

# Oneida Business Committee



Executive Session  
8:30 a.m. Tuesday, May 22, 2018  
Executive Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting  
8:30 a.m. Wednesday, May 23, 2018  
BC Conference Room, 2nd floor, Norbert Hill Center

## Agenda

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

### I. CALL TO ORDER AND ROLL CALL

### II. OPENING

### III. ADOPT THE AGENDA

### IV. OATHS OF OFFICE *(No Requested Action)*

### V. MINUTES

#### A. Approve May 4, 2018, special meeting minutes

Sponsor: Lisa Summers, Secretary

#### B. Approve May 9, 2018, regular meeting minutes

Sponsor: Lisa Summers, Secretary

### VI. RESOLUTIONS

#### A. Adopt resolution entitled Adoption of the Community Development Planning Committee Charter

Sponsor: Ernie Stevens III, Councilman

### VII. STANDING COMMITTEES

#### A. COMMUNITY DEVELOPMENT PLANNING COMMITTEE

Chair: Ernie Stevens III, Councilman

1. Accept April 5, 2018, Community Development Planning Committee meeting minutes

2. Set aside \$50,000 per year FY-2019 through FY-2023 – 200 Year Celebration

**B. FINANCE COMMITTEE**

Chair: Trish King, Treasurer

1. **Approve May 14, 2018, Finance Committee meeting minutes**

**C. LEGISLATIVE OPERATING COMMITTEE**

Chair: David P. Jordan, Councilman

1. **Accept May 2, 2018, Legislative Operating Committee meeting minutes**
2. **Approve Personnel Selection Committee by-laws**

**D. QUALITY OF LIFE COMMITTEE**

Chair: Brandon Stevens, Vice-Chairman

1. **Accept April 12, 2018, Quality of Life meeting minutes**

**VIII. APPOINTMENTS**

- A. Appoint Debra Danforth to Oneida Trust Enrollment Committee for remainder of term ending August 26, 2018**

Sponsor: Kirby Metoxen, Councilman

- B. Appoint two (2) applicants to Anna John Resident Centered Care Community Board for term ending July 31, 2019**

Sponsor: Tehassi Hill, Chairman

- C. Appoint four (4) applicants to Oneida Environmental Resource Board – two (2) for term ending September 30, 2019 and two (2) for terms ending September 30, 2021**

Sponsor: Tehassi Hill, Chairman

- D. Appoint one (1) applicant to Oneida Pow-wow Committee**

Sponsor: Tehassi Hill, Chairman

**IX. TABLED BUSINESS *(No Requested Action)*****X. UNFINISHED BUSINESS *(No Requested Action)*****XI. NEW BUSINESS**

- A. Approve four (4) actions re GTC Legal Resource Center – Staffing and Attorney**

Sponsor: Wesley Martin Jr., Advocate/GTC Legal Resource Center; Tsyoslake House JD., Advocate/GTC Legal Resource Center

- B. Review request regarding FY-2019 Trade Back for Cash**

Sponsor: Geraldine Danforth, Area Manager/Human Resources Department

- C. Approve wage/compensation guidelines for FY-2019 – FY-2022 budget development**

Sponsor: Trish King, Treasurer

**XII. TRAVEL****A. TRAVEL REPORTS**

1. Approved travel report – Councilman Daniel Guzman King – 1st Annual Anishinaabe Hemp Conference – Callaway, MN – February 28-March 2, 2018
2. Approve travel report – Councilman Daniel Guzman King – 1st Annual Hemp Expo – Milwaukee, WI – March 9-10, 2018
3. Approve travel report – Councilman Daniel Guzman King – U.S.E.P.A. Region 5 Tribal Operations Committee Meeting – New Buffalo, MI – April 24-26, 2018
4. Approve travel report – Councilman David P. Jordan – 36th NAFOA Annual Conference – New Orleans, LA – April 22-25, 2018
5. Approve travel report – Councilman Daniel Guzman King – 2018 Tribal Environmental Program Management Conference – Chicago, IL – March 19-22, 2018

**B. TRAVEL REQUESTS**

1. Approve travel request – Councilman Daniel Guzman King – Oneida Language Conference – Oneidatown, ON, Canada – June 3-6, 2018
2. Approve use of OBC Special Projects funds – Three (3) Language Department staff – Oneida Language Conference – Southwold, ON, Canada – June 3-6, 2018
3. Approve use of OBC Special Projects funds and approve travel request in accordance with § 219.16-1 Oneida Travel and Expense Policy – Ten (10) Individuals – Oneida Language Conference – Southwold, ON, Canada – June 3-6, 2018
4. Approve travel request in accordance with § 219.16-1 Oneida Travel and Expense Policy – Five (5) Compliance Department staff – Forest County Potawatomi Gaming Commission Conference – Milwaukee, WI – June 11-12, 2018

**XIII. OPERATIONAL REPORTS (*No Requested Action*)****XIV. GENERAL TRIBAL COUNCIL (*To obtain a copy of Members Only materials, visit the BC Support Office, 2nd floor, Norbert Hill Center and present Tribal I.D. card or go to <https://goo.gl/uLp2jE>*)****A. Petitioner Gladys Dallas – \$5,000 Per Capita payment**

1. **Accept 45-day status update**  
Sponsor: David P. Jordan, Councilman

**B. Petitioner Yvonne Metivier – FY-2019 Wage Increase****1. Accept legislative analysis**

Sponsor: David P. Jordan, Councilman

**C. Approve 2018 Semi-annual report materials**

Sponsor: Lisa Summers, Secretary

**D. Schedule 2<sup>nd</sup> reconvened March 19, 2018, special GTC meeting and approve notice**

Sponsor: Lisa Summers, Secretary

**E. Approve four (4) actions re Petitioner Gina Powless – Oneida Personnel Commission Dissolution**

Sponsor: Lisa Summers, Secretary

**F. Schedule special GTC meeting on Monday, September 24, 2018**

Sponsor: Trish King, Treasurer

**XV. EXECUTIVE SESSION (Scheduled times are subject to change)****A. REPORTS**

- 1. Accept Bay Bancorporation, Inc. FY-2018 2<sup>nd</sup> quarter executive report** – Jeff Bowman, President/Bay Bank *(8:30 a.m.)*
- 2. Accept Oneida ESC Group, LLC FY-2018 2<sup>nd</sup> quarter executive report** – Jacquelyn Zalim, Chair/OESC Board of Managers *(9:00 a.m.)*
- 3. Defer Oneida Seven Generation Corporation FY-2018 2<sup>nd</sup> quarter executive report** – Pete King III, Agent/OSGC *(9:30 a.m.)*
- 4. Accept Oneida Airport Hotel Corporation FY-2018 2<sup>nd</sup> quarter executive report** – Robert Barton, President/OAHC *(10:15 a.m.)*
- 5. Accept Oneida Golf Enterprise Corporation FY-2018 2<sup>nd</sup> quarter executive report** – Josh Doxtator, Chief Operational Officer/OGEC *(10:45 a.m.)*
- 6. Accept Gaming General Manager report** – Louise Cornelius, General Manager/Gaming *(4:00 p.m.)*
- 7. Accept Intergovernmental Affairs and Communications May 2018 report** – Nate King, Director/Legislative Affairs
- 8. Accept Chief Counsel report** – Jo Anne House, Chief Counsel

**B. STANDING ITEMS****1. LAND CLAIMS STRATEGY****a) Accept action plan update regarding original records**

Sponsor: Lisa Summers, Secretary

*EXCERPT FROM MAY 9, 2018: (1) Motion by David P. Jordan to accept the verbal update as information, seconded by Jennifer Webster. Motion carried unanimously. (2) Motion by Trish King to defer action plan regarding original records to May 23, 2018, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously.*

*EXCERPT FROM APRIL 25, 2018: Motion by David P. Jordan to defer the action plan regarding original records to the May 9, 2018, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.*

*EXCERPT FROM MARCH 14, 2018: Motion by Jennifer Webster to accept the Land Claims update and the recommendations #1 through #5 included in the update noting that discussion and consideration of item #1.a. be included in the action plan, seconded by Trish King. Motion carried unanimously.*

**2. ONEIDA GOLF ENTERPRISE CORPORATION – LADIES PROFESSIONAL GOLF ASSOCIATION****a) Accept Thornberry Creek LPGA Classic May 2018 report (2:00 p.m.)**

Liaison: Trish King, Treasurer

Submitted by: Josh Doxtator, Chief Operational Officer/OGEC

**3. LAND MORTGAGE FUNDS (No Requested Action)****C. AUDIT COMMITTEE**

Chair: David P. Jordan, Councilman

**1. Accept Audit Committee FY-2018 2<sup>nd</sup> quarter report (11:15 a.m.)****2. Accept March 15, 2018, Audit Committee meeting minutes****3. Accept final Higher Education Department performance assurance audit and lift confidentiality requirement****4. Accept final Human Resource Department performance assurance audit and lift confidentiality requirement****5. Accept final Oneida Elder Services performance assurance audit and lift confidentiality requirement****6. Accept final Oneida Election Board performance assurance audit and lift confidentiality requirement****7. Accept Three Card Poker rules of play compliance audit and lift confidentiality requirement****D. TABLED BUSINESS (No Requested Action)**

**E. UNFINISHED BUSINESS (No Requested Action)****1. Review Going Long Investor Deck and additional due diligence (3:00 p.m.)**

Sponsor: Troy Parr, Division Director/Community & Economic Development

*EXCERPT FROM MAY 9, 2018: Motion by Jennifer Webster to direct the Community and Economic Development Division Director to complete additional due diligence and bring a recommendation to the May 23, 2018, regular Business Committee meeting, seconded by David P. Jordan. Motion carried unanimously.*

**2. Defer closeout report regarding complaint 2017-DR11-02**

Sponsor: Brandon Stevens, Vice-Chairman; Jennifer Webster, Councilwoman

*EXCERPT FROM APRIL 25, 2018: Motion by David P. Jordan to defer the close-out report regarding complaint # 2017-DR11-01 to the May 23, 2018, regular Business Committee meeting, seconded by Kirby Metoxen. Motion carried unanimously.*

*EXCERPT FROM MARCH 14, 2018: Motion by Kirby Metoxen to defer the close-out report regarding complaint # 2017-DR11-01 until the April 25, 2018, regular Oneida Business Committee meeting, seconded by David Jordan. Motion carried unanimously.*

*EXCERPT FROM DECEMBER 27, 2017: Motion by Kirby Metoxen to defer the follow-up or close-out report regarding Complaint # 2017-DR11-01 for thirty (30) days, seconded by Ernie Stevens III. Motion carried unanimously.*

*EXCERPT FROM NOVEMBER 30, 2017: Motion by Lisa Summers to defer the follow-up regarding complaint # 2017-DR11-01 for thirty (30) days, seconded by Jennifer Webster. Motion carried unanimously.*

*EXCERPT FROM SEPTEMBER 13, 2017: Motion by Lisa Summers to defer the follow-up regarding complaint # 2017-DR11-01 for thirty (30) days, seconded by Trish King. Motion carried unanimously.*

*EXCERPT FROM AUGUST 9, 2017: Motion by David Jordan to assign OBC members Brandon Stevens and Jennifer Webster for follow-up; and for this item to be brought to the September 13, 2017, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.*

*EXCERPT FROM JULY 27, 2017: (Reconvened from July 26, 2017) Motion by Jennifer Webster to direct Vice-Chairwoman Melinda J. Danforth to complete the follow-up on behalf of the OBC Officers; and to direct that the report from Comprehensive Health be due at the August 9, 2017, regular Business Committee meeting, seconded by David Jordan. Motion carried unanimously.*

*EXCERPT FROM JULY 12, 2017: Motion by Motion by Jennifer Webster to defer this item to the Oneida Business Committee Officers for follow up with the Comprehensive Health Operations Division Director; and for a report to be brought back to the July 26, 2017, regular Business Committee meeting, seconded by Fawn Billie. Motion carried unanimously.*

**3. Accept 45-day update regarding complaint 2018-DR09-01**

Sponsor: Tehassi Hill, Chairman; Trish King, Treasurer; Kirby Metoxen, Councilman

*EXCERPT FROM MARCH 28, 2018: Motion by David P. Jordan to assign to Chairman Tehassi Hill, Treasurer Trish King, and Councilman Kirby Metoxen to investigate complaint # 2018-DR09-01, seconded by Jennifer Webster. Motion carried with one abstention.*

*EXCERPT FROM MARCH 14, 2018: (1) Motion by David P. Jordan to defer complaint # 2018-DR09-01 to the March [28], 2018, Oneida Business Committee meeting, seconded by Ernie Stevens III. Motion carried unanimously. (2) Motion by Jennifer Webster to direct Finance to come back to the March 28, 2018, Oneida Business Committee meeting with a report on the "Land Mortgage" funds to include the current authorities and a recommended remedy, seconded by Kirby Metoxen. Motion carried unanimously.*

**F. NEW BUSINESS**

1. **Approve limited waiver of sovereign immunity – Baker Tilly Virchow Krause, LLP engagement letter – file # 2018-0546**  
Sponsor: Larry Barton, Chief Financial Officer
2. **Review complaint # 2018-DR11-02 (1:30 p.m.)**  
Sponsor: Lisa Summers, Secretary
3. **Approve OBC SOP entitled Standards for Restricting Access for an Employee on Leave or Separation of Employment**  
Sponsor: Tehassi Hill, Chairman; Brandon Stevens, Vice-Chairman; Lisa Summers, Secretary; and Trish King, Treasurer
4. **Review Husch Blackwell LLP presentation regarding Oneida Seven Generations Corporation**  
Sponsor: Lisa Summers, Secretary
5. **Approve two (2) requests regarding doctoral dissertation – Diane House, Ph.D. Candidate – “Knowledge-Transfer and Transformative Learning in the Lifecycle of Tribal Strategic Alliances: A Multiple Case Study”**  
Sponsor: Ernie Stevens III, Councilman
6. **Review applications for two (2) vacancies – Anna John Resident Centered Care Community Board**  
Sponsor: Tehassi Hill, Chairman
7. **Review applications for four (4) vacancies – Oneida Environmental Resource Board**  
Sponsor: Tehassi Hill, Chairman
8. **Review applications for one (1) vacancy – Oneida Pow-wow Committee**  
Sponsor: Tehassi Hill, Chairman
9. **Approve staff attorney contract**  
Sponsor: Jo Anne House, Chief Counsel
10. **Accept FY-2018 3<sup>rd</sup> quarter Long-term Incentive Matrix – OBC Direct Reports**  
Sponsor: Tehassi Hill, Chairman; Brandon Stevens, Vice-Chairman; Lisa Summers, Secretary; and Trish King, Treasurer

**XVI. ADJOURN**

Posted on the Oneida Nation's official website, [www.oneida-nsn.gov](http://www.oneida-nsn.gov), at 4:30 p.m., Friday, May 18, 2018, pursuant to the Open Records and Open Meetings law (§ 107.14.)

The meeting packet of the open session materials for this meeting is available by going to the Oneida Nation's official website at: <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: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve May 4 2018, special Business Committee meeting minutes

**3. Supporting Materials**

Report  Resolution  Contract

Other:

1. <input type="text" value="5/4/18 special BC meeting minutes DRAFT"/>	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: Submitted by: Lisa Liggins, 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**  
**10:00 a.m., Friday, May 4, 2018**  
**BC Conference Room, 2<sup>nd</sup> floor, Norbert Hill Center**

**Minutes****SPECIAL MEETING**

**Present:** Chairman Tehassi Hill, Vice-Chairman Brandon Stevens, Secretary Lisa Summers, Treasurer Trish King, Councilmembers: David P. Jordan, Kirby Metoxen, Jennifer Webster;

**Not Present:** Councilmembers: Daniel Guzman King, Ernie Stevens III;

**Arrived at:** n/a

**Others present:** Jo Anne House, Lisa Liggins, Larry Barton, Cathy Bachhuber, Bonnie Pigman;

**I. CALL TO ORDER AND ROLL CALL** by Chairman Tehassi Hill at 10:04 a.m.

For the record: Councilman Daniel Guzman King is on approved travel to the Region 5 HHS Tribal Consolation in Hinkley, MN. Councilman Ernie Stevens III is on a personal day.

**II. OPENING** by Chairman Tehassi Hill**III. ADOPT THE AGENDA (00:03:38)**

Motion by Lisa Summers to adopt the agenda, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Kirby Metoxen, Brandon Stevens, Lisa Summers, Jennifer Webster

Not Present: Daniel Guzman King, Ernie Stevens III

# DRAFT

## IV. GENERAL TRIBAL COUNCIL

### A. Approve June 18, 2018, special GTC meeting materials (00:03:56)

Sponsor: Lisa Summers, Secretary

Motion by Lisa Summers to accept the legal analysis regarding the Treatment Clinic petition, seconded by Kirby Metoxen. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Kirby Metoxen, Brandon Stevens, Lisa Summers, Jennifer Webster

Not Present: Daniel Guzman King, Ernie Stevens III

Motion by Lisa Summers to accept the financial analysis regarding the Treatment Clinic petition, seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Kirby Metoxen, Brandon Stevens, Lisa Summers, Jennifer Webster

Not Present: Daniel Guzman King, Ernie Stevens III

Motion by Jennifer Webster to approve the June 18, 2018, special GTC meeting materials with the noted changes [Page 12, under "3." line 6: correct "to Constitution" to "the Constitution" ; include the Sustain Oneida Initial Memorandum before Page 15], seconded by Lisa Summers. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Kirby Metoxen, Brandon Stevens, Lisa Summers, Jennifer Webster

Not Present: Daniel Guzman King, Ernie Stevens III

## V. ADJOURN (00:11:07)

Motion by David Jordan to adjourn at 10:15 a.m., seconded by Kirby Metoxen. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Kirby Metoxen, Brandon Stevens, Lisa Summers, Jennifer Webster

Not Present: Daniel Guzman King, Ernie Stevens III

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve May 9 2018, regular Business Committee meeting minutes

**3. Supporting Materials**

Report  Resolution  Contract

Other:

1. <input type="text" value="5/9/18 regular BC meeting minutes DRAFT"/>	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: Submitted by: Lisa Liggins, 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**  
**8:30 a.m. Tuesday, May 8, 2018**  
**Executive Conference Room, 2nd floor, Norbert Hill Center**

**Regular Meeting**  
**8:30 a.m. Wednesday, May 9, 2018**  
**BC Conference Room, 2nd floor, Norbert Hill Center**

**Minutes****EXECUTIVE SESSION**

**Present:** Vice-Chairman Brandon Stevens, Secretary Lisa Summers, Treasurer Trish King, Council members: David P. Jordan, Ernie Stevens III, Jennifer Webster;

**Not Present:** n/a

**Arrived at:** Chairman Tehassi Hill at 1:30 p.m., Council members: Daniel Guzman King at 8:33 a.m., Kirby Metoxen at 11:20 a.m.;

**Others present:** Jo Anne House, Larry Barton, Lisa Liggins, Laura Laitinen-Warren, Jessica Wallenfang, Jacque Boyle, Larry Barton, Pat Pelky, Dana McLester, Geraldine Danforth, Michele Doxtator, Josh Doxtator, Troy Parr;

**REGULAR MEETING**

**Present:** Chairman Tehassi Hill, Secretary Lisa Summers, Treasurer Trish King, Council members: David P. Jordan, Ernie Stevens III, Jennifer Webster;

**Not Present:** Vice-Chairman Brandon Stevens;

**Arrived at:** Council members: Daniel Guzman King and Kirby Metoxen at 1:31 p.m.;

**Others present:** Jo Anne House, Larry Barton, Lisa Liggins, Jeff House, Matt Kunstmann, Wilbert Rentmeester, Jackie Zalim, John Breuning, Clorissa Santiago, Robert Collins, Kris Hill, Nicole Rommel, Shannon Metoxen, Christopher Johnson, C.L. Metoxen, Bonnie Pigman, Nancy Barton, Mike Debraska (via Polycom), Jessica Wallenfang, Jen Falck, Rhiannon Metoxen, Rosa Laster, Jeff Mears, Brickman House, Dana McLester, Geraldine Danforth, Josh Cottrell, Nic Reynolds, Matt J. Denny, Michele Doxtator;

**I. CALL TO ORDER AND ROLL CALL** by Chairman Tehassi Hill at 8:31 a.m.

For the record:

Vice-Chairman Brandon Stevens is on approved travel to provide testimony at the US House of Representatives Committee on Appropriations hearing on Interior, Environment, and Related Agencies in Washington D.C.

