second floor of the Norbert Hill Center with Tribal I.D. to obtain full packet materials. Materials may also be obtained after logging into the Tribal Members only portal at <https://oneida-nsn.gov/members-only/gtc-portal/bc-meeting-materials-for-members-only/>

For any questions, please call the Business Committee Support Office at (920)869-4364 or send an email to TribalSecretary@oneidanation.org. Thank you.