Councilman Daniel Guzman King is at a WI Department of Health Services Tribal Consultation this morning.

Councilman Kirby Metoxen is at a Native American Tourism of Wisconsin Board meeting this morning.

**DRAFT****II. OPENING** by Chairman Tehassi Hill**A. Presentation of \$2,000,000 distribution to the Oneida Nation by Oneida ESC Group, LLC**

Sponsor: Lisa Summers, Secretary, and Ernie Stevens III, Councilman

*Oneida ESC Group, LLC (OESC) and Oneida Engineering Solutions (OES) representatives Jeff House, OESC President/CEO; Wilbert Rentmeester, OESC Vice-President of Quality Control and Risk Management; Matt Kunstman, OES General Manager; Jackie Zalim, Chairwoman/OESC Board of Managers; and John Breuninger, Member/OESC Board of Managers; present a check for distribution of profits in the amount of \$2,000,000 to the Oneida Nation.*

**III. ADOPT THE AGENDA (00:09:48)**

Motion by Lisa Summers to adopt the agenda, seconded by Jennifer Webster. Motion carried unanimously:

Ayes:	David P. Jordan, Trish King, Ernie Stevens III, Lisa Summers, Jennifer Webster
Not Present:	Daniel Guzman King, Kirby Metoxen, Brandon Stevens

**IV. OATHS OF OFFICE** administered by Secretary Summers **(00:10:06)****A. Oneida Nation School Board** – Shannon Metoxen

*Secretary Lisa Summers departs at 8:43 a.m.*

**V. MINUTES****A. Approve corrected April 11, 2018, regular meeting minutes (00:12:02)**

Sponsor: Lisa Summers, Secretary

Motion by Jennifer Webster to approve the corrected April 11, 2018, regular meeting minutes, seconded by Ernie Stevens III. Motion carried with one abstention:

Ayes:	Trish King, Ernie Stevens III, Jennifer Webster
Abstained:	David P. Jordan
Not Present:	Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**B. Approve April 25, 2018, regular meeting minutes (00:12:31)**

Sponsor: Lisa Summers, Secretary

Motion by David P. Jordan to approve the April 25, 2018, regular meeting minutes, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes:	David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster
Not Present:	Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT****VI. RESOLUTIONS****A. Adopt resolution entitled Real Property Law Amendments (00:12:51)**

Sponsor: David P. Jordan, Councilman

Motion by David P. Jordan to adopt resolution 05-09-18-A Real Property Law Amendments, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**VII. STANDING COMMITTEES****A. COMMUNITY DEVELOPMENT PLANNING COMMITTEE (No Requested Action)****B. FINANCE COMMITTEE**

Chair: Trish King, Treasurer

**1. Approve April 30, 2018, Finance Committee meeting minutes (00:16:33)**

Motion by Jennifer Webster to approve the April 30, 2018, Finance Committee meeting minutes, seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**C. LEGISLATIVE OPERATING COMMITTEE**

Chair: David P. Jordan, Councilman

**1. Accept April 18, 2018, Legislative Operating Committee meeting minutes (00:17:04)**

Motion by David P. Jordan to accept the April 18, 2018, Legislative Operating Committee meeting minutes, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**2. Adopt Leasing law emergency rule # 1 – Residential Leasing (00:18:14)**

Motion by David P. Jordan to adopt the Leasing law emergency rule # 1 – Residential Leasing, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**D. QUALITY OF LIFE COMMITTEE (No Requested Action)****VIII. APPOINTMENTS****A. Appoint three (3) applicants to Southeastern Oneida Tribal Services Advisory Board (00:21:10)**

Sponsor: Tehassi Hill, Chairman

Motion by David P. Jordan to accept the recommendation from the Chairman and appoint Michael Coleman, Arthur Elm III, and Tracie Sparks to the Southeastern Oneida Tribal Services Advisory Board, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT****IX. TABLED BUSINESS (No Requested Action)****X. UNFINISHED BUSINESS (No Requested Action)****XI. NEW BUSINESS****A. Approve Capital Improvement Process (CIP) concept paper – Cultural Heritage Site Restrooms – CIP # 16-001 (00:22:17)**

Sponsor: Troy Parr, Division Director/Community and Economic Development

Motion by Jennifer Webster to approve the Capital Improvement Process (CIP) concept paper – Cultural Heritage Site Restrooms – CIP # 16-001, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**XII. TRAVEL****A. TRAVEL REPORTS (No Requested Action)****B. TRAVEL REQUESTS****1. Approve travel request – Councilman Kirby Metoxen – 2018 Native American Tourism of Wisconsin (NATOW) Conference – Hayward, WI – June 10-13, 2018 (00:38:09)**

Motion by Jennifer Webster to approve the travel request for Councilman Kirby Metoxen to attend the 2018 Native American Tourism of Wisconsin (NATOW) Conference – Hayward, WI – June 10-13, 2018, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**2. Approve travel request in accordance with § 219.16-1 Oneida Travel and Expense Policy – Four (4) Individuals from each area: Comprehensive Housing Division; Environmental, Health, Safety & Land Division; Oneida Land Commission – 2018 Partners in Action Conference – Milwaukee, WI – July 17-19, 2018 (00:39:24)**

Motion by Jennifer Webster to approve the travel request in accordance with § 219.16-1 of the Oneida Travel and Expense Policy for four (4) individuals from each area [Comprehensive Housing Division; Environmental, Health, Safety & Land Division; Oneida Land Commission] to attend the 2018 Partners in Action Conference – Milwaukee, WI – July 17-19, 2018, seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**(01:30:00)**

Motion by Ernie Stevens III to recess at 10:13 a.m. and to reconvene at 1:30 p.m., seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT**

Called to order by Chairman Tehassi Hill at 1:31 p.m.

Roll call for the record:

Present: Chairman Tehassi Hill, Secretary Lisa Summers, Treasurer Trish King, Council members: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Ernie Stevens III, Jennifer Webster;

**XIII. OPERATIONAL REPORTS****A. Accept Public Works Division FY-2018 2<sup>nd</sup> quarter report (01:30:56)**

Sponsor: Jacque Boyle, Division Director/Public Works

*EXCERPT FROM APRIL 25, 2018: Motion by Brandon Stevens to defer the Public Works Division FY-2018 2<sup>nd</sup> quarter report to the May 9, 2018, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.*

Motion by Jennifer Webster to accept the Public Works Division FY-2018 2<sup>nd</sup> quarter report, seconded by Lisa Summers. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster

Not Present: Brandon Stevens

Secretary Lisa Summers departs at 2:13 p.m.

**B. Accept Environmental, Health, Safety & Land Division FY-2018 2<sup>nd</sup> quarter report (01:55:15)**

Sponsor: Pat Pelky, Division Director/ Environmental, Health, Safety & Land

Motion by Lisa Summers to accept the Environmental, Health, Safety & Land Division FY-2018 2<sup>nd</sup> quarter report, seconded by Trish King. Motion carried unanimously<sup>1</sup>:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Jennifer Webster

Not Present: Brandon Stevens, Lisa Summers

Secretary Lisa Summers returns at 2:16 p.m.

Councilman Kirby Metoxen departs at 2:23 p.m.

**C. Accept Comprehensive Housing Division FY-2018 2<sup>nd</sup> quarter report (02:15:18)**

Sponsor: Dana McLester, Division Director/Comprehensive Housing

Motion by David P. Jordan to accept the Comprehensive Housing Division FY-2018 2<sup>nd</sup> quarter report, seconded by Lisa Summers. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Ernie Stevens III, Lisa Summers, Jennifer Webster

Not Present: Kirby Metoxen, Brandon Stevens

Councilman Ernie Stevens III departs at 2:28 p.m.

Motion by Lisa Summers to recess at 2:29 p.m. and to reconvene at 2:45 p.m., seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Lisa Summers, Jennifer Webster

Not Present: Kirby Metoxen, Brandon Stevens, Ernie Stevens III

<sup>1</sup> The motion made by Secretary Lisa Summers was voted while she was not present.



**DRAFT**

Called to order by Chairman Tehassi Hill at 2:43 p.m.

Roll call for the record:

Present: Chairman Tehassi Hill, Secretary Lisa Summers, Treasurer Trish King, Council members: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Ernie Stevens III, Jennifer Webster;

**D. Accept Human Resources Department FY-2018 2<sup>nd</sup> quarter report (02:27:35)**

Sponsor: Geraldine Danforth, Area Manager/Human Resources Department

Motion by Lisa Summers to extend the time limitation for Nancy Barton an additional three (3) minutes, seconded by David P. Jordan. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster

Not Present: Brandon Stevens

Motion by Lisa Summers to accept the Human Resources Department FY-2018 2<sup>nd</sup> quarter report noting a corrected report will be submitted for the record, seconded by David P. Jordan. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster

Not Present: Brandon Stevens

**E. Accept Retail Enterprise FY-2018 2<sup>nd</sup> quarter report (03:01:00)**

Sponsor: Michele Doxtator, Area Manager/Retail Profits

Motion by Lisa Summers to accept the Retail Enterprise FY-2018 2<sup>nd</sup> quarter report noting a corrected report will be submitted for the record, seconded by David P. Jordan. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster

Not Present: Brandon Stevens

**XIV. GENERAL TRIBAL COUNCIL**

**A. Petitioner Frank Vandehei – E-polls**

**1. Accept financial analysis (00:43:58)**

Sponsor: Larry Barton, Chief Financial Officer

Motion by Jennifer Webster to accept the financial analysis, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster

Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT****B. Schedule Yvonne Metivier petition regarding FY-2019 Wage Increase (00:49:43)**

Sponsor: Lisa Summers, Secretary

Motion by Trish King to add the Yvonne Metivier petition regarding FY-2019 Wage Increase to the July 10, 2018, semi-annual General Tribal Council meeting agenda, seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
 Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers  
 For the record: Councilman David Jordan stated the reason why [the petition is added to the semi-annual meeting agenda] is because of the 120-day deadline and that the LPGA [event] would be going on the other two days [available at the Radisson].

Motion by David P. Jordan to schedule a special Business Committee no later than June 4, 2018, for the purpose of approving the 2018 semi-annual General Tribal Council meeting materials and that the legislative, legal and financial analyses are to be turned in the day prior to the special Business Committee meeting, seconded by Trish King. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
 Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**C. Schedule Gladys Dallas petition regarding \$5,000 Per Capita payment (01:07:05)**

Sponsor: Lisa Summers, Secretary

Motion by David P. Jordan to schedule a special General Tribal Council meeting on July 30, 2018, at 6:00 p.m. for General Tribal Council to consider the Gladys Dallas petition regarding a \$5,000 Per Capita payment, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
 Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**D. Schedule Frank Vandehei petition regarding E-polls (01:10:35)**

Sponsor: Lisa Summers, Secretary

Motion by Trish King to add the Frank Vandehei petition regarding E-polls to the July 30, 2018, special General Tribal Council meeting agenda, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
 Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**E. Reschedule December 9, 2018, special GTC meeting regarding FY-2019 – FY-2021 Budget to December 10, 2018 (01:14:18)**

Sponsor: Trish King, Treasurer

Motion by Trish King to reschedule the December 9, 2018, special GTC meeting regarding FY-2019 – FY-2021 Budget to December 10, 2018, seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
 Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT****F. Approve Meeting Minutes portion of 2018 semi-annual General Tribal Council meeting materials (01:18:59); (02:24:02)**

Sponsor: Lisa Summers, Secretary

Motion by David P. Jordan to defer this item to be addressed after the Operational Reports on this agenda, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

Motion by David P. Jordan to approve the January 16, 2018, special General Tribal Council meeting minutes and the January 28, 2018, annual General Tribal Council meeting minutes<sup>2</sup>, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Ernie Stevens III, Lisa Summers, Jennifer Webster  
Not Present: Kirby Metoxen, Brandon Stevens

**XV. EXECUTIVE SESSION**

*The Oneida Business Committee, by consensus, took a ten (10) minute recess at 9:55 a.m. Called to order by Chairman Tehassi Hill at 10:06 a.m.*

*Roll call for the record:*

*Present: Chairman Tehassi Hill, Treasurer Trish King, Council members: David P. Jordan, Ernie Stevens III, Jennifer Webster;*

**A. REPORTS****1. Accept Public Works Division FY-2018 2<sup>nd</sup> quarter executive report** – Jacque Boyle, Division Director/Public Works (01:24:04)

*EXCERPT FROM APRIL 25, 2018: Motion by David P. Jordan to defer the Public Works Division FY-2018 2<sup>nd</sup> quarter executive report to May 9, 2018, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.*

Motion by Trish King to accept the Public Works Division FY-2018 2<sup>nd</sup> quarter executive report, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

Motion by Trish King to approve the May 1, 2018, Public Works Division Reorganization proposal and accompanying organizational charts, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**2. Accept Environmental, Health, Safety & Land Division FY-2018 2<sup>nd</sup> quarter executive report** – Pat Pelky, Division Director/ Environmental, Health, Safety & Land (01:24:59)

Motion by David P. Jordan to accept the Environmental, Health, Safety and Land Division FY-2018 2<sup>nd</sup> quarter executive report, seconded by Trish King. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

<sup>2</sup> The approval provided by the Business Committee is for the request to send the minutes to Oneida Printing, not for the approval of the minutes themselves.

**DRAFT**

- 3. Accept Comprehensive Housing Division FY-2018 2<sup>nd</sup> quarter executive report** – Dana McLester, Division Director/Comprehensive Housing **(01:25:15)**

Motion by Jennifer Webster to accept the Comprehensive Housing Division FY-2018 2<sup>nd</sup> quarter executive report, seconded by Trish King. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

- 4. Accept Human Resources Department FY-2018 2<sup>nd</sup> quarter executive report** – Geraldine Danforth, Area Manager/Human Resources Department **(01:25:34)**

Motion by Jennifer Webster to accept the Human Resources Department FY-2018 2<sup>nd</sup> quarter executive report, seconded by Trish King. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

- 5. Accept Retail Enterprise FY-2018 2<sup>nd</sup> quarter executive report** – Michele Doxtator, Area Manager/Retail Profits **(01:25:49)**

Motion by David P. Jordan to accept the Retail Enterprise FY-2018 2<sup>nd</sup> quarter executive report, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

- 6. Accept Chief Counsel report** – Jo Anne House, Chief Counsel **(01:26:06)**

Motion by Trish King to accept the two (2) Chief Counsel reports dated May 7, 2018 and May 8, 2018, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**B. STANDING ITEMS****1. LAND CLAIMS STRATEGY**

- a) Defer action plan regarding original records to May 23, 2018, regular Business Committee meeting (01:26:33)**

Sponsor: Lisa Summers, Secretary

*EXCERPT FROM APRIL 25, 2018: Motion by David P. Jordan to defer the action plan regarding original records to the May 9, 2018, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.*

*EXCERPT FROM MARCH 14, 2018: Motion by Jennifer Webster to accept the Land Claims update and the recommendations #1 through #5 included in the update noting that discussion and consideration of item #1.a. be included in the action plan, seconded by Trish King. Motion carried unanimously.*

Motion by David P. Jordan to accept the verbal update as information, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

Motion by Trish King to defer action plan regarding original records to May 23, 2018, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT****2. ONEIDA GOLF ENTERPRISE CORPORATION – LADIES PROFESSIONAL GOLF ASSOCIATION****a) Accept Thornberry Creek LPGA Classic April 2018 report (01:27:10); (03:27:40)**

Liaison: Trish King, Treasurer

Submitted by: Josh Doxtator, Chief Operational Officer/Oneida Golf Enterprise Corporation

*EXCERPT FROM APRIL 25, 2018: Motion by Kirby Metoxen to defer the Thornberry Creek LPGA Classic April 2018 report to the May 9, 2018, regular Business Committee meeting, seconded by Trish King. Motion carried unanimously.*

Motion by Trish King to accept the Thornberry Creek LPGA Classic April 2018 report, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

Motion by Lisa Summers to go into executive session at 3:43 p.m., seconded by Kirby Metoxen. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster  
Not Present: Brandon Stevens

Motion by David P. Jordan to come out of executive session at 4:24 p.m., seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster  
Not Present: Brandon Stevens

**3. LAND MORTGAGE FUNDS (No Requested Action)****C. AUDIT COMMITTEE (No Requested Action)****D. TABLED BUSINESS (No Requested Action)****E. UNFINISHED BUSINESS (No Requested Action)****F. NEW BUSINESS****1. Review applications for three (3) vacancies – Southeastern Oneida Tribal Services Advisory Board (01:27:40)**

Sponsor: Tehassi Hill, Chairman

Motion by Jennifer Webster to accept the discussion regarding the applications for three (3) vacancies on the Southeastern Oneida Tribal Services Advisory Board, as information, seconded by Trish King. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**DRAFT****2. Review Going Long Investor Deck and determine next steps (01:28:02)**

Sponsor: Troy Parr, Division Director/Community &amp; Economic Development

Motion by Jennifer Webster to direct the Community and Economic Development Division Director to complete additional due diligence and bring a recommendation to the May 23, 2018, regular Business Committee meeting, seconded by David P. Jordan. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**3. Assign team for tasks related to Strategic Workforce Plan and Triennial Strategic Plan (01:28:29)**

Sponsor: Trish King, Treasurer

Motion by David P. Jordan to defer the discussion related to Strategic Workforce Plan tasks and Triennial Strategic Plan tasks to the May 15, 2018, Business Committee Work Session, seconded by Ernie Stevens III. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**4. Accept DR10 resignation and review OBC Officer recommendation (01:29:01)**

Sponsor: Tehassi Hill, Chairman; Brandon Stevens, Vice-Chairman; Lisa Summers, Secretary; and Trish King, Treasurer

Motion by David P. Jordan to accept the resignation of DR10, seconded by Jennifer Webster. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

Motion by Trish King to assign Chairman Tehassi Hill, Vice-Chairman Brandon Stevens, Secretary Lisa Summers, and Councilwoman Jennifer Webster to a sub-committee authorized to complete the necessary Human Resource functions in order to fill the vacancy, seconded by Ernie Stevens. Motion carried unanimously:

Ayes: David P. Jordan, Trish King, Ernie Stevens III, Jennifer Webster  
Not Present: Daniel Guzman King, Kirby Metoxen, Brandon Stevens, Lisa Summers

**XVI. ADJOURN (03:28:23)**

Motion by Ernie Stevens III to adjourn at 4:24 p.m., seconded by David P. Jordan. Motion carried unanimously:

Ayes: Daniel Guzman King, David P. Jordan, Trish King, Kirby Metoxen, Ernie Stevens III, Lisa Summers, Jennifer Webster  
Not Present: Brandon Stevens

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**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="CDPC Charter"/>	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: Cathy Bachhuber, Executive Assistant  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

### Oneida Business Committee Agenda Request

**6. Cover Memo:**

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

---On February 25, 2009, the BC approved the re-initiating of the Business Committee Planning meeting and calling it the Community [Development] Planning Committee:

Motion by Patty Hoeft to approve re-initiating the Business Committee Planning meeting that will now become the Community Planning Committee starting on the first Thursday of every month, starting March 5, 2009 and that five Business Committee members be appointed today to serve on this Committee and that the draft standard procedures for the Committee that are presented, be adopted, seconded by Ed Delgado. Motion carried unanimously.

Motion by Melinda J. Danforth to appoint Patty Hoeft, Ed Delgado, Kathy Hughes, Brandon Stevens, and Ron "Tehassi" Hill Jr. to the Community Planning Committee with the remaining Business Committee members serve as ad hoc, seconded by Trish King. Motion carried unanimously.

---A change in quorum from 5 BC members to 3 was approved on November 9, 2011:

Motion by Vince DelaRosa to approve the request, seconded by Paul Ninham. Motion carried with two abstentions.

---On March 8, 2008 the CDPC approved a charter which incorporates the previously approved standard procedures and updates with current processes into one document:

Motion Brandon Stevens to adopt the CDPC Charter with the noted changes in the meeting section and forward to the OBC, seconded by Daniel Guzman-King. Motion carried unanimously.

---Requested action:

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- 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 # \_\_\_\_\_**

**Adoption of the Community Development Planning Committee Charter**

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

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

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

**WHEREAS,** the Oneida Business Committee believes that the creation of Standing Committees with designated subject matter authority and responsibilities will aid in better understanding and be more responsive to membership and organizational needs and demands; and

**WHEREAS,** the Oneida Business Committee believes that the complexities of issues facing the Tribe from both internal and external factors requires a deeper understanding of those issues which can be obtained through the development of Standing Committees; and

**WHEREAS,** the Oneida Business Committee believes that members elected to the Oneida Business Committee bring a wealth of information and experience that can be better utilized through the focus of Standing Committees; and

**WHEREAS,** a standing committee of the Oneida Business Committee is not subject to the Comprehensive Policy Governing Boards, Committees and Commissions;

**NOW THEREFORE BE IT RESOLVED,** the Oneida Business Committee, consistent with its delegated authority under the Constitution and laws of the Oneida Nation does hereby create the Community Development Planning Committee and adopts its Charter which identifies the members, and sets for the powers, and responsibilities of the Community Development Planning Committee.

## CDPC CHARTER

The Community Development Planning Committee (CDPC), a standing committee reporting to the Oneida Business Committee, was established by the Oneida Business Committee on February 25, 2009<sup>i</sup>.

### Committee Purpose

The purpose of the CDPC is to improve the Oneida Nation community and operations by providing strategic planning support and oversight by ensuring coordination on matters involving plans for community development, economic development, housing, land use, and sustainability.

### Members

The CDPC will consist of a minimum of five (5) members from the Oneida Business Committee.

1. CDPC members will be selected during the liaison process at the beginning of a new term of the Oneida Business Committee.
2. Any of the Oneida Business Committee members not serving as a regular member may serve as an ad hoc member to establish a quorum.
3. Ad hoc members may participate in any CDPC meeting as a regular member and will have voting rights.
4. A Chair and Vice-Chair will be selected at the first CDPC meeting held after the new term of office begins for the Oneida Business Committee.

### General Responsibilities

1. Ensure projects and initiatives are prioritized and aligned with the Triennial Strategic Plan<sup>ii</sup>.
2. Act as a communication conduit to inform and educate the OBC on prioritized projects, including supporting recommended actions to the OBC for consideration, as needed.

3. Recommend and coordinate reviews and consultations of the Legislative Operating Committee, Quality of Life, Finance Committee, Land Commission, and any other boards, committees and commissions, as needed.
4. Request reports and updates, as needed, to ensure projects and initiatives are thoroughly reviewed and completed in accordance to requested timelines.
5. Assist in supporting recommendations for the annual fiscal year budget process.

### **Specific Responsibilities**

1. Oversight of Community Development
  - a. Ensure coordination and collaboration of business units, boards, committees, and commissions, on matters involving the public works, utilities, transportation, roads, facilities management, utilities, housing, environment, and economic development as it relates to community development.
  - b. Review and evaluate all community development efforts, including making recommendations to the OBC as needed.
  - c. Review long-range and short-range planning of Tribal-related capital improvement projects and provide strategic planning support.
  - d. Ensure capital improvement project plans are consistent with the Triennial Strategic Plan<sup>iii</sup>.
  - e. Work jointly with the Community & Economic Development Division to create and recommend a Capital Improvement Plan for Enterprises and Government Services, as needed.
2. Oversight of Economic Development
  - a. Ensure coordination of business units, boards, committees, and commissions, on matters involving economic development and business ventures.
  - b. Develop a standard operating procedure for receiving and processing business venture requests for vetting prior to forwarding to the OBC as appropriate.
  - c. Review and make recommendations regarding economic and sustainability related strategies and initiatives.

## Meetings

1. Regular monthly meetings will normally be held on the 1<sup>st</sup> Thursday of each month.
2. Special meetings may be called as needed and shall be noticed in accordance with the Open Records and Open Meetings Law.
3. A quorum of three members<sup>iv</sup> is required to take official actions.
4. Work sessions may be scheduled as needed by request.

---

<sup>i</sup> 2/25/2009 BC Meeting: Motion by Patty Hoeft to approve re-initiating the Business Committee Planning meeting that will now become the Community Planning Committee starting on the first Thursday of every month, starting March 5, 2009 and that five Business Committee members be appointed today to serve on this Committee and that the draft standard procedures for the Committee that are presented, be adopted, seconded by Ed Delgado. Motion carried unanimously.

<sup>ii</sup> The Triennial Strategic Plan is determined by the OBC at the beginning of each OBC in accordance with the *Budget Management and Control 1-121.4 Strategic Planning*.

<sup>iii</sup> The Triennial Strategic Plan is determined by the OBC at the beginning of each OBC in accordance with the *Budget Management and Control 1-121.4 Strategic Planning*.

<sup>iv</sup> 11/9/2011 BC Meeting: Motion to approve CDPC Quorum Change from 5 BC members to 3 BC members.

ADD ON

Request # 5

**BUSINESS COMMITTEE AGENDA REQUEST FORM**

**FOR AGENDA 2-25-09**

SUBMITTED FOR : (CHECK ONE)

Information  Action  Approval  Follow Up  Exec Session

Submitted by: Trish King, Councilwoman Date: 2-23-09  
Oneida Business Committee Phone: \_\_\_\_\_

**SUMMARY**

**Request Approval of:**

- 1) Approve reinitiating the Business Committee Planning Meetings as the Community Planning Committee, Standing Committee of the OBC
- 2) Approve monthly meetings the 1<sup>st</sup> Thursday of every month, starting in March, 2009.
- 3) Approve and appoint 5 BC members to serve on this Committee.
- 4) Approve the draft rule for standard procedures and operations for the Community Development Planning Committee, Standing Committee of the Business Committee.

Business Committee Member Submission

Trish King  
Signature

2/23/09  
Date

MEMORANDUM

TO: Oneida Business Committee

FROM: Trish King, Councilwoman

cc: Bill Gollnick, COS  
Debbie Thundercloud, GM  
Paul Van Noie, CFO  
Louise Cornelius, IGGM

DATE: February 12, 2009

Subject: Reinitiate OBC Planning Standing Meetings

At the end of the February 11, 2009 OBC meeting, I was requested to draft a recommendation to reinstate the Business Committee Planning Meetings providing purpose, structure and responsibilities. More specifically, the purpose of these meetings would be to address concerns regarding community development. Such items for discussion would relate to the Tribe's smart growth plans, comprehensive plan, service agreements, roads, community development, zoning issues, jurisdictional issues and any ancillary issues that fall within these categories.

I am recommending the Standing Committee on Resources (SCR) (per the first structural draft-see attached) be responsible to manage an agenda that would rename the Standing Committee on Resources to the Community Planning Committee, Standing Committee of the OBC.

This is also an opportunity to improve OBC oversight responsibilities as was discussed during the 100 Day Plan sessions.

**Purpose:**

The Community Development Planning Committee would be responsible for oversight of the specific areas of operations of the Tribe. Namely, all business units within the areas of Environmental Health & Safety, Dept. of Land & Housing, Dept. of Public Works & Transportation, as well as oversight of boards, committees, and commissions related to those specific areas.

**Structure:**

The Community Development Committee will replace the OBC Planning meetings and shall be:

- a) Comprised of five (5) OBC members appointed by the OBC.
- b) Remaining 4 Business Committee members shall be adhoc.
- c) If necessary an adhoc can fill in for quorum purposes. A full quorum of 5 is required at all meetings in order to be considered a formal meeting of the Community Development Planning Committee.
- d) All decisions are made by majority vote.
- e) The JET Team and the Law Office should be directed to attend with their appropriate staff (Area Managers and Division Directors, Technical staff (dependant on agenda topics), and the Land Commission and Environmental Resources Board and any other board/committee/commission for these specific areas should also be invited to attend. The purpose for requesting these persons to be in attendance is to: 1) Have advice and technical resources available to the Committee for their decision making, and 2) create opportunities for more levels of our hierarchy to be a part and share in the responsibility of the Tribe's vision. The JET Team, Law Office, Land Commission and ERB shall provide input and guidance. (The Land Commission & ERB representatives will have to decide if they are stipend or not for this monthly meeting). Operational staff will be available for technical input and to understand the directions the government is making.

**Responsibilities :**

- a) All actions of the Community Development Planning Committee must be forwarded and approved at a Business Committee Meeting.
- b) Monthly meetings shall begin in March, 2009, 2-3 hours each, with a prescribed agenda that will align with one or all four of the strategic themes of Skat ni ku lat:
  - Economic Growth & Development - Strategic Result: Economic Security for the Tribe & its people.
  - Responsive/Responsible Government - Strategic Result: Effective and Efficient Governance that meets the needs of Onyote aka
  - Culture & Language - Strategic Results: Bring our language back to life and

strengthen Tsi ni yuk walihota for those faces yet to come.

- Quality of Life - Strategic Result: The mental, physical, social and mental well-being of Oneida people.
- c) Any legislative issues within these areas of responsibility must first be addressed through the Community Development Planning Committee, and forwarded to the Legislative Operating Committee to complete the legislative process in accordance with the Administrative Procedures Act.
- d) Any other type of requests, concerns or considerations, must be considered by the Community Development Planning Committee prior to being addressed by the OBC. Or, the OBC shall refer such requests for review and consideration prior to taking any action.

Following is a brief overview of how to get started, followed by a draft agenda, and draft Committee procedures for your review and consideration.

Initial Process:

- 1) The Community Development Committee will be comprised of 5 regular BC members. The Tribal Chair and Vice Chair will be adhoc members, as well as the other two BC members.
- 2) Meetings shall be held the first Thursday of every month.
- 3) General Manager will provide a list of business unit representatives and the Chief of Staff shall provide a list of Boards/Committees/Commissions to participate with these meetings.
- 4) Secretary's staff will prepare agendas and material packets per the Chairman of the Community Development Planning Committee.
- 5) Secretary's staff will keep minutes and track issues.
- 6) Community Development Planning Committee will provide the following on a regular basis to the OBC:
  - a) Action items needing OBC action will be pulled from the Minutes and presented to the Business Committee as needed.
  - b) Monthly Reports of their activities
  - c) Meeting Minutes



Community Development Planning Meeting  
Agenda  
9:00 A.M., March 5, 2009  
Business Committee Conference Room

Present:

Absent:

1. Welcome
2. Introductions
3. Overview of meeting purpose, structure and outcomes
4. Election of Community Planning Committee Officers
5. Call the Meeting to Order
6. Approve the Agenda
7. Old Business
8. New Business
  - a. Oneida Reservation Comprehensive Plan Updates
  - b. Review the proposed land policy framework working draft
  - c. Review the proposed Downtown Oneida master area development plan
  - d. Review reservation housing plan
  - e. Assisted Living/Elderly Housing area development update
9. Reports
  - a. Environmental Resources Board
  - b. Division of Land Management
  - c. Environmental, Health & Safety Division
  - d. Development Division
  - e. Oneida Housing Authority
10. Other issues germane to this agenda
  - a.
  - b.
11. Executive Session
  - a. Land Commission report on status of 20/20 land acquisition plan.

**Community Development Planning Committee Rules**

- (1) The purpose of this rule is to define the structure, purposes and duties of the Community Development Planning Committee, Standing Committee of the Business Committee. All matters pertaining to standing committee organization and membership and responsibilities shall be construed in favor of the declared will of the Business Committee in these rules, consistent with the intent in Article IV of the Oneida Tribe Constitution and By-Laws.
- (2) The Community Development Planning Committee shall have the duty and responsibility to:
  - Act as the policy oversight committee for the business units within the following divisions:
    - Division of Land Management
    - Development Division
    - Environmental, Health & Safety Division
    - Oneida Housing Authority
    - Oneida Housing Taskforce
  - Act as the policy oversight committee for the:
    - Environmental Resource Board
    - EPA Regional representation
    - Great Lakes Water Accord
    - Indian Reservation Roads program
    - Land Commission
    - Natural Resource Damage Assessment Trustee
    - Wisconsin Coastal Management Council
    - Wisconsin Housing & Economic Development Authority
    - Wisconsin Tribal Conservation Advisory Council
- (3) Coordinate all policy matters relating to land use (agriculture, soil, water, conservation, residential) in cooperation with any interested governmental agency.
- (4) Review the annual budget with regard to areas of policy oversight assigned to this committee and make recommendations to the Business Committee at the annual fiscal year budget for the Business Committee's consideration and adoption.
- (5) Act as the committee for the review of: contracts with the United States government or any agency thereof, contracts with the State of Wisconsin or any agency thereof.
- (6) Review long-range and short-term planning of tribal-related capital improvement projects.

- (7) Develop, review and make recommendations to the Legislative Operating Committee on proposals for legislation and administrative rules on areas of policy oversight assigned to this committee.
- (8) Any resolutions, policy, ordinance or proposal recommended by the Community Development Planning Committee shall include a financial report from the Chief Financial Officer, when applicable and prior to submitting to the LOC or the Business Committee.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

**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 the accept the April 5, 2018 Community Development Planning Committee meeting minutes.

**3. Supporting Materials**

Report  Resolution  Contract

Other:

1.  3.

2.  4.

Business Committee signature required

**4. Budget Information**

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

**5. Submission**

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Cathy Bachhuber, Executive Assistant  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Community Development Planning Committee

*CDPC Regular Meeting*  
9:00am – 12:00pm Thursday, April 05, 2018  
Business Committee Conference Room



## Minutes

---

**Present:** Ernest Stevens III, Daniel Guzman-King, Brandon Stevens, Jennifer Webster, Trish King

**Others:** Gene Schubert, Joanie Buckley, Troy Parr, Pat Pelky, James Petitjean, Michelle Doxtator, Rae Skenandore, Susan Doxtator, Larry Barton, Mike Troge, Lee Cornelius, Jeff Witte, Quin Schyler

### I. Call to Order and Roll Call

Meeting called to order by Ernest Stevens III at 9:00 a.m. with Jennifer Webster, Trish King, Brandon Stevens and Daniel Guzman King present. Brandon arrived at 9:02 a.m. Jennifer Webster left at 10:15 a.m. and returned at 10:18 a.m. Trish King departed at 10:40 a.m. and returned at 10:42 a.m.

### II. Adopt the Agenda

Motion by Jennifer Webster to adopt the agenda, seconded by Trish King. Motion carried unanimously.

### III. Meeting Minutes

#### a. Meeting Minutes from March 8, 2018

Motion by Jennifer Webster to accept the March 8, 2018, meeting minutes, seconded by Daniel Guzman-King. Motion carried unanimously.

#### b. Work Session Notes from March 15, 2018 – FYI

Motion by Jennifer Webster to accept the work session notes from March 15, 2018 as FYI, seconded by Daniel Guzman-King. Motion carried unanimously.

### IV. Unfinished Business

#### a. Industrial Hemp Update– Daniel Guzman-King, Troy Parr, Pat Pelky

Motion by Daniel Guzman-King to have the Law Office draft a resolution on an Industrial Hemp Pilot Program for OBC consideration; for Troy Parr to provide a recommendation to see if C.E.D.D. funds can be used for the Industrial Hemp Pilot Program; and to direct the CDPC team to develop an Agri-Business Plan to include Industrial Hemp, seconded by Brandon Stevens. Motion carried unanimously.

### V. Standing Updates

**a. Upper Oneida** – Oneida Planning Department

Motion by Brandon Stevens to accept the update, seconded by Daniel Guzman-King. Motion carried unanimously.

**b. Cultural Heritage Site Plan** – George Skenandore

Motion by Jennifer Webster to accept the update, seconded by Brandon Stevens. Motion carried unanimously.

**c. Energy Team Update** – Ernest Stevens III, Michael Troge

Motion by Jennifer Webster to request a written update from the Energy Team for the next CDPC meeting, seconded by Brandon Stevens. Motion carried unanimously.

**d. Quarterly Capital Improvement Projects Status Update** – Troy Parr, Paul Witek

Motion by Brandon Stevens to accept the report, seconded by Jennifer Webster. Motion carried unanimously.

**VI. New Business**

**VII. Tabled Business**

**VIII. Adjourn**

Motion by Brandon Stevens to adjourn at 10:53 a.m., seconded by Trish King. Motion carried unanimously.

## Oneida Business Committee Agenda Request

**1. Meeting Date Requested:**   5   /  23  /  18 

**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 request the Treasurer's Office (Finance) to set aside \$50,000 per year beginning in FY19 through FY23 for the 200 Year Celebration.

**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: Daniel Guzman-King, Councilmember  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

On May 3, 2018, the Community Development Planning Committee (CDPC) made the following motions in regards to the Oneida Nation's 200 Year Celebration:

Motion by Kirby Metoxen to approve sending a request to the Business Committee to have the Treasurer's Office (Finance) set aside \$50,000 per year beginning in FY19 through FY23 for the 200 Year Celebration, seconded by David Jordan. Motion carried unanimously.

Motion by David Jordan to add the 200 Year Celebration as a standing item on the CDPC agenda and to create a team and identify members at a work session to work with the Cultural Heritage site planning team for creation of an annual strategic plan for the 200 Year Celebration, seconded by Kirby Metoxen. Motion carried unanimously.

This request is from the CDPC to the Business Committee to have Finance set aside \$50,000 per year beginning in FY19 through FY23 for this event.

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





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



## Memorandum

DGK

To: Community Development Planning Committee  
 From: Daniel Guzman, CDPC Vice Chairman  
 Date: May 1, 2018  
 Re: Oneida Nation's 200 Year Celebration

In 2013, the Oneida Business Committee recognized that year 2023 will mark the 200 year milestone of Oneidas arriving to our current territory in Wisconsin. At that time, the Oneida Business Committee directed Legislative Affairs/Public Relations lead a team of community members to plan for this event. The Business Committee also directed Finance to develop a budget specific to this event and beginning in FY15 set aside \$10,000 each year for this event.

Community members who lobbied to get the funding set aside have indicated that they would like to see a stone monument commemorating our move from NY to our current territory. Other community members have expressed a desire to place a stone that would commemorate the standing stone. With these types of ideas from the community along with the continued planning on the Cultural Heritage site, I am requesting that this be included in the Cultural Heritage site planning and CDPC sponsor a separate capital improvement project that would be included in the FY19 budget with funds beginning to be set aside.

Also, in consultation with the Treasurer's office, the directive to Finance to set aside dollars for this specific event has not been fulfilled. Thus, no dollars have been set aside and I would like CDPC consider sending a request to the Business Committee to have Finance set aside \$50,000 per year beginning in FY19 through FY23 for this event.

In an effort to monitor the progress and continue to move the planning forward, I am requesting the CDPC add "200 Year Celebration" as a standing item and assign the Cultural Heritage site planning team to be assigned to create a team, that includes community members, to plan for this celebration.

Yaw^ko for your consideration of this request.

- X. General Tribal Council
- XI. Unfinished Business
- XII. New Business/Requests

**1. Consider set-aside for 200-year-celebration of Oneidas arriving to WI and creation of community planning team**

Sponsor: Melinda J. Danforth

Motion by Melinda J. Danforth to direct Finance to create a budget specific to this event and that beginning in FY2015, \$10,000 per year until the conclusion of this celebration in 2023, will be set aside, seconded by Paul Ninham. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Paul Ninham, Brandon Stevens

Not present: Tina Danforth

Motion by Melinda J. Danforth to direct Legislative Affairs or Public Relations area to create and lead a community planning committee comprised of Oneida community members who will have the task of planning for the celebration, seconded by Paul Ninham. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Paul Ninham, Brandon Stevens

Not present: Tina Danforth

**2. FY2013 Employment, Compensation & Benefits – Geraldine Danforth, HR Area Manager**

**a. Development Division (Senior Custodian-Stationary, Custodian-Roving, Custodian-Stationary): Approve position list to continue with hiring and posting processes**

Motion by Brandon Stevens to defer Development Division position list to continue with hiring and posting processes for two weeks, seconded by Paul Ninham. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Brandon Stevens

Not present: Tina Danforth, Paul Ninham

**b. Oneida Police Department (Dispatcher, Police Officer, Police Sergeant, Security Officer): Approve position list to continue with hiring and posting processes**

Motion by Melinda J. Danforth to approve the position list to continue with hiring and posting processes for Dispatcher and Police Officer and to defer the Sergeant and Security Officer for two weeks, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Paul Ninham, Brandon Stevens

Not present: Tina Danforth

**c. Non-Divisional (Accounting Manager, Surveillance Officer, Assistant Surveillance Director, Carpenter, Substitute Teacher-Tribal Schools): Approve position list to continue with hiring and posting processes**

Motion by Greg Matson to approve the position list to continue with hiring and posting processes for two Surveillance officers and one Surveillance Director, seconded by Brandon Stevens. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Paul Ninham, Brandon Stevens

Not present: Tina Danforth

Motion by Brandon Stevens to defer the position list to continue with hiring and posting processes for Carpenter back to HRD, seconded by Paul Ninham. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Paul Ninham, Brandon Stevens

Not present: Tina Danforth

Motion by Greg Matson to approve the position list to continue hiring and posting processes for Substitute Teacher, seconded by Vince DelaRosa. Motion carried unanimously:

Ayes: Melinda J. Danforth, Vince DelaRosa, Greg Matson, Patty Hoeft, David Jordan, Paul Ninham, Brandon Stevens

Not present: Tina Danforth

**d. Governmental Services Division (Education Manager, Headstart Teacher, Child Care Teacher, Project Manager-one year limited term, Senior Lifeguard, Student Intern, Child Care Teacher-sub-relief, Headstart/Early Headstart-sub-relief): Approve position list to continue with hiring and posting processes**

Motion by Paul Ninham to defer Governmental Services Division position lists to continue with hiring and posting process back to HRD, seconded by David Jordan. Motion carried unanimously:

# Oneida Business Committee Meeting Agenda Request Form

[Deadlines](#)

[Instructions](#)

1. Meeting Date Requested: 10 / 23 / 13

2. Nature of request

Session:  Open  Executive - justification required (see instructions.) Choose one:

Choose one:

Agenda header

(choose one):

Agenda item title (see instructions):

Action requested (choose one)

Information only

Action - please describe:

3. Justification

Why BC action is required (see instructions):

4. Supporting Materials

[Instructions](#)

Memo of explanation with required information (see instructions)

Resolution  Contract  Report  Other (please list):

1.  3.

2.  4.

Business Committee signature required

5. Submission Authorization

Authorized sponsor (choose one):

Requestor (if different from above):   
Name, Title / Dept. or Tribal Member

Additional signature (as needed):   
Name, Title / Dept.

Additional signature (as needed):   
Name, Title / Dept.

A copy of this document can be saved in a pdf format. Please e:mail this form and all supporting materials to [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org).

# Memo

To: Oneida Business Committee  
From: Melinda J. Danforth, Councilwoman  
Date: September 9, 2013  
Re: 200 Year Celebration Planning

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Year 2023 will mark the 200 year milestone of Oneidas arriving to Wisconsin. Community members have approached this subject in differing forums and would like the Oneida Business Committee to take proactive measures to ensure that there is a community celebration with a possibility to create a landmark to acknowledge this momentous milestone.

Thus, I am respectfully requesting the Oneida Business Committee to take the following actions.

1. Direct Finance to create a budget specific to this event and beginning in Fiscal Year 2015 budget \$10,000 per year until the conclusion of the celebration in 2023.
2. Direct Legislative Affairs/Public Relations to create and lead a community planning committee comprised of Oneida community members that will have the task of planning for this celebration.

Yaw^ko for your consideration.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

**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:   
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.

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

# ONEIDA NATION

P.O. Box 365



Oneida, WI 54115

## *MEMORANDUM*

**TO:** Finance Committee  
**CC:** Business Committee  
**FR:** Denise Vigue, Executive Assistant  
**DT:** May 16, 2018  
**RE:** **E-Poll Results of: FC Meeting Minutes of May 14, 2018**

An E-Poll vote of the Finance Committee was conducted to approve the May 14, 2018 Finance Committee meeting minutes. The results of the completed E-Poll are as follows:

### **E-POLL RESULTS:**

There was a Majority 4 YES votes from Larry Barton, Daniel Guzman King, Chad Fuss and Shirley Barber to approve the May 14, 2018 Finance Committee Meeting Minutes. Jennifer Webster and Patrick Stensloff did not vote.

The minutes will be placed on the next BC agenda of May 23, 2018 for approval and the next Finance Committee agenda of June 4, 2018 to ratify this E-Poll action.

Yaw^ko

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\* 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

### FC WORK MEETING

May 14, 2018 – 9:00 A.M.

BC Executive Conference Room

### FC REGULAR MEETING

May 14, 2018 – 10:00 A.M.

BC Executive Conference Room

## REGULAR MEETING MINUTES

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### FC Work Meeting:

Patricia King, Treasurer/FC Chair

Larry Barton, CFO/FC Vice-Chair

Daniel Guzman King, BC Council Member

Shirley Barber, FC Elder Member

**Excused:** Jennifer Webster, BC Council Member, Chad Fuss, AGGM-Finance (GGM Alt.) and Patrick Stensloff, Purchasing Director

### FC Regular Meeting:

Patricia King, Treasurer/FC Chair

Larry Barton, CFO/FC Vice-Chair

Daniel Guzman King, BC Council Member

Shirley Barber, FC Elder Member

**Excused:** Jennifer Webster, BC Council Member and Chad Fuss, AGGM-Finance (GGM Alt.) and Patrick Stensloff, Purchasing Director

**Others Present:** Glynis Alicea, Lora Skenandore, Chad Wilson, Latsiklanunha Hill, Priscilla Belisle, Barb Van Handel, Frank Vandehei, David Emerson and Denise Vigue, taking minutes

- I. **CALL TO ORDER:** The regular meeting was called to order by the FC Chair at 10:04 A.M.
- II. **APPROVAL OF AGENDA:** MAY 14, 2018  
 Motion by Daniel Guzman King to approve the FC meeting agenda of May 14, 2018 with one ADD On under Other #2. Seconded by Shirley Barber. Motion carried unanimously.
- III. **APPROVAL OF MINUTES:** APRIL 30, 2018 (Approved via E-Poll on 5/01/18)  
 Motion by Larry Barton to ratify the FC E-Poll action taken on May 1, 2018 approving the April 30, 2018 Finance Committee Meeting Minutes. Seconded by Daniel Guzman King. Motion carried unanimously.
- IV. **TABLED BUSINESS:** No Tabled Business
- V. **CAPITAL EXPENDITURES:** None
- VI. **DONATIONS:**

#### Report:

#### 1. Donation Update Report for May 2018

Denise J. Vigue, Finance

Motion by Larry Barton to accept the May 2018 Monthly Donation Update Report for the Finance Committee. Seconded by Daniel Guzman King. Motion carried unanimously.



**REQUESTS:**

- 1. Rawhide Ranch-Youth Educational Services** Amount: \$2,500.00  
Requestor: Heather Stern, Dev. Dir.

Barb Van Handle was present to discuss this request for the youth educational services program; they currently have about 100 boys in the program, 2 of which are Oneida.

Motion by Larry Barton to approve from the Finance Committee Donation Line a \$2,500 donation to the Rawhide Ranch, Inc. for Youth Educational Services. Seconded by Shirley Barber. Motion carried unanimously.

- 2. Oneida Community Farms (re-review)** Amount: \$700.00  
Requestor: Frank VandeHei

Frank VandeHei was present to discuss this reimbursement for materials spent last year; he explained projects completed, collaborative efforts and community input; there was a discussion about ongoing efforts for this year; he would like to concentrate on raised beds for mostly elders and getting volunteers and youth involved; as funds were initially approved for last year the FC asked Frank to bring back for the next meeting a materials list and cost for this year noting once approved funds would go directly to vendor on his behalf.

Motion by Daniel Guzman King to have Frank bring back a current list of materials/expenses for the current growing season for review at the next FC meeting. Seconded by Shirley Barber. Motion carried unanimously.

- 3. Oneida Apostolic Church – furniture, equip, etc.** Amount: \$2,500.00  
Requestor, Pastor Juan Alicea

Pastor Alicea and Trustee Skenandore were present to discuss the church's planned expansion along with the costs for additional equipment, furniture and window treatments once expansion is complete.

Motion by Larry Barton to approve from the Finance Committee Donation Line a \$2,500 donation to the Oneida Apostolic Church for Renovation expenses, furniture and equipment. Seconded by Daniel Guzman King. Motion carried unanimously.

- 4. Brown County Blackjacks** Amount: \$2,500.00  
Requestor: Deke Suri

No one present to present this request; the FC reviewed and felt this was more of a promotional sponsorship and should be directed to Joint Marketing.

Motion by Larry Barton to deny this request and forward it to Joint Marketing to see if they would have money in their budget and if so for them to follow up with requestor. Seconded by Daniel Guzman King. Motion carried unanimously.

**VII. NEW BUSINESS:****1. Tribal Action Plan (TAP) Office – CFO Recommendations**

Larry Barton, CFO

Representatives from the newly developed TAP Office were present to discuss current activities and next steps for an office/budget for FY18. Handouts of a TAP Office Proposal with preliminary budget was provided. The discussion surrounded what is an emergency verse an urgency of need; under the BMCA there is not a means to create and allocate funding mid-year; it was noted that initially this could go under Internal Services and reallocation of unused funds from that area; the group is planning on putting the TAP office budget in the FY19 budget packet; it was noted this activity has been endorsed by the BC; input from the clinic and behavioral health along with other necessary data gathering will all be part of the activities of the office as well as grant writing for applicable funds as they become available. Internal Services will have to bring back to the BC identified sources (line items) it has left for this year and if initial allocations can be reallocated; the FC thanked the staff for their dedication and work in this much needed service.

Motion by Larry Barton to approve Internal Services to reallocate funds in their FY 2018 budget to go towards the newly developed TAP Office. Seconded by Daniel Guzman King. Motion carried unanimously.

**2. FY18 PO Increase – KONAMI (Parts & Services) Amount: \$80,000.00**

David Emerson, Gaming –Slots

David Emerson was present and explained this Purchase Order increase is for the purchase of aging machine parts and service to the machines; they expect to adjust their amount requested in FY2019.

Motion by Larry Barton to approve the FY18 Blanket Purchase Order Increase for Parts & Services from KONAMI in the amount of \$80,000.00. Seconded by Shirley Barber. Motion carried unanimously.

**VIII. EXECUTIVE SESSION: None****IX. FOLLOW UP: None****X. OTHER:****1. FC Second Quarter Report to the BC**

Larry Barton, CFO

Motion by Shirley Barber to approve the Second Quarter Report of the Finance Committee and send it to the Oneida Business Committee for inclusion for their 5/24/18 Reports Meeting Agenda. Seconded by Daniel Guzman King. Motion carried unanimously.

**2. ADD On: FC's 2018 July Semi-Annual Report**

Denise J. Vigue, Finance

Motion by Shirley Barber to approve the Finance Committee's July 2018 Semi Annual Report and forward it to the Tribal Secretary by the due date of 5/18/18. Seconded by Daniel Guzman King. Motion carried unanimously.

**XI. FYI and/or Thank You:****1. FYI: IGT (6) Fort Knox Crystal Curve – Lease Games**

David Emerson, Gaming – Slots

Motion by Larry Barton to accept this request and the following request from Gaming Slots as FYI. Seconded by Shirley Barber. Motion carried unanimously.

**2. FYI: IGT (6) Free Trial Games for 180 Days**

David Emerson, Gaming – Slots

- See Motion in FYI #1.

**XII. ADJOURN:** Motion by Larry Barton to adjourn. Seconded by Daniel Guzman King. Motion carried unanimously. Time: 11:06 A.M.

Minutes taken & transcribed by:

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

*Finance Committee-E-Poll Minutes Approval Date:* May 16, 2018

*Oneida Business Committee's FC Minutes Approval Date:* \_\_\_\_\_

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Accept the May 2, 2018 LOC meeting minutes

**3. Supporting Materials**

Report  Resolution  Contract

Other:

1.  3.

2.  4.

Business Committee signature required

**4. Budget Information**

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

**5. Submission**

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: Jennifer Falck, LRO Director  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.



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



## LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES

Business Committee Conference Room-2<sup>nd</sup> Floor Norbert Hill Center

May 02, 2018

9:00 a.m.

**Present:** David P. Jordan, Ernest Stevens III, Jennifer Webster, Kirby Metoxen

**Excused:** Daniel Guzman King

**Others Present:** Brandon Wisneski, Clorissa Santiago, Tani Thurner, Jen Falck, Ed Delgado, Maureen Perkins, Rae Skenandore, Lee Cornelius, Robert Collins, Cathy Bachhuber

### I. Call to Order and Approval of the Agenda

David P. Jordan called the May 2, 2018 Legislative Operating Committee meeting to order at 9:00 a.m.

Motion by Ernest Stevens III to adopt the agenda; seconded by Kirby Metoxen. Motion carried unanimously.

### II. Minutes to be Approved (0:58-1:22)

#### April 18, 2018 LOC minutes

Motion by Kirby Metoxen to approve the April 18, 2018 LOC minutes and forward them to the OBC for consideration; seconded by Ernie Stevens III; motion carried unanimously.

### III. Current Business

#### 1. GTC Meetings Law (1:24-3:05)

Motion by Jennifer Webster to accept the legislative analysis and defer to a work meeting; seconded by Kirby Metoxen. Motion carried unanimously.

#### 2. Comprehensive Policy Governing Boards, Committees, and Commissions Amendments (3:05-3:42)

Motion by Ernest Stevens III to accept the legislative analysis and defer to a work meeting; seconded by Jennifer Webster. Motion carried.

#### 3. Internal Audit Amendments (3:43-5:10)

Motion by Jennifer Webster to remove the Internal Audit law amendments from the active files list and forward the memorandum to the Oneida Business Committee Officers; seconded by Ernest Stevens III. Motion carried unanimously.

#### 4. Real Property Amendments (5:11-13:16)

Motion by Jennifer Webster to approve the adoption packet and forward to the Business Committee for consideration; seconded by Ernest Stevens III.

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



Motion carried unanimously.

#### IV. New Submissions

##### 1. **Oneida Personnel Selection Committee Bylaws** (13:17 – 33:15)

Motion by Jennifer Webster to add the Oneida Personnel Selection Committee Bylaws to the active files list with a High Priority with David P. Jordan as the sponsor; seconded by Kirby Metoxen. Motion carried unanimously.

Subsequent motion by Jennifer Webster to defer Oneida Personnel Selection Committee Bylaws to a work meeting; seconded by Kirby Metoxen. Motion carried unanimously.

*\*For the record Jennifer Webster noted that we appreciate the work that LRO has done on this and the fast turnaround.*

##### 2. **Petition: G. Dallas \$5k Per Capita Payment** (33:17- 35:33)

Motion by Jennifer Webster add Petition: Dallas \$5,000.00 Per Capita Payment to the active files list and assign Jennifer Webster as sponsor with a high priority; seconded by Ernest Stevens III. Motion carried with Kirby Metoxen opposed.

#### V. Additions

#### VI. Administrative Updates

##### 1. **Leasing Law Emergency Rule#1** (35:43-40:10)

Motion by Jennifer Webster to certify and forward to the OBC the Leasing Law Emergency Rule #1 to the Oneida Business Committee for consideration; seconded by Kirby Metoxen. Motion carried unanimously.

##### 2. **Oneida Personnel Commission Bylaws** (40:11-41:08)

Motion by Jennifer Webster to remove the Oneida Personnel Commission Bylaw amendments from the active files list; Seconded by Kirby Metoxen. Motion carried unanimously.

##### 3. **E-poll: June 18, 2018 GTC Meeting Packet Materials** (40:48-41:08)

Motion by Jennifer Webster to enter the June 18, 2018 GTC Meeting Packet Materials E-poll results the record; seconded by Kirby Metoxen. Motion carried unanimously.

##### 4. **E-poll: Oneida Judiciary Rules of Civil Procedure Emergency Amendments** (41:10-41:30)

Motion by Kirby Metoxen to enter the Oneida Judiciary Rules of Civil Procedure Emergency Amendments E-poll into the record; seconded by Jennifer Webster.

Motion carried unanimously.

**5. E-poll: Military Service Employee Protection Act Emergency Amendments**  
(41:32-41:52)

Motion by Ernest Stevens III to enter the Military Service Employee Protection Act Emergency Amendments E-poll into the record; seconded by Kirby Metoxen. Motion carried unanimously.

**6. E-poll: Oneida Personnel, Policies, and Procedures Emergency Amendments**  
(41:58-42:15)

Motion by Ernest Stevens III to enter the Oneida Personnel, Policies, and Procedures Emergency Amendments E-poll into the record; seconded by Kirby Metoxen. Motion carried unanimously.

**7. E-poll: Employee Protection Emergency Amendments** (42:17-42:32)

Motion by Kirby Metoxen to enter the Employee Protection Emergency Amendments E-poll into the record; seconded by Ernest Stevens III. Motion carried unanimously.

**VII. Executive Session**

**VIII. Adjourn**

Motion by Kirby Metoxen to adjourn the May 2, 2018 Legislative Operating Committee meeting at 9:42 a.m.; seconded by Ernest Stevens III. Motion carried unanimously.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Consider Personnel Selection Committee By-laws for adoption.

**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: Jennifer Falck, LRO Director  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.



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## PERSONNEL SELECTION COMMITTEE BY-LAWS

### Article I. Authority

1-1. *Name.* The name of this entity shall be the Personnel Selection Committee, and may be referred to as the Committee.

1-2. *Establishment.* The entity was created by the Oneida Business Committee by resolution #BC-04-11-18B Creation of the Personnel Selection Committee.

1-3. *Authority.* The Personnel Selection Committee was created by the General Tribal Council to protect against issues of nepotism and enforce Oneida and Indian preference. The Personnel Selection Committee was renamed the Personnel Commission by the Oneida Business Committee in 1990 by Resolution #BC-4-13-90-A. In 1993, the Oneida Business Committee expanded the Personnel Commission's duties to include hearing authority for employment matters. In 2013, the General Tribal Council adopted the Judiciary Law, and amended the Constitution to adopt Article V- to create an independent Judiciary. In 2013, the General Tribal Council reaffirmed that action.

Since then, the Oneida Business Committee has worked to move hearing authorities to the Judiciary- which reflects the GTC action to create an Oneida Judiciary Law. In an effort to continue to consolidate hearing authorities, the Oneida Business Committee recreated the Personnel Selection Committee- a Committee without hearing authority by Resolution # BC-04-11-18-B.

- (a) The Committee does not:
- (1) have authority to score applicants during the interview process,
  - (2) have hearing body authority,
  - (3) have authority to enter into contracts,
  - (4) have authority to create policy or legislative rules.

1-4. *Office.* The official mailing address of the Committee shall be:  
Personnel Selection Committee  
P.O. Box 365  
Oneida, WI 54155

1-5. *Membership.* The Committee shall:

(a) Consist of five (5), and not more than eight (8) members.

(1) Each member shall hold office until his or her term expires, until his or her resignation, or until his or her appointment is terminated in accordance with the Comprehensive Policy Governing Boards, Committees and Commissions.

- 47 (b) Each Committee member shall be appointed in accordance with the  
48 Comprehensive Policy Governing Boards, Committees and Commissions  
49 to serve a three (3) year term. The first term shall be staggered with three  
50 (3) members receiving a one (1) year term, three (3) members receiving a  
51 two (2) year term and two (2) members receiving a three (3) year term.  
52 Each appointment after the initial staggered terms shall receive a three (3)  
53 year term.
- 54 (c) *Vacancies.*
- 55 (1) *Filling of Vacancies.* Vacancies shall be filled in accordance with  
56 the Comprehensive Policy Governing Boards, Committees, and  
57 Commissions
- 58 (2) *Resignation.* A member may resign at any time verbally at a  
59 meeting or by delivering written notice to the Committee.
- 60 (A) *Effective Date of Resignation.* A resignation is effective  
61 upon acceptance by motion or delivery of notice.
- 62 (B) *Filling of Vacancies if Resignation is Deferred.* A vacancy  
63 that may occur at a specific later date by reason of  
64 resignation may be filled before the vacancy occurs, but the  
65 new member may not take office until the vacancy occurs.
- 66 (3) *Terms of Replacement Member.* A replacement member shall hold  
67 office through the unexpired portion of the term of the member  
68 whom he or she has replaced.
- 69 (d) *Qualifications.* Committee members shall be appointed by the Oneida  
70 Business Committee and shall meet the following qualifications:
- 71 (1) An enrolled member of the Oneida Nation.
- 72 (2) Be available for meetings and interviews during the work day,  
73 evenings and weekends.
- 74 (3) Be free of any and all direct conflicts of interest or appearances of  
75 conflict as defined under various laws and policies of the Nation,  
76 including but not limited to the oath of office, the laws and policies  
77 regarding employment, the Code of Ethics, and the Comprehensive  
78 Policy Governing Boards, Committees, and Commissions.
- 79 (4) A member may not be an employee of the Human Resources  
80 Department.
- 81 (5) Shall have hiring experience, or an Associate's Degree, or  
82 equivalent experience or education.
- 83 (e) *Duties and Responsibilities.*
- 84 (1) Committee members who are employed by the Nation shall take  
85 personal or vacation time for all Committee related activities.
- 86 (2) Shall complete HRD's Interview 101 training and any other  
87 internal training deemed appropriate by the Oneida Business  
88 Committee. All training must be completed before committee  
89 members may participate in interviews.
- 90
- 91 1-6 *Termination.* A member's appointment may be terminated in accordance with the  
92 Comprehensive Policy Governing Boards, Committees and Commissions.

93

94 **Article II. Officers**95 2-1. *Chairperson, Vice-Chairperson and Secretary.* There shall be a Chairperson, a Vice-  
96 Chairperson and a Secretary.

97

98 2-2. *Responsibilities of the Chairperson.* The responsibility, duties and powers of the  
99 Chairperson of the Committee are as follows:

- 100 (a) Preside at all meetings of the Committee.
- 
- 101 (b) Shall be an ex officio member of all subcommittees of the Committee,
- 
- 102 may call emergency meetings, and keep the Committee informed as to the
- 
- 103 business of the Committee.
- 
- 104 (c) The Chairperson and the Secretary shall submit reports to the Oneida
- 
- 105 Business Committee for publication in the General Tribal Council annual
- 
- 106 and semi-annual reports.
- 
- 107 (d) Submit quarterly reports as required by the Comprehensive Policy
- 
- 108 Governing Boards, Committees and Commissions.
- 
- 109 (e) Forward meeting location, agenda and materials with the assistance of the
- 
- 110 Secretary.

111

112 2-3. *Responsibilities of the Vice-Chairperson.*

- 113 (a) In the absence of the Chairperson, the Vice-Chairperson shall conduct
- 
- 114 meetings of the Committee.

115

116 2-4. *Responsibilities of the Secretary.*

- 117 (a)
- Secretary Duties.*
- The responsibilities, duties and powers of the Secretary
- 
- 118 are as follows:
- 
- 119 (1) Keep minutes of the Committee meetings in an appropriate format.
- 
- 120 (2) Along with the Chairperson, provide notice of regular and
- 
- 121 emergency meetings of the Committee.
- 
- 122 (3) Act as custodian of the records.
- 
- 123 (4) Attend to all correspondence and present to the Committee all
- 
- 124 official communications received by the Committee.
- 
- 125 (5) Along with the Chairperson, submit reports to the Oneida Business
- 
- 126 Committee for publication in the General Tribal Council annual
- 
- 127 and semi-annual reports, and submit quarterly reports to the
- 
- 128 Oneida Business Committee.
- 
- 129 (6) Work with the Business Committee Support Office to administer
- 
- 130 the budget.

131

132 2-5. *Selection of Officers.* The officers of the Committee shall be appointed by the Committee  
133 for a one (1) year term. Officers may hold only one officer position.

134 (a) Each officer shall hold his or her office until:

- 135 (1) the member resigns; or
- 
- 136 (2) the member has his or her appointment terminated in the manner
- 
- 137 set out in the Comprehensive Policy Governing Boards,
- 
- 138 Committees and Commissions.

139 (b) A vacancy of any officer shall be filled by the Committee for the  
140 unexpired term at the next regular or emergency meeting.

141

142 2-6. *No Authorized Personnel.* The Business Committee Support Office shall assist the  
143 Committee with administrative duties.

144

145 2-7. Officers do not have the authority to take action on the Committee's behalf on their own

146

### 147 **Article III. Meetings**

148 3-1. *Regular Meetings.* Regular meetings shall be determined by the Committee. The regular  
149 meeting time, place and agenda shall be determined at a regular meeting. If no alternate  
150 designation is made by the Committee, the regular meetings shall be the last Tuesday of  
151 every month. If the Committee does not have any business to discuss or actions that need  
152 to be taken, it is not necessary for the Committee to meet every month. Notice of meeting  
153 location, agenda and materials shall be forwarded by the Chairperson with the assistance  
154 of the Secretary. Meetings shall be run in accordance with Robert's Rules of Order or  
155 another method approved by the Oneida Business Committee. Meetings shall comply  
156 with the Open Records and Open Meetings law.

157

158 3-2. *Emergency Meetings.* Emergency meetings shall only be called when time sensitive  
159 issues require immediate action. Emergency meetings of the Committee may be called  
160 by the Chairperson or upon written request of any two (2) members. The Chairperson  
161 shall designate a time and place for holding an emergency meeting.

162 (a) Within seventy-two (72) hours after an emergency meeting, the entity  
163 shall provide the Nation's Secretary with notice of the meeting, the reason  
164 for the emergency meeting, and an explanation of why the matter could  
165 not wait for a regular meeting.

166

167 3-3. *Quorum.* A majority of the Committee members shall constitute a quorum for transaction  
168 of business, which shall include the Chairperson or Vice-Chairperson.

169

170 3-4. *Order of Business.* The regular meetings of the Committee shall follow the order of  
171 business as set out herein:

- 172 (a) Call to Order
- 173 (b) Roll Call
- 174 (c) Approving of Previous Meeting Minutes
- 175 (d) Subcommittee Reports
- 176 (e) Old Business
- 177 (f) New Business
- 178 (g) Adjournment

179

180 3-5. *Voting.* Voting shall be in accordance with the simple majority vote of the Committee  
181 members present at a duly called meeting.

182 (a) The Chairperson shall vote only in case of a tie.

183 (b) The committee shall decide if electronic voting polls may be used. If the  
184 entity decides to use e-polls, it shall use any e-poll procedures adopted by

185 law.

186

187 **Article IV. Expectations**

188 4-1. *Behavior of Members.* Members are expected to treat each other in accordance with  
189 kalihwiyo, “The use of the Good Words about ourselves, our nation and our future.”  
190 Failure to treat each other with respect shall be cause for termination from the  
191 Committee. Appointed members of entities serve at the discretion of the Oneida  
192 Business Committee. Upon the recommendation of a member of the Oneida Business  
193 Committee or the entity, a member of an appointed entity may have his or her  
194 appointment terminated by the Oneida Business Committee.

195

196 4-2. *Prohibition of Violence.* Intentionally violent acts committed by a member of the entity  
197 that inflicts, attempts to inflict, or threatens to inflict emotional or bodily harm on another  
198 person, or damage to property during a meeting or when acting in an official capacity are  
199 strictly prohibited and grounds for immediate termination of appointment on the  
200 Committee and/or the imposition of sanctions and/or penalties according to laws and  
201 policies of the Nation.

202

203 4-3. *Drug and Alcohol Use.* Use of alcohol and illegal drugs by a member of an entity when  
204 acting in their official capacity is strictly prohibited.

205

206 4-4. *Social Media.* Committee members abide by the Nation’s Social Media Policy.

207

208 4-5. *Conflict of Interest.* Committee members shall abide by all laws of the Nation governing  
209 conflicts of interest.

210

211 **Article V. Stipends and Compensation**

212 5-1 *Stipends.* Committee members are eligible for the following stipends:

213

(a) One (1) monthly meeting stipend

214

(b) One (1) stipend per day for participating in interviews and/or job  
description pre-screens conducted by the Human Resource Department.

215

(c) Stipends for Judiciary hearings

216

(i) A member of an entity may receive a stipend for attending an  
Oneida Judiciary hearing if that member is specifically  
subpoenaed.

217

218

219

(d) Required training offered by the Nation as established by the Oneida  
Business Committee.

220

221

222

223

5-2 *Compensation.* Committee members are not eligible for any other type of compensation.

224

225

226 **Article VI. Records and Reporting**

227

6-1 *Agenda Items.* Agendas shall be maintained in a consistent format.

228

229

6-2 *Minutes.* Minutes shall be typed and in a consistent format that generates an informative  
record of the Committee’s meetings. The Business Committee Support Office shall  
prepare the minutes within thirty (30) days of the Committee’s meeting.

230

231  
232 6-3 *Attachments.* Handouts, attachments, memoranda, etc. shall be attached to the  
233 corresponding minutes and the agenda Minutes and attachments shall be kept  
234 electronically by the Business Committee Support Office.

235  
236 6-4 *Oneida Business Committee Liaison.* The Committee shall regularly communicate with  
237 the Oneida Business Committee member who is their designated liaison. The frequency  
238 and method of communication shall be agreed upon by the Committee and the Liaison.

239  
240 6-5 *Audio Recordings.* The Committee shall audio record meetings and submit the  
241 recordings to the Business Committee Support Office within two (2) business days.

242  
243 **Article VII. Amendments**

244 7-1 *Amendments to By-laws.* Any amendments to bylaws shall conform to the requirements  
245 of the Comprehensive Policy Governing Boards, Committees and Commissions and any  
246 other policy of the Nation. Amendments to by-laws shall be approved by the Oneida  
247 Business Committee prior to implementation.



## Personnel Selection Committee Bylaws Legislative Analysis

### SECTION 1. BACKGROUND

REQUESTER: OBC Directive	SPONSOR: David P. Jordan	DRAFTER: Maureen Perkins	ANALYST: Maureen Perkins
<b>Intent of the Bylaws</b>	To govern the standard procedures regarding the appointment of persons to the Personnel Selection Committee, the membership guidelines, qualifications, duties and responsibilities, terms and filling vacancies of members, establish expectations of members, maintenance of official records, stipends and how the bylaws are amended.		
<b>Purpose</b>	Create standardized processes related to how the board will function.		
<b>Affected Legislation</b>	Personnel Policies and Procedures, Comprehensive Policy Governing Boards, Committees and Commissions, Open Records and Open Meetings Law.		
<b>Enforcement/Due Process</b>	A member's appointment may be terminated in accordance with the Comprehensive Policy Governing Boards, Committees and Commissions.		
<b>Public Meeting</b>	Public meeting are not required for bylaws.		

### SECTION 2. ESTABLISHMENT

- 1
- 2 A. The Personnel Selection Committee was established by resolution BC-04-11-18B.
- 3 B. The bylaws comply with the Comprehensive Policy Governing Boards, Committees and
- 4 Commissions.
- 5

### SECTION 3. AUTHORITY

- 6
- 7 C. The Personnel Selection Committee was first created by the GTC to protect against issues of
- 8 nepotism and enforce Oneida and Indian preference. The current Personnel Selection Committee was
- 9 created by the OBC to return to this original intent with respect to the Oneida Nation's hiring
- 10 practices.
- 11

### SECTION 4. MEMBERSHIP

- 12
- 13 A. The Personnel Selection Committee (Committee) shall be comprised of five (5) to eight (8) members.
- 14 B. Members are appointed according to the Comprehensive Policy Governing Boards, Committees and
- 15 Commissions and shall hold office until his or her term expires, until he or she resigns or until his or
- 16 her appointment is terminated according to the Comprehensive Policy Governing Boards,
- 17 Committees and Commissions.
- 18 C. Vacancies are filled according to the Comprehensive Policy Governing Boards, Committees and
- 19 Commissions. Resignations are accepted verbally at a meeting or by delivering a written notice to the
- 20 Committee. Resignations are effective when accepted by motion in a meeting or by delivery of
- 21 notice. Resignations with future dates may be filled immediately but the replacement member may
- 22 not take office until the vacancy occurs. Replacement members shall serve the unexpired portion of
- 23 the term of the member being replaced.

- 24 **D.** Members shall be enrolled members of the Oneida Nation, available for meetings and interviews  
25 during the work day, evenings and weekends, be free of all direct or appearances of conflicts of  
26 interest as defined by the laws and policies of the Nation, may not be a member of the Human  
27 Resources Department, and shall have hiring experience or an associate's degree or equivalent  
28 education or experience.
- 29 **E.** Committee members who are employed by the Nation are required to take vacation or personal time  
30 during Committee related activities. All Committee members are required to complete HRD's  
31 Interview 101 training and any other internal training deemed appropriate by the Oneida Business  
32 Committee. All trainings must be completed before the members may participate in interviews.
- 33 **F.** Members are terminated in accordance with the Comprehensive Policy Governing Boards,  
34 Committees and Commissions.  
35

## 36 **SECTION 5. TERM AND VACANCIES**

- 37 **A.** Members shall serve three (3) year terms with the first term staggered.
- 38 **B.** Vacancies are filled by appointment according to the Comprehensive Policy Governing Boards,  
39 Committees and Commissions.  
40

## 41 **SECTION 6. OFFICERS**

- 42 **A.** The Committee will have a Chairperson, a Vice-Chairperson and a Secretary.
- 43 **B.** The Chairperson is responsible to preside over all meetings of the Committee, be an ex officio member  
44 of all subcommittees of the Committee, may call emergency meetings and will keep the Committee  
45 informed of all business of the Committee. The Chairperson and the Secretary will submit reports to  
46 the OBC for publication in the GTC annual and semi-annual reports and will submit quarterly reports.  
47 The Chairperson will also be responsible to forward meeting location, agenda and meeting materials  
48 with the assistance of the Secretary of the Committee.
- 49 The Vice-Chairperson will conduct meetings of the Committee in the absence of the Chairperson.  
50 The Secretary will keep meeting minutes in the appropriate format, provide notice of regular and  
51 emergency meetings of the Committee (along with the Chairperson), act as a custodian of the records,  
52 attend to all correspondence and present all official communications to the Committee, and work with  
53 the Business Committee Support Office (BCSO) to administer the budget.
- 54 **C.** Officers are selected by the Committee for a one (1) year term. Officers may only hold one officer  
55 position at a time. Officers will hold their position until they resign or have their appointment  
56 terminated. Vacancies will be filled at the next regular or emergency meeting for the unexpired term  
57 being filled.
- 58 **D.** The Committee is not authorized to hire any personnel.  
59

## 60 **SECTION 7. MEETINGS**

- 61 **A.** Regular meetings will be held once per month (or less if there is no business to discuss).  
62 Emergency meetings may be called only when time sensitive issues require immediate attention of the  
63 Committee.
- 64 **B.** A quorum is met by a majority of the Committee and the Chairperson or Vice-Chairperson.
- 65 **C.** An order of business is established by the bylaws.
- 66 **D.** A simple majority of the Committee members present will vote on issues; the Chairperson will only



67 vote if there is a tie. The Committee will decide if e-polls will be used and will use a standard process  
68 for conducting e-polls.  
69

## 70 **SECTION 8. EXPECTATIONS**

71 **A.** Committee members are expected to treat each other with respect. Failure to treat each other with  
72 respect can be grounds for termination from the board. Intentional violence committed, threatened to  
73 commit, or threatens to inflict emotional or bodily harm on another person or damage to property  
74 during a meeting is grounds for immediate termination of appointment on the Committee and/or  
75 imposition of sanctions or penalties according to the laws and policies of the Nation. Alcohol and  
76 illegal drug use is prohibited during official capacity.  
77

## 78 **SECTION 9. STIPENDS AND COMPENSATION**

79 **A.** Committee members are eligible for one monthly stipend for meetings attended, one stipend per day  
80 for participating in interviews and/or job description pre-screens conducted by HRD, one member of  
81 the Committee may receive a stipend to attend an Oneida Judiciary hearing if that member is  
82 specifically subpoenaed, and a stipend for required training offered by the Nation as established by the  
83 Oneida Business Committee.

84 **B.** Committee members are not eligible for any other type of compensation.  
85

## 86 **SECTION 10. RECORDS AND REPORTING**

87 **A.** Agendas will be maintained in a consistent format. Minutes must be prepared within thirty (30) days  
88 of the Committee's meetings by the BCSO. All handouts, attachments, memos, etc. must be attached  
89 to the corresponding minutes and all meeting packets will be electronically maintained by the BCSO.

90 **B.** Reports will be established by the Comprehensive Policy Governing Boards, Committees and  
91 Commissions.

92 **C.** The Committee will regularly meet with the OBC Liaison as established by the Committee.

93 **D.** The Committee is required to audio record all meetings and submit audio file to the BCSO within two  
94 (2) business days.  
95

## 96 **SECTION 11. AMENDMENTS**

97 **A.** Amendments to bylaws are required to be approved by the OBC.  
98  
99  
100

101

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

**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 the accept the April 12, 2018 Quality of Life meeting minutes.

**3. Supporting Materials**

Report  Resolution  Contract

Other:

1.  3.

2.  4.

Business Committee signature required

**4. Budget Information**

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

**5. Submission**

Authorized Sponsor / Liaison:

Primary Requestor/Submitter: 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 April 12, 2018

---

**Present:** Tehassi Hill, Daniel Guzman-King, Kirby Metoxen, Ernest Stevens III  
**Others Present:** Dr. Vir, Priscilla Belisle, Latsiklanunha Hill, Eric Boulanger, Rhiannon Metoxen, Jacqueline Smith, Lee Anne Laes, Layatalati Hill, Tina Jorgensen, Mandy Suthers - Darjune, Paula Jolly – Darjune, Cathy Bachhuber, Evander Delgado

### I. Call to Order and Roll Call

Meeting called to order by Tehassi Hill at 8:38 a.m. with Daniel Guzman-King and Kirby Metoxen also present. Ernest Stevens III arrived at 8:48 a.m.

### II. Approval of the agenda

Motion by Kirby Metoxen to approve the agenda, seconded by Daniel Guzman-King. Motion carried unanimously.

### III. Approval of Meeting Minutes

#### A. March 15, 2018 Quality of Life meeting minutes

Motion by Kirby Metoxen to approve the March 15, 2018 Quality of Life meeting minutes, seconded by Daniel Guzman-King. Motion carried unanimously.

### IV. Unfinished Business

#### A. Neuromuscular Massage Therapy by Lee Anne Laes – Jacqueline Smith

Motion by Tehassi Hill to send a memo to Comprehensive Health from Quality of Life requesting data regarding neuromuscular therapy, seconded by Daniel Guzman-King. Motion carried unanimously.

### V. New Business

### VI. Reports

#### A. Exercise at Work Policy Implementation Update – Wellness Committee

Motion by Daniel Guzman-King to accept the update/report, seconded by Kirby Metoxen. Motion carried unanimously.

#### B. Tribal Action Plan Update – Priscilla Belisle

---



Motion by Daniel Guzman-King for a memo of support from Quality of Life to be sent to the Oneida Business Committee and Land Commission in support of the Tribal Action Plan (TAP) team's recommendation to partner with DarJune in utilizing the DeCaster house for a sober living house, seconded by Kirby Metoxen. Motion carried unanimously.

#### **VII. Additions**

#### **VIII. Adjourn**

Motion by Kirby Metoxen to adjourn at 11:37 a.m., seconded by Daniel Guzman-King. Motion carried unanimously.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

2. General Information:

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

Oneida Trust Enrollment Committee Vacancy Appointment recommendation

Agenda Header: \_\_\_\_\_

Accept as Information only

Action - please describe:

Seeking Oneida Business Committee approval of the Oneida Trust Enrollment Committee's (OTEC) recommendation to fill a current vacant Trust Enrollment Committee member appointment. Pursuant to the Oneida Trust Enrollment Committee's Bylaw, Article I. section 4.C.1)a) for Vacancies, Appointments, Resignations, Suspensions and Removal.

3. Supporting Materials

Report  Resolution  Contract

Other:

1. Redacted OTEC Reg.Mtg Minutes 3/21/2018

3. GTC approved OTEC Bylaws dated 7/2/2012

2. Redacted OTEC Reg.Mtg Minutes 4/24/2018

4. \_\_\_\_\_

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Kirby Metoxen, Oneida Business Committee Member/OTEC Liaison

Primary Requestor/Submitter: Susan White, Trust Enrollment Director *[Signature]* 5/3/2018  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

On 3/21/2018 The Trust Enrollment Committee accepted the resignation of Carole Liggins as Secretary for the Trust Enrollment Committee.

On 4/24/2018 Trust Enrollment Chairwoman, Bobbi (Barbara) Webster recommended Debra Danforth fill the Trust Enrollment Committee vacancy. The Oneida Business Committee to finalize the recommendation. The Trust Enrollment Committee motioned to support the Chairwoman's recommendation.

The Trust Enrollment Committee (formerly Trust Committee) has been in existence since 1974 and was formed by GTC resolutions. The Trust Enrollment Committee continues to follow the GTC approved appointment process for filling vacant member positions in accordance with Trust Enrollment Committee Bylaws Article I. section 4.C.1)a) for Vacancies, Appointments, Resignations, Suspensions and Removal, which reads: If any member dies, resigns, is removed, is incapacitated, or is otherwise unable to serve, the Chairperson of the Oneida Trust/Enrollment Committee shall select a candidate who, upon approval of the Oneida Trust/Enrollment Committee and the Oneida Business Committee, shall serve the remainder of the former member's term.

The Oneida Trust Enrollment Committee respectfully requests the Oneida Business Committee to approve the appointment of Debra Danforth to fill the remainder of Carole Liggins' vacated Trust Enrollment Committee member position, and to provide the Oath of Office to the newly appointed Trust Enrollment Committee member at the Oneida Business Committee meeting on 5/23/2018.

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

Regular Trust Enrollment Committee Agenda  
21 March 2018  
Page 4 of 4

**IX. Executive Session**

Dylan Benton motioned to go into Executive Session at 4:45 p.m. Seconded Tracy Metoxen. Motion carried unanimously.

Norbert Hill, Jr. motioned to come out of Executive Session at 5:04 p.m. Seconded Dylan Benton. Motion carried unanimously.

Loretta Metoxen motioned to approve the contract for Carole Liggins as Interim Director of the Trust Enrollment Department. Seconded Dylan Benton. Motion carried unanimously.

Elaine Skenandore-Cornelius motioned to accept the resignation of Carole Liggins as Secretary for the Trust Enrollment Committee. Seconded Loretta Metoxen. Carole Liggins abstains. Motion carried.

**X. Election of Trust Enrollment Committee Secretary**

Norbert Hill, Jr. nominated Elaine Skenandore-Cornelius as Secretary for the Trust Enrollment Committee. Elaine Skenandore-Cornelius accepted.

Loretta Metoxen motioned to close the nominations. Seconded Dylan Benton. Elaine Skenandore-Cornelius abstained. Motion carried.

Elaine Skenandore-Cornelius is new Trust Enrollment Committee Secretary by acclamation.

Question was asked about filling Trust Enrollment Committee vacancy, this will be deferred to next Regular Trust Enrollment Committee meeting.

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

Regular Trust Enrollment Committee Minutes  
24 April 2018  
Page 5 of 6

[REDACTED]

[REDACTED]

[REDACTED]

[REDACTED]

F. [REDACTED]

G. OTEC Vacancy

4-24-18 – Status Update – **Needs Appointment**

Chairwoman Bobbi Webster recommended Debra Danforth to fill the Trust Enrollment Committee vacancy. OBC will then finalize the recommendation.

Vice-Chair Dylan Benton motioned to support Chairwoman Bobbi Webster's recommendation. Seconded Secretary Elaine Skenandore-Cornelius. Motion carried unanimously.

[REDACTED]

[REDACTED]

[REDACTED]



## Oneida Trust/Enrollment Committee Bylaws

### Article I. Authority

1. Name
  - A. The official name of this committee shall be the Oneida Trust/Enrollment Committee.
2. Authority
  - A. By the authority of the Oneida Tribe of Indians of Wisconsin, the Oneida Trust/Enrollment Committee was established by General Tribal Council Resolution 4-28-74 and approved by the Oneida General Tribal Council, and charged with duties and responsibilities as set forth in General Tribal Council Resolution 1-8-77-C and approved by General Tribal Council on 07-02-12.
  - B. The Oneida Membership Ordinance established by General Tribal Council Resolution 7-2-84-A, charged the Oneida Trust/Enrollment Committee with membership duties and responsibilities.
  - C. A Memorandum of Agreement exists between the Oneida Trust/Enrollment Committee and Oneida Business Committee and is amended on an annual basis.
  - D. The Oneida Trust/Enrollment Committee has the authority to hire personnel, including, but not limited to a Trust Director and an Enrollment Director. The hiring of all personnel shall be conducted in accordance with the Tribe's personnel policies and procedures and shall be dependent on available funding.
  - E. The purpose of the Oneida Trust/Enrollment Committee is to
    - 1) administer the Emigrant New York Indian Claims Award Docket 75 Trust Fund known as Elderly Per Capita, Higher Education and General Welfare Trust a/f/k/a/ the Elderly Per Capita Payment Distribution Fund and the Oneida Trust Scholarship Fund;
    - 2) administer the Minors Per Capita Trust Funds;
    - 3) administer the Language Revitalization Fund;
    - 4) administer the Per Capita Endowment Fund and any other trusts which may be created;
    - 5) monitor funds held in the name of the Oneida Tribe of Indians of Wisconsin at the Bureau of Indian Affairs;
    - 6) exercise exclusive control of the investment and collection of principal, interest and investments of all monies deposited in, and income derived from, all Oneida Tribe endowment fund accounts; maintain the official roll of the Oneida Tribe of Indians of Wisconsin;
    - 7) approve new applications for enrollment; and
    - 8) supervise the Oneida Trust and Enrollment Departments.
3. Office
  - A. The official mailing address of the Oneida Trust/Enrollment Committee, the Trust Department, and the Enrollment Department is P.O. Box 365, Oneida, WI 54155.
  - B. The physical address of the Trust Department is 909 Packerland Drive, Green Bay, WI 54303. The physical address of the Enrollment Department is 210 Elm Street, Oneida, Wisconsin 54155. The physical address of each Department is subject to change from time to time with approval of the Oneida Trust/Enrollment

Committee.<sup>1</sup> These changes do not require the approval of the General Tribal Council.

4. Membership

- A. The Oneida Trust/Enrollment Committee shall be composed of nine (9) members, one (1) of whom will be a member of and represent the Oneida Business Committee. Committee members are elected by the Oneida General Tribal Council by casting ballots at the annual Tribal elections.
- B. Qualifications
- 1) To be eligible to run for the Oneida Trust/Enrollment Committee, a candidate shall have the following qualifications:
    - a) Shall be an enrolled Oneida Tribal Member who is eligible to vote in tribal elections.
    - b) Shall live on or near the reservation (within the external boundaries of the Oneida Reservation or in a surrounding community).
    - c) Shall have the ability to honorably protect and uphold the purpose of the Oneida Trust/Enrollment Committee with integrity, diligence and foresight.
    - d) Must be able to obtain a fiduciary bond.
- C. Vacancies, Appointments, Resignations, Suspensions, and Removals
- 1) Vacancies and Appointments
    - a) If any member dies, resigns, is removed, is incapacitated, or is otherwise unable to serve, the Chairperson of the Oneida Trust/Enrollment Committee shall select a candidate who, upon approval of the Oneida Trust/Enrollment Committee and the Oneida Business Committee, shall serve the remainder of the former member's term.
    - b) If, after the annual election, a position on the Oneida Trust/Enrollment Committee remains vacant due to the lack of a sufficient number of qualified candidates in the election, the Chairperson of the Oneida Trust/Enrollment Committee shall select a candidate who, upon approval by the Oneida Trust/Enrollment Committee and the Oneida Business Committee, shall serve as if elected in the annual election.
  - 2) Resignation
    - a) A resignation shall be submitted in writing at any regular Oneida Trust/Enrollment Committee meeting.
  - 3) Attendance
    - a) Attendance at Oneida Trust/Enrollment Committee meetings is critical for the ongoing operation and growth of each department. The Oneida Trust/Enrollment Committee has high expectations when it comes to attendance; therefore, attendance will be closely monitored. Failure to attend meetings on a regular basis or missing three consecutive meeting without prior notification will prompt the Oneida Trust/Enrollment Committee

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<sup>1</sup> The Oneida Trust/Enrollment Committee will honor the community's desire to keep the Enrollment Department within central Oneida.

to add the attendance issue to the agenda for discussion and possible action.

- D. Challenged Elections
  - 1) In the event of a challenged election, all Oneida Trust/Enrollment Committee members holding positions prior to the election shall remain members of the Oneida Trust/Enrollment Committee until the election dispute is resolved.
- E. Subcommittees
  - 1) A subcommittee may be appointed by the Chairperson of the Oneida Trust/Enrollment Committee to carry out specific duties, when deemed necessary. The subcommittee shall serve until the duties with which this subcommittee has been charged are completed, and a report has been accepted by the Oneida Trust/Enrollment Committee. Upon dissolution the respective department administrative assistants are responsible for materials to be filed or destroyed.

## Article II. Officers

- 1. Officer Selection Process
  - A. Officers shall be elected by the Oneida Trust/Enrollment Committee at the first Regular monthly meeting following the final result of a valid annual election of Oneida Trust/Enrollment Committee positions, will take office, and serve a one (1) year term.
  - B. If an officer position is vacated, an interim election shall be held by the Oneida Trust/Enrollment Committee to fill the office for the balance of the year.
  - C. Any Oneida Trust/Enrollment Committee member nominated for an office as defined in Article II of these bylaws may communicate acceptance of such nomination via correspondence, which may include electronic communications such as email and facsimile and written correspondence.
  - D. Any nomination for an officer position defined in Article II can be made only by an Oneida Trust/Enrollment Committee member who is physically present at a duly called meeting of the Oneida Trust/Enrollment Committee.
- 2. Positions
  - A. Chairperson
    - 1) The Chairperson presides at meetings, appoints committees, oversees all Oneida Trust/Enrollment Committee activities, schedules Special meetings, and supervises the Directors of both the Enrollment and Trust Departments. The Chair shall invite input from Committee members for evaluations.
    - 2) The Chairperson of the Oneida Trust/Enrollment Committee shall serve as an ex-officio member of all established subcommittees.
  - B. Vice-Chairperson
    - 1) The Vice-Chairperson acts with the same authority as the Chairperson in the absence of the Chairperson.
  - C. Secretary
    - 1) The Secretary is responsible for correspondence and minutes of all meetings.
    - 2) In the absence of the Chairperson and Vice-Chairperson, to the Secretary may call the meeting to order and preside until the immediate election of a

Chair Pro Tem.

### **Article III. Committee Duties**

1. The duties of the Oneida Trust/Enrollment Committee include, but are not limited to the following:
  - A. Complete the Oneida Trust/Enrollment Committee Confidentiality Statement and the Non-Disclosure Agreement. At the commencement of taking office, new members shall complete the forms and provide the completed forms to the Trust Director. Upon submission of forms to the Trust Director the member shall have the authority to vote and or receive a stipend payment.
  - B. Provide direction to the Oneida Trust and Enrollment Departments. The Directors of the Trust and Enrollment Departments are responsible to the Oneida Trust/Enrollment Committee, and under the immediate supervision of the Chairperson of the Oneida Trust/Enrollment Committee, or his or her designee. The Enrollment Director and the Trust Director shall comply with all directives of the Oneida Trust/Enrollment Committee and cooperate with the members and representatives of the Oneida Trust/Enrollment Committee.
  - C. Report to the Oneida General Tribal Council semiannually.
  - D. Develop policy relating to the trust funds and enrollment for adoption by the Oneida Trust/Enrollment Committee and/or the Oneida General Tribal Council.
  - E. Oversee Trust Fund distributions.
  - F. Participate in continuing training including orientation, board training and workshops pertaining to investing, fiduciary, Administrative Procedures Act and general knowledge of the policies and procedures of the Oneida Tribe of Indians of Wisconsin. Members of the Committee will also be familiar with the various trust and departmental guidelines and standard operating procedures.
  - G. Carry out all enrollment duties as prescribed in the Membership Ordinance and any subsequent enrollment laws.
  - H. Conduct oversight on Trust Fund investment activity, provide due diligence in all matters relating to the Trust, and maintain fiduciary responsibility in management of the funds in accordance with the requirements of the Oneida Trust Agreements.

### **Article IV. Meetings**

1. Regular Meetings
  - A. The Oneida Trust/Enrollment Committee will meet the first (1st) Tuesday of each month for Enrollments, and the fourth (4th) Tuesday of each month for the Trust. Time and place of meetings shall be established by the Oneida Trust/Enrollment Committee.
2. Emergency/Special Meetings
  - A. The Chairperson may call Emergency/Special meetings. There shall be a minimum of 24 hour verbal notice to all Committee members of any emergency and/or special meeting.
3. Agenda and Meeting Materials
  - A. The Chairperson shall approve the agenda.
  - B. Notice of meeting location, agenda, and materials shall be forwarded to the Committee members by the Enrollment Department or the Trust Department, depending on the subject matter of the meeting.
4. Quorums

- A. A majority of the Oneida Trust/Enrollment Committee shall constitute a quorum. If a quorum is not present within 15 minutes of the announced meeting time, the meeting will be declared dismissed.
- 5. Parliamentary Procedure
  - A. All meetings shall be conducted in accordance with the rules contained in the current edition of ROBERT'S RULES OF ORDER, in all cases to which they are applicable, unless they are inconsistent with these Bylaws and/or any special rules of order the Oneida Trust/Enrollment Committee may adopt.
- 6. Order of Business
  - A. The regular meetings of the Oneida Trust/Enrollment Committee shall follow the order of business as set out herein:
    - 1) Call Meeting to Order
    - 2) Approve Agenda
    - 3) Approve Minutes
    - 4) Attorney Business
    - 5) Old Business
    - 6) New Business
    - 7) Other Business
    - 8) Adjournment
  - B. The emergency/special meetings of the Oneida Trust/Enrollment Committee shall follow the order of business as set by the Chairperson.
- 7. Voting
  - A. Voting shall be in accordance with the simple majority vote of the Committee members present at a duly called meeting.
  - B. The Chairperson may not vote except in the event of a tie.
  - C. Each Oneida Trust/Enrollment Committee member shall have one (1) vote.
  - D. Conflicts of Interest
    - 1) In cases where a conflict of interest exists, a Committee member shall recuse themselves from an action, or the Oneida Trust/Enrollment Committee can vote by a majority of the quorum present to exclude a Committee member they believe has a conflict.
- 8. Stipends
  - A. Meetings
    - 1) A Committee member is eligible to receive a stipend if a quorum has been established in accordance with Article IV 4.
    - 2) A Committee member's stipend is \$75 for attending meetings, regular or special, at least one (1) hour regardless of the length of the meeting.
    - 3) The Chairperson must supervise the departments' directors, which requires additional work. The Chairperson's stipend is \$100 for attending meetings, regular or special, at least one (1) hour regardless of the length of the meeting.
  - B. Conferences and Training
    - 1) Reimbursement for conferences and training shall be in accordance with the Comprehensive Policy Governing Boards, Committees and Commissions, Article XI, 11-6, 11-7 and 11-8.

## Article V. Reporting

- 1. General

- A. The Oneida Trust/Enrollment Committee will report to the Oneida General Tribal Council semiannually.
2. Format
  - A. Agenda items shall be in an identified format.
3. Minutes
  - A. Minutes shall be typed and in a consistent format designed to generate the most informative record of the meetings of the Oneida Trust/Enrollment Committee.
  - B. The Oneida Trust Department will provide copies of minutes of the Oneida Trust/Enrollment Committee meetings pertaining to the Trust to the Secretary of the Oneida Business Committee within a reasonable time after approval by the Oneida Trust/Enrollment Committee.
  - C. The Oneida Enrollment Department will provide copies of minutes of the Oneida Trust/Enrollment Committee meetings pertaining to Enrollments to the Secretary of the Oneida Business Committee within a reasonable time after approval by the Oneida Trust/Enrollment Committee.
  - D. All copies of minutes will be stamped confidential and held by the Tribal Secretary in a sensitive documents area of tribal records.
  - E. Original minutes of the Oneida Trust/Enrollment Committee meetings will be stamped confidential and held by each respective department in a sensitive documents area.
4. Attachments
  - A. Handouts, reports, memoranda, and the like shall be attached to the original minutes and agenda.

#### **Article VI. Amendments**

1. At the first regular meeting following certification of election results, a review of these Bylaws will be conducted in order to determine that they are current.
2. The Oneida Trust/Enrollment Committee, upon written notice, may at any of its Regular meetings, by majority vote of voting members, present, adopt, amend, or repeal any or all of the Bylaws provided that the amendment or repeal has been submitted in writing at the previous regular monthly meeting.
3. All amendments are subject to subsequent approval by the Oneida General Tribal Council.

Approved by Oneida Trust/Enrollment Committee:

February 28, 2012

Approved by General Tribal Council:

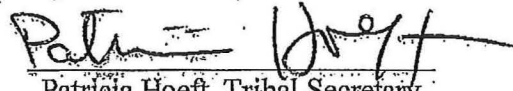
July 2, 2012

## CERTIFICATION

I, the undersigned, as Chairperson of the Oneida Trust/Enrollment Committee, hereby certify that the Bylaws, as amended and revised, were adopted by the Oneida Trust/Enrollment Committee on the 28 day of February, 2012.

  
Carole Liggins, Chairperson  
Oneida Trust/Enrollment Committee

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida General Tribal Council, in session with a quorum of 15/26 members present, at a meeting duly called, noticed and held on the 2nd day of July, 2012; that the foregoing bylaws were duly adopted at such meeting by a two-thirds vote of those present and that said bylaws have not been amended in any way.

  
Patricia Hoefft, Tribal Secretary  
Oneida Business Committee

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Appoint two (2) applicants to the Anna John Resident Centered Care Community Board.

**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: Brooke Doxtator, BCC Supervisor  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Laura Laitinen-Warren  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.



## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

Two (2) vacancies were posted for the Anna John Resident Centered Care Community Board to complete terms ending July 31, 2019.

The application deadline was April 13, 2018 and three (3) applications were received for the following applicants:

Carol Elm  
Valerie Groleau  
Kristina Metoxen

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

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Appoint four (4) applicants to the Environmental Resource Board.

**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: Brooke Doxtator, BCC Supervisor  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Laura Laitinen-Warren, Senior Advisor  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

Four (4) vacancies were posted for the Environmental Resource Board; two (2) to complete terms ending September 30, 2019 and two (2) to complete terms ending September 30, 2021.

The application deadline was April 13, 2018 and five (5) applications were received for the following applicants:

Gerald Jordan  
Richard Baird  
Jameson Wilson  
Nicole Steeber  
Tom Oudenhoven

- 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](mailto:BC_Agenda_Requests@oneidation.org)

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Appoint one (1) applicant to the Oneida Pow Wow Committee.

**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: Brooke Doxtator, BCC Supervisor  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Laura Laitinen-Warren  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

One (1) vacancy was posted for the Oneida Pow Wow Committee, to complete a term ending February 28, 2021.

The application deadline was April 13, 2018 and one (1) application was received for the following individual.

Shannon Metoxen

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](mailto:BC_Agenda_Requests@oneidation.org)

## Oneida Business Committee Agenda Request

**1. Meeting Date Requested:** 05 / 23 / 18

### 2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

01) Request a motion to accept the GTC Legal Resource Center Report and approve the request to create two job descriptions: Legal Office Administrator and Executive Assistant for the FY '19 triennial budget cycle.

02) Request a motion to send the attorney position to the Law, Finance, Legislative Reference and Direct Report Offices for legal, financial, legislative, and administrative analysis.

### 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:

Wesley Martin Jr., Advocate/GTC Legal Resource Center

Your Name, Title / Dept. or Tribal Member

Additional Requestor:

Tsyoslake House JD., Advocate/GTC Legal Resource Center

Name, Title / Dept.

Additional Requestor:

Chad Wilson, Project Manager/ERB

Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

The purpose of this memo is to request and update the OBC on the needs of staffing for the GTC Legal Resource center and to provide alternative ideas to the open GTC Attorney position.

#### Requested Actions:

- 1) Accept the GTC Legal Resource Center update report
- 2) Approve the creation of Legal Office Administrator job description for the FY '19 triennial budget cycle
- 3) Approve the creation of Executive Assistant job description for the FY '19 triennial budget cycle
- 4) Send the vacant attorney position to the Law, Finance, Legislative Reference, and Direct Report Offices for legal, financial, legislative, and administrative analysis.

1) Save a copy of this form for your records.

2) Print this form as a \*.pdf *OR* print and scan this form in as \*.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** \*.pdf file to: [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org)



## MEMO

**To:** Oneida Business Committee (OBC)  
**From:** Wesley Martin Jr., Advocate/GTC Legal Resource Center; Tsyoslake House JD,  
Advocate/GTC Legal Resource Center  
**Date:** 05/10/18  
**Re:** GTC Legal Resource Center: Attorney Idea & Staffing Needs with Justification

The purpose of this memo is to request and update the OBC on the needs of staffing for GTC Legal Resource Center (GTC LRC) and to provide alternative ideas to the open GTC Attorney position.

The GTC LRC Advocates recommend that the GTC Attorney position be independent of the primary office. We foresee there being conflicts within the office. There are two potential conflicts:

1. Advocates represent the Attorney
  - a. The GTC LRC Advocates may render services to the GTC Attorney if a Tribal Member and/or employee file a complaint and/or case against the GTC Attorney.
2. Advocates represent a Tribal Member or Employee
  - a. There is potential for the opposite to occur where GTC LRC Advocates may render services to a Tribal Member or employee against the GTC Attorney.

The definition of what the attorney's functions and purpose need to be clarified. It is our interpretation the attorney would perform primarily parliamentary functions. We recommend the GTC Attorney position have a feasibility study completed to include, how many hours and wages expensed based upon time engaged in GTC work related matters. We recommend changing the position from fulltime exempt to part-time contracted hourly; we considered having the position as receiving a retainer for duties performed but that would not be cost effective as it would be similar as an exempt position. We believe the feasibility study will show this position is truly not a fulltime position. That parliamentary functions are not needed on a daily basis. The supervision has been taken out of the job description by the OBC and we placed those duties both managerial and operational into a Legal Office Administrator job description, which is pending a wage assignment from the Human Resource Department.



## GTC Legal Resource Center

The Legal Office Administrator position summary is: accomplish the General Tribal Council's Legal Resource Center's objectives by planning, organizing, and supervising all functions required to maintain departmental activities and services. Provide statistical analyses of operations and management. Development of amendments and regulations as it pertains to the GTC Legal Resource Center legislation. Act as the liaison to the General Tribal Council, Oneida Business Committee, local, state, and federal entities.

The Executive Assistant job description is currently being developed. The job duties will include supporting the administrator, help triage cases before they are presented to the advocates for review; this will help to maintain confidentiality and protect an individual's right to due process. Additional duties are to maintain the master calendar, e-mail, database, case files, preform research, and front reception duties; these are not a full list of duties but rather what are the basic needs of the position at this time.

Please see the attached organizational chart.

We have met with all branches of the Oneida Judiciary in relation to pro se cases; each branch reports that in approximately 95% of cases individuals do not have any representation. We foresee most of our cases coming from Family Court. In FY '17 the Family Court preformed an average of 40.25 hearings per month. 38.24 hearings were pro se cases; a pro se case is where the individual has no representation. That equates to 76.48 individuals or 38.24 cases for each advocate because each hearing has two parties that may need to be represented by our office. Please see the attached comprehensive court case statistics provided by the Oneida Judiciary via their website. We are currently not staffed to service this many hearings and will be keeping a database of request for services. That information will be utilized when requesting additional advocates in the future.

We are asking that the OBC to support and approve our request to create two job descriptions called the Legal Office Administrator and Executive Assistant-GTC LRC for the FY '19 triannual budget.

Thank you for your consideration.

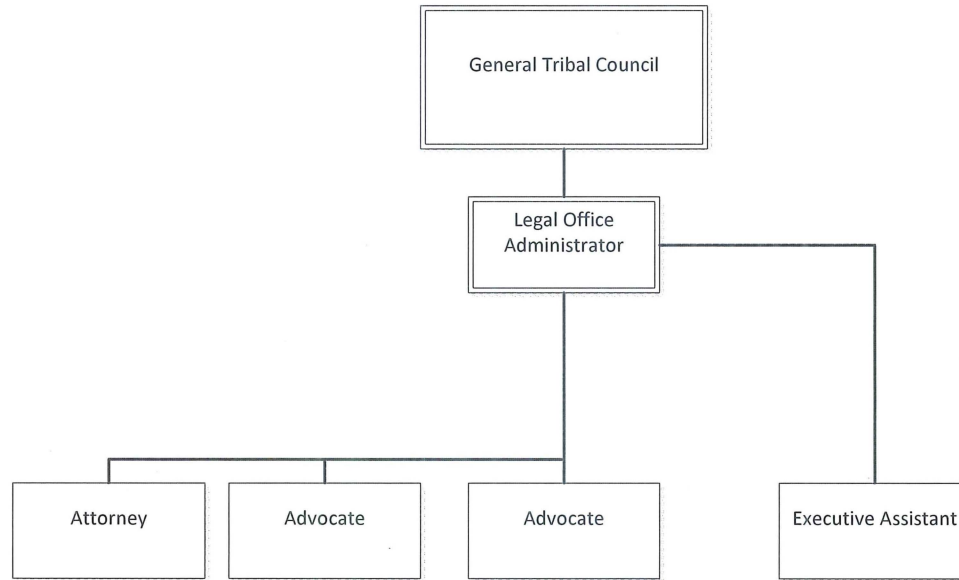
Sincerely,

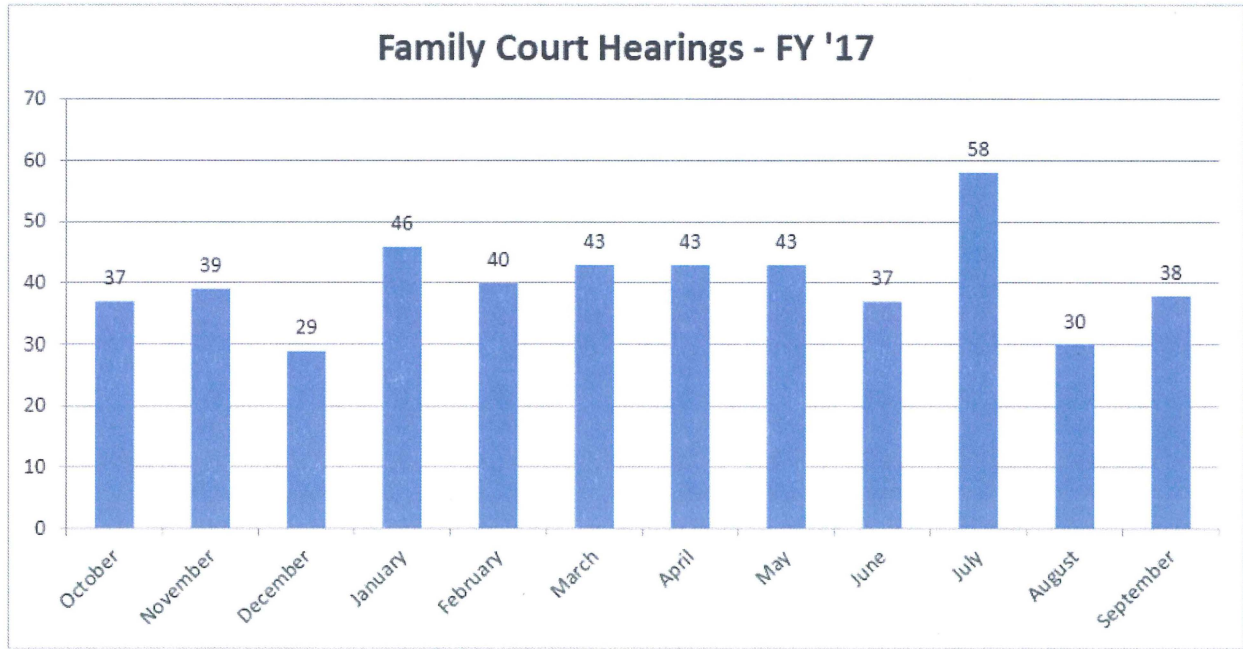


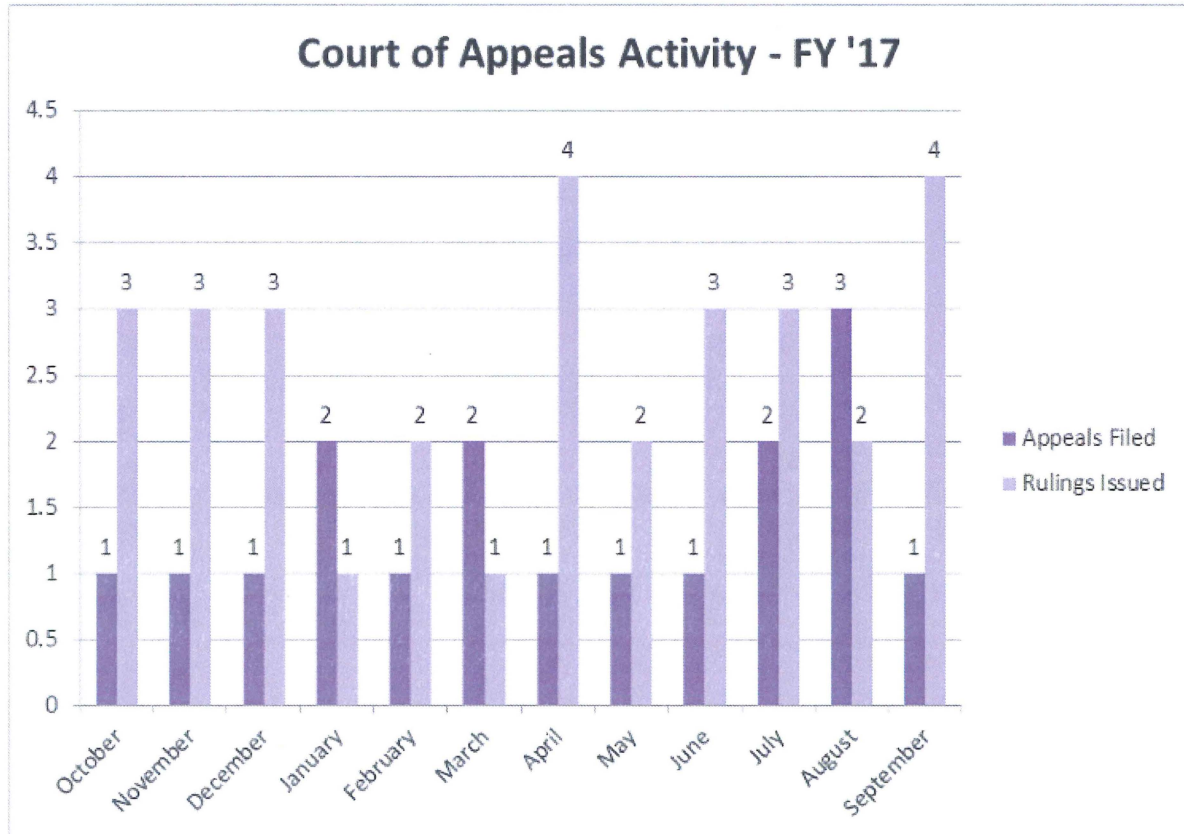
Wesley Martin Jr., Advocate/GTC Legal Resource Center

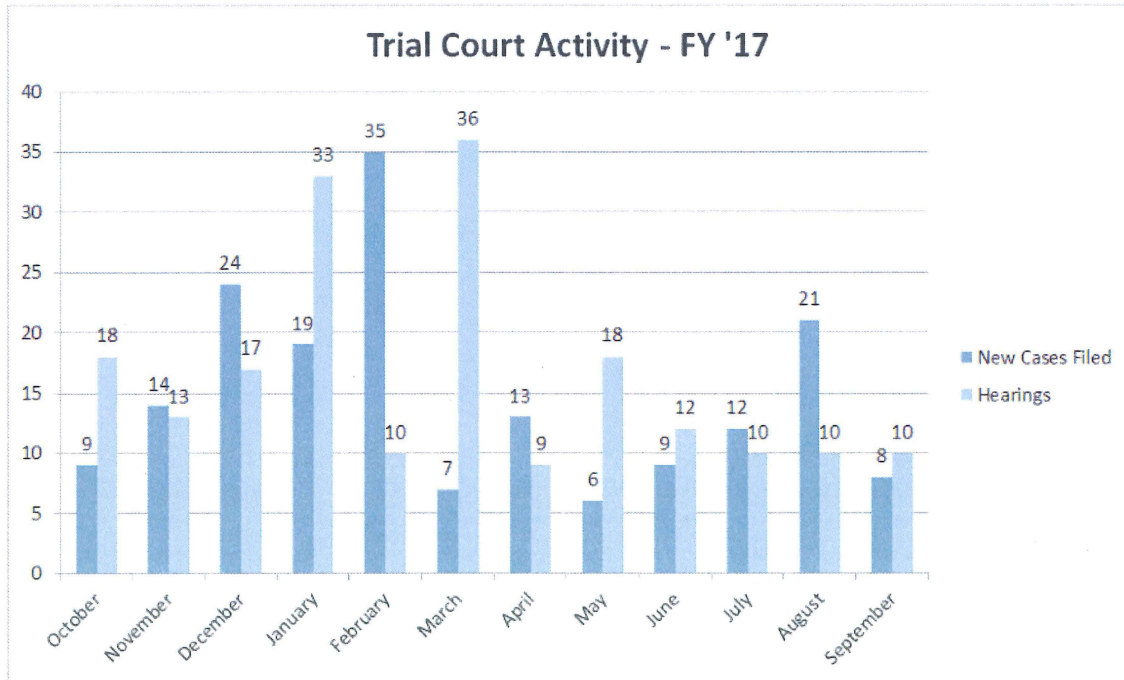


Tsyoslake House JD., Advocate/GTC Legal Resource Center

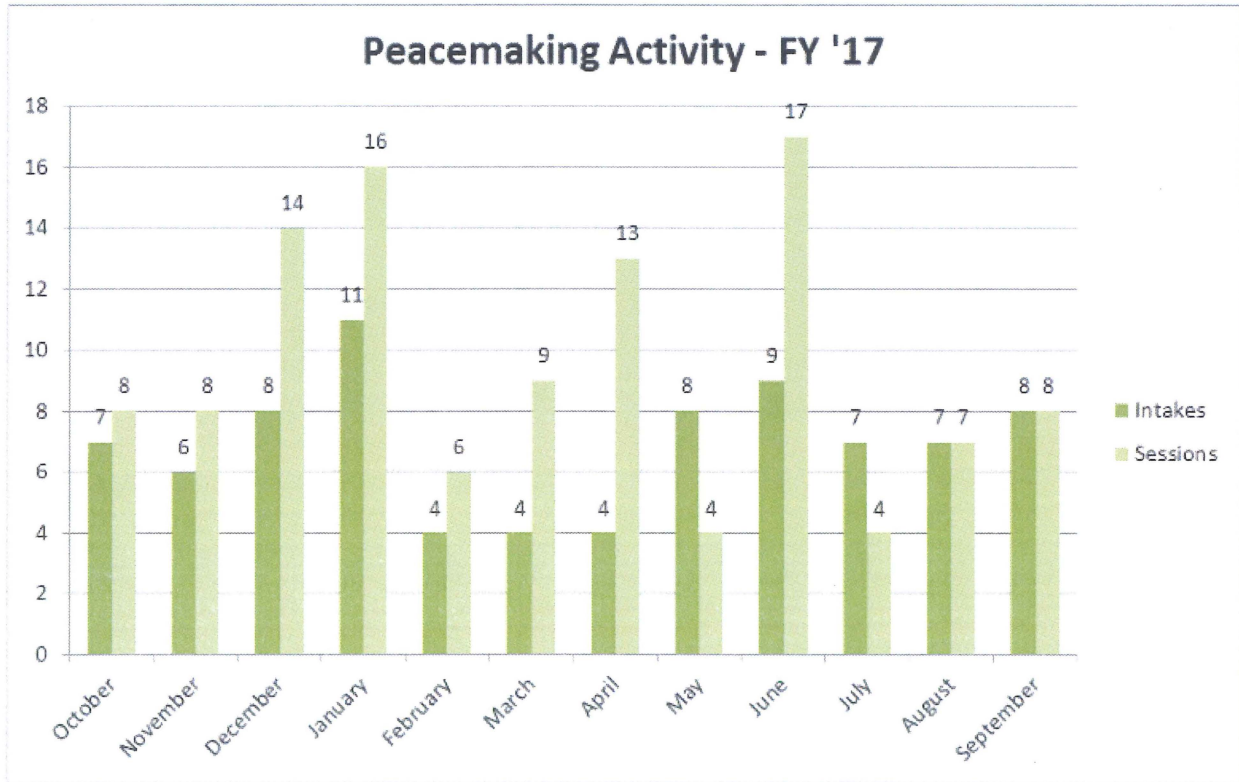








These numbers represent: Trial, Small Claims, Tribal Debt and Garnishments



### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

2. General Information:

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

Agenda Header:

Accept as Information only

Action - please describe:

Make decision to approve trade-back for cash based upon the fiscal assessment of the Nation

3. Supporting Materials

Report  Resolution  Contract

Other:

1.

3.

2.

4.

Business Committee signature required

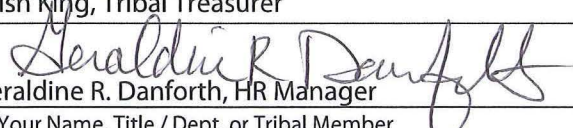
4. Budget Information

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

5. Submission

Authorized Sponsor / Liaison:

Primary Requestor:



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:

Personnel Polices and Procedures state that the OBC shall analyze the fiscal conditions to determine whether employees may trade back personal and/or vacation hours for cash during the fiscal year and determine if the trade back will occur one time a year or on a quarterly basis.

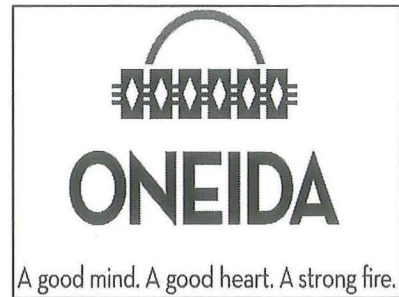
1) Save a copy of this form for your records.

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Human Resources Department  
Administration  
Mailing Address: P.O. Box 365  
Oneida, WI 54155  
Phone: 920-490-7900  
Fax: 920-496-7490



**MEMO:**

TO: Oneida Business Committee  
FROM: Geraldine R. Danforth, HR Area Manager  
DATE: May 15, 2018  
RE: Annual and Quarterly Trade Back for Cash for FY2019

In accordance with the Personnel Policies and Procedures, the Oneida Business Committee shall analyze the fiscal condition of the Nation to determine if Trade back for Cash will occur the next fiscal year.

Section IV A. 5. n., it states:

- n. Each fiscal year, the Oneida Business Committee shall analyze fiscal conditions to determine whether employees may trade back personal and/or vacation hours for cash that fiscal year.
- 1) *If the Oneida Business Committee approves trade-back for cash, they shall also determine whether (a) and/or (b) applies:*
    - a) *All employees will have the opportunity to trade back hours one time that year.*
      - i) *By August 15, each employee who has accumulated 24 hours or more of vacation and/or personal days may opt to trade in his/her hours for cash.*
      - ii) *Employees will receive their trade back on or before September 30 of that year.*
    - b) *Only those employees who are unable to utilize their personal and/or vacation time due to working conditions, such as a shortage in staffing, as determined by the HRD Manager or designee, will have the opportunity to trade back hours on a quarterly basis.*

I am respectfully requesting your decision of approval or denial of:

- a. The Annual Trade Back for Cash for Tribal Employees for FY2019 and
- b. The Quarterly Trade Back for Cash designed for employees who are unable to use their personal and/or vacation time due to working conditions such as shortage in staffing, etc.

Upon approval or denial of the Annual Trade Back for Cash and the Quarterly Trade Back for Cash, HR will notify the employee base of the Oneida Business Committee's decision.

Thank you.

**Human Resources Department  
Banked and Vacation/Personal Hours Report  
1-May-18**

Area	No. of Emps	Vacation Hours	Vacation Payout	Personal Hours	Personal Payout	Donated Hours	Donated Payout	Total Hours	Total Payout		EE @ Max	EE with 250-279 hrs
<b>BC</b>	96	6,525.59	\$189,540	3,908.89	\$114,861	29.50	\$451.35	<b>10,463.98</b>	<b>\$304,853.03</b>	3.53%	1	9
<b>CED</b>	23	2,029.92	\$64,593	1,293.86	\$39,718	0.00	\$0.00	<b>3,323.78</b>	<b>\$104,311.37</b>	0.85%	0	4
<b>CFO</b>	59	4,470.00	\$141,585	3,193.08	\$98,296	16.00	\$605.44	<b>7,679.08</b>	<b>\$240,486.38</b>	2.17%	0	5
<b>C Housing</b>	40	3,283.74	\$73,150	1,245.51	\$26,502	10.00	\$164.70	<b>4,539.25</b>	<b>\$99,816.39</b>	1.47%	2	1
<b>COS</b>	407	20,431.88	\$443,751	21,652.10	\$490,222	173.50	\$2,868.40	<b>42,257.48</b>	<b>\$936,841.41</b>	14.98%	6	29
<b>GAMING</b>	1,057	51,158.60	\$937,410	35,297.97	\$644,510	124.75	\$2,637.87	<b>86,581.32</b>	<b>\$1,584,557.45</b>	38.90%	3	36
<b>Gen Mgr</b>	1,035	67,200.19	\$1,718,008	40,092.50	\$1,077,122	260.75	\$4,005.07	<b>107,553.44</b>	<b>\$2,799,135.16</b>	38.09%	16	82
	2,717	155,099.92	\$3,568,038	106,683.91	\$2,491,230	614.50	\$10,732.83	<b>262,398.33</b>	<b>\$6,070,001</b>	100.00%	28	166
		59.11%		40.66%		0.23%		100%				

This chart represents the type of hours broken down by each division.

COS: OPD, Tribal School, Appeals and Internal Audit, etc

BC: BC, Internal Audit, Human Resources, Law Office, etc

**Employee Vacation and Personal Time Accruals  
For the Period of April 30, 2018  
FY 18**

	Sep-14	Sep-15	Sep-16	Sep-17	Oct-17	Nov-17	Dec-17	Jan-18	Feb-18	Mar-18	Apr-18	####
<b>Total EE's</b>	2608	2623	2,639	2683	2680	2652	2724	2716	2726	2719	2717	
<b>Total Hours</b>	260,572	263,529	264,422	255,165	257,237	263,077	267,908	270,326	268,680	269,584	262,398	
<b>Total Payout</b>	\$5,271,854	\$5,412,394	\$5,793,148	\$5,782,351	\$5,933,056	\$6,039,674	\$6,172,289	\$6,194,156	\$6,168,498	\$6,185,739	\$6,070,001	
<b>No. of EE's @ Max</b>	29	30	42	19	24	40	45	50	42	43	28	
<b>280 Hours</b>	\$202,833	\$261,496	\$331,728	\$183,315	\$201,918	\$343,894	\$447,552	\$333,503	\$326,549	\$387,188	\$235,360	

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve wage/compensation guidelines for FY 19 - FY 22 budget development

**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: Brian A. Doxtator - Executive Assistant to Tribal Treasurer  
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:

In accordance with Chapter 121, "Budget Management and Control" Twahwistatye?nitha?:

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

Requested Motion:

Approve wage/compensation guidelines for FY 19 - FY 22 budget development.

- 1) Save a copy of this form for your records.
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## MEMO

TO: Oneida Business Committee  
FROM: Larry Barton, CFO *L. Barton*  
Geraldine R. Danforth, HR Area Manager *G. Danforth*  
DATE: May 14, 2018  
RE: Employee Wage Adjustment Options – FY19, FY20, FY21

Taking into consideration industry benchmarks such as CPI, SHRM, Economic Research and the recent GTC wage increase petition, the following wage adjustments are recommended:

### FY19

\$.85 wage adjustment

Forecasted fiscal impact is \$5,575,000

### FY20

\$.50 wage adjustment

Forecasted fiscal impact is \$3,195,614

### FY21

\$.50 wage adjustment

Forecasted fiscal impact is \$3,195,614

### Criteria:

1. The following classification of employees are eligible for an organizational wide salary or wage adjustment as approved by GTC through a petition or through the Tribal Budget Approval Process:
  - a. Existing regular status employees: Part-time, Half-time, and Full-time, who have one year of service by October 1, 2018.
  - b. Political Appointments and Elected or Appointed Boards, Committees, or Commission members on payroll.
  - c. Interim positions, Limited-Term, Additional duties, or modified duty.
  
2. The following classification of employees **are not eligible** for an organizational wide salary or wage adjustment as approved by GTC through a petition or through the Tribal Budget Approval Process:
  - a. Employee who have been employed for less than one (1) consecutive year from the effective date of the salary or wage adjustment.
  - b. Casino Dealers. Increases have been included some years and not included in other. **Recommendation to include a lump sum payment.**
  - c. Probationary employees, including new hires, re-hire, transfers and job reassignments and have less than one year of continuous service.

- d. Contracted employees: The contract language must be applicable to Tribal-Wide increases.
  - e. Temporary status: Emergency Temporary, Sub-Relief, Youth Workers, Adult Experience Workers, and Student Interns.
3. Employees at or above the maximum of their pay grade will receive the wage adjustment in the form of a **lump-sum payment**. Full time: \$1768.00, Half-time: \$1,325.56, Part-time: \$838.56

All compensation, including lump-sum payments are subject to applicable taxes.

**Minimum wage recommendation for budgeting purposes:** The current federal minimum wage is \$7.25. The Oneida Nation in 2017 implemented the minimum wage of \$10.10 per hour. Departments with positions who are hard to fill may establish a minimum wage as long as the wage offer is within the minimum and maximum of the current grade and has approval of HR Area Manager. Directors need to take into consideration the wages of the current staff and impact of the future wage offers.

Final recommendation is to have the increase start with the effective date of Sunday, September 30, 2018 to incorporate a full pay-period. Programming is easier when processing a full week versus a partial week.

Yaw^ko

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Accept the travel report to the 1st Annual Anishinaabe Hemp Conference in Callaway, MN February 28-March 2, 2018.

**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:

Requested Motion:

Accept the travel report from Councilman Daniel Guzman for the 1st Annual Anishinaabe Hemp Conference in Callaway, MN February 28 - March 2, 2018.

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# BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Daniel Guzman King  
 Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Travel Event: 1<sup>st</sup> Annual Anishinaabe Hemp Conference

Travel Location: Callaway, MN

Departure Date: 02/28/2018      Return Date: 03/02/2018

Projected Cost: \$671.99      Actual Cost: \$671.99

Date Travel was Approved by OBC: 02/02/2018

### Narrative/Background:

Winona LaDuke hosted the 1<sup>st</sup> Annual Anishinaabe Hemp Conference in Callaway, MN.

Overall, this conference was a great opportunity to learn what other Tribal Nations were doing in the hemp industry and a lot of networking to gain contact with other Nations, entrepreneurs, seed sources and farmers.

Local and regional hemp experts were on hand to discuss how hemp could contribute to the tribal economies and the varying laws & regulations that apply to the industry.

The conference planners intend on have this conference as an annual event. Our team of experts and our pilot project team would benefit from attending future conferences to learn and share our knowledge gained in the industry.

### Item(s) Requiring Attention:

Continued monitoring of the Federal Farm Bill and push to include legislation for tribal nations, as well as State authorizations for Hemp rules and regulations as it relates to Indian Country.

**Requested Action:**

Accept the travel report.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve Councilman Daniel Guzman's travel report for the 1st Annual WI Hemp Expo in Milwaukee, WI on March 9, 2018.

**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:

Requested Action:

Approve Councilman Daniel Guzman's travel report for the 1st Annual WI Hemp Expo in Milwaukee, WI on March 9, 2018.

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# BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Daniel Guzman King  
 Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Travel Event: 1<sup>st</sup> Annual WI Hemp Expo

Travel Location: Milwaukee, WI

Departure Date: 03/09/2018      Return Date: 03/10/2018

Projected Cost: \$0      Actual Cost: \$0

Date Travel was Approved by OBC: 01/10/2018

## Narrative/Background:

The State of WI held the 1<sup>st</sup> Annual WI Hemp Expo in Milwaukee, WI at Serb Hall.

The expo was very telling on where Wisconsin citizens stand in regards to their desire and readiness to reenter the hemp industry and expand it within the State. It was eye opening to learn how many WI based companies were positioning themselves and/or already doing business in the hemp industry. The demand for hemp products was also overwhelmingly apparent.

The State of WI seemed to be poised and ready to rebuild this industry as well.

Also, OCIFS had an informational booth at the Expo.

The WI Tribes should consider banding together to provide the entire network, from growing, production and distribution to gain a foothold in this market and enhance our tribal economies.

## Item(s) Requiring Attention:

None

**Requested Action:**  
Accept Report.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve Councilman Daniel Guzman's travel report for the Region 5 Tribal Operations Committee meeting in New Buffalo, MI April 24 - 26, 2018.

**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:

Requested Action:

Approve Councilman Daniel Guzman's travel report for the Region 5 Tribal Operations Committee meeting in New Buffalo, MI April 24 - 26, 2018

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# BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Daniel Guzman King  
 Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Travel Event: Region 5 Tribal Operations Committee Meeting

Travel Location: New Buffalo, MI

Departure Date: 04/24/2018      Return Date: 04/26/2018

Projected Cost: \$510      Actual Cost: \$393.10

Date Travel was Approved by OBC: 03/28/2018

## Narrative/Background:

The Region 5 Tribal Operations Committee (RTOC) is composed of representatives from Region 5 Tribes/Nations located in the States of Wisconsin, Minnesota and Michigan. The RTOC is co-chaired by the Region 5 EPA Administrator, Cathy Stepp and the Tribal Secretary of the Pokaogon Band of Potawatomi, Mark Parrish.

The Tribes/Nations met prior to the RTOC meeting to discuss environmental issues of mutual interest and prepare to discuss those issues with the Region 5 U.S. EPA Administrator and agency heads on April 25<sup>th</sup>. The following issues were discussed.

1. This RTOC meeting was specifically scheduled to work around the Region 5 Administrator's schedule, and unfortunately the Regional Administrator was not present at this meeting due to being ill. The Tribes were very disappointed, and decided that this meeting would not be an RTOC meeting but rather a tribal staff/EPA staff meeting. Thus, the Tribes decided to continue to prepare for discussions with the EPA staff.
2. Tribal Success stories – Oneida Environmental presented on our Underground Storage tank program, stream restoration project and solar project.
3. Communication – Oneida presented the issue of needing improved communications between organized groups like WiStem, National Tribal Caucus (NTC), RTOC and other partnerships.

Although the Regional Administrator was not in attendance, the meeting continued with the Region 5 agency heads and the following issues were discussed.

1. Building capacity & Tribal Success stories - – Oneida Environmental presented on our Underground Storage tank program, stream restoration project and solar project.
2. Foxconn – requested an update on where EPA stands on the Foxconn project and its potential impacts to the environment
3. EPA National Tribal Caucus (NTC) issues
  - a. The NTC is comprised of one representative from all 12 of the Regional Tribal Operations Committee. Issues from the RTOC's are funneled up to NTC and vice versa.
  - b. Consultation Policy – effective consultation has not occurred and the NTC is addressing this issue at a national level.
  - c. Tribal Program Authorization Applications – at least 7 tribal applications for regulatory program authorizations under the Clean Water Act and/or Safe Drinking Water act have been processed and submitted to the Administrator for approval, which according to the regulations should take 90 days. There has been no action taken other than assigning another special transition team to review them. The NTC is requesting that the AIEO office coordinate between program managers and senior EPA management to ensure timely approval of tribal applications.
  - d. General Assistance Grant – grant was enacted 25 years ago for the express purpose of providing grant funds to Tribes and Tribal consortia to support tribal efforts to plan for, develop and establish environmental programs, and to develop and implement solid & hazardous waste programs. The strength of GAP is the flexibility provided to Indian Tribes to plan and develop a reservation specific approach to environmental protection, consistent with tribally-identified environmental priorities. The Office of Inspector General identified the need for EPA to undertake certain steps to ensure the continuing success of the GAP program and in 2017 none of those recommended steps have occurred. Instead, the AIEO has required additional burdensome administrative procedures for Tribes that do not meet the requirements spelled out by the internal review including a mechanism to track and report the results of GAP.
4. Accelerated Environmental Review and permitting/authorization of major infrastructure projects – The EPA informed the Tribes that this was a national “hot issue.” The EPA is collaborating with the Council on Environmental Quality, the Office Management and Budget, and other federal agencies to develop a plan to accelerate environmental review and permitting/authorization of major infrastructure projects (i.e bridges, highways, pipelines, energy projects, ports, airports, etc.), per Executive Order 13087. The Executive order is requiring federal action to complete the process within 2 years on average, using a single EIS to meet the needs of all affected agencies, agreed to time tables, early and ongoing coordination, escalation of disputes, transparency and accountability all while complying with all relevant laws and yet be defensible. The current median time is 3.7 years and will apply to federal permits and approvals (including those delegated to States, Tribes and local governments).

Funding for travel was provided by the Environmental Department's GAP grant.

**Item(s) Requiring Attention:**

Environmental Department continuing to monitor the issues presented in the report.

**Requested Action:**

Motion to accept the travel report.

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Accept Travel Report for David Jordan, NAFOA Conference, April 22-25, 2018, New Orleans, LA

**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: Leyne Orosco, Executive Assistant  
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 the Business Committee accept my travel report for the NAFOA Conference held on April 22-25, 2018 in New Orleans, LA.

I had a family emergency which prevented me from attending this conference and I had to cancel the trip.

Airfare was \$460.60, of which \$200.00 was a penalty for cancelling, so a credit still exists in the amount of \$260.60.

The hotel was prepaid and non-refundable. However, the hotel was called directly and the manager agreed to cancel the reservation and give me a credit of \$499.62, which can be used at a future date.

The registration fee of \$500.00 was not refundable, however, it can be used as a credit for next year's conference.

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### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve Councilman Daniel Guzman's travel report for the 2018 Tribal Environmental Program Management Conference in Chicago, IL March 19-22, 2018.

**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:

Requested Action:

Approve Councilman Daniel Guzman's travel report for the 2018 Tribal Environmental Program Management Conference in Chicago, IL March 19-22, 2018.

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# BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Daniel Guzman King  
 Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Enter name(s) of other Travelers OR [SPACE BAR] to delete

Travel Event: U.S. EPA Tribal Environmental Conference

Travel Location: Chicago, IL

Departure Date: 03/19/2018      Return Date: 03/22/2018

Projected Cost: \$967      Actual Cost: \$796.84

Date Travel was Approved by OBC: 02/28/2018

## Narrative/Background:

The U.S. Environmental Protection Agency hosted the 2018 Tribal Environmental Program Management Conference. As the co-liaison to Environmental and the Environmental Resources Board, I attended in an effort to educate myself on the current issues the Tribes and EPA are discussing, as well as network with tribal and EPA officials.

During the open session of discussion with Region 5 EPA staff, I brought forward the following issues;

1. Foxconn permits - I requested an update on the status of the permits. No one was able to respond to my request for an update, but 2 hours later, EPA issued a statement that stated they were going to be reviewing the Foxconn permits.
2. Pipeline (line 3) going through Upper Minnesota into Wisconsin - I requested a status update from EPA staff. No one was able to provide that update.

I have attached the TEMM agenda along with the end of the conference report done by EPA staff.

Travel was paid for from Environmental's GAP grant.



**Item(s) Requiring Attention:**

None

**Requested Action:**

Approve the travel report.

## 2018 Tribal Environmental Program Management Conference

# Conference Agenda

U.S. Environmental Protection Agency  
(EPA) Region 5 - 12<sup>th</sup> Floor  
Ralph Metcalfe Building • 77 West  
Jackson Blvd., Chicago, IL 60604

**March 19 - 22, 2018**

<i>Room Name:</i>	<i>Media Area:</i>
Lake Superior	AIR
Illinois	LAND (Brownfields, Toxics and Waste)
Huron	MULTI-MEDIA
Lake Michigan Room	WATER
Computer Room A	WATER DIVISION
Computer Room B	LAND & CHEMICALS DIVISION

MONDAY, March 19, 2018

8:00am - 4:00pm	<b>Water Division field trip- Deer Grove Cook County Forest Preserve</b>
9:30am - 11:00am	<b>Brownfields 104(k) Competitive Grants w/ Kansas State University Technical Assistance for Brownfields (TAB) (Lake Michigan Room)</b>
11:00am - 12:00pm	<b>Brownfields 128(a) Administrative Procedures Review (Lake Michigan Room)</b>
12:00pm - 1:00pm	Lunch Break <b>“Tribal Participation in E-Enterprise”</b> Brownbag (Lake Ontario Room) (12:30pm – 1:00pm, bring your lunch) Alan Melcer, Regional E-Enterprise Coordinator (Land & Chemicals Division)
1:00pm - 4:00pm	<b><u>Overview of Tribal Governments in Region 5</u></b> (Illinois Room) Grand Portage Band: Vallen Cook Red Cliff Band: Linda Nguyen Pokagon Band: Mark Parrish
4:00pm	Adjourn

TUESDAY, March 20, 2018

8:00 am – 9:00 am	On-Site Registration (12 <sup>th</sup> Floor Reception Area)			
9:00am – 9:45am	<b>Welcome and Introductions</b> Edward (Ed) Chu, Acting Deputy Regional Administrator (Lake Michigan Room)			
9:45am – 10:45am	<b>Tribal Stories; Successes &amp; Lessons Learned (Oneida (2), Lower Sioux, St. Croix, Fond du Lac)</b> Plenary Session (5-minute SLAM talks with 20 slide format) (Lake Michigan Room)			
10:45am -11:00am	Morning Break/Networking			
11:00am – 11:30pm	Joint session with <u>Multimedia</u> →  1 hr – <b>“Grants Overview”</b> Tina Davis, Dan Samardzich; Tribal & International Affairs Office Avi Lapp, Monika Lacka; Air Division Dan Cozza, Nancy Weber; Water Division	1hr – <b>“Deconstruction                  Projects to Salvage                  Building Materials”</b> Christopher Bedeau; Miigwech Aki Deconstruction, Richard Jackson; White Earth, Susan Vescovi; Land and Chemicals Division	1 hr – <b>“Grants Overview                  of Pre-Award and Post-                  Award Activities with a                  Focus on Advanced                  Monitoring Procedures                  and General Terms and                  Conditions”</b> Tina Davis, Dan Samardzich; Tribal & International Affairs Office Avi Lapp, Monika Lacka; Air Division Dan Cozza, Nancy Weber; Water Division	10 min - <b>“Introduction to a Tribal                  Assessment Report”</b> David Horak; R5 Water Division --- 20 mins – <b>“Clean Water Act 106 guidance                  overview; What’s a Tribal Assessment                  Report/TAR?”</b> Ed Hammer; R5 Water Division
11:30pm – 12:00pm	<div style="text-align: center;"> <b>Monitoring Strategy</b>                       15 mins- <b>“Overview of a Monitoring                      Strategy”</b>                      Mari Nord, Ed Hammer; R5 Water Division                       ---                       15 min- <b>“Tribal example (LVD)”</b>                      Lac Vieux Desert - Beth Schrader and Roger                      Labine                 </div>			
12:00pm – 1:00pm	Lunch Break and (Optional) Water Division brown bag/ meet and greet (Lake Ontario)			

TUESDAY, March 20, 2018

1:00pm - 2:00pm	<p style="text-align: center;"><b>Plenary Session</b> <b>ECO Café</b></p> <p style="text-align: center;">(From the Lobby, take both escalators up to the 3<sup>rd</sup> Floor, GSA Conference Center – Room #311)</p>			
2:00pm - 2:30pm	<p>15 mins – <b>“Welcome R5 Tribes from Air Program Leadership”</b> Ed Nam, Director; Air Division ---</p> <p>15 mins – <b>“View from the Top: HQ Air Update”</b> Pat Childers; EPA Office of Air</p>	<p>30 mins – <b>“New UST Regulations”</b> Mark Restaino; Land and Chemicals Division</p>	<p>30 mins - <b>“Story Maps”</b> Angela Waupochick, Mike Jones; Stockbridge-Munsee Community, Gabrielle VanBergen; Red Cliff, Jason De Vries; Lac Du Flambeau</p>	<p style="text-align: center;"><b><i>Sampling, Data Quality and Data Flow</i></b></p> <p>10 mins – <b>“Overview of Sampling and Data collection”</b> Mari Nord, Ed Hammer Water Division ---</p> <p>10 mins – <b>“Saginaw Chippewa – Calibration”</b> Kellie Henige; Saginaw Chippewa Indian Tribe</p>
2:30pm - 3:00pm	<p>30 mins – <b>“Air Quality Forecasting and Other Topics”</b> Daniel Dix; Minnesota Pollution Control Agency</p>	<p>30 mins – <b>“Proposed Cleanup of OU7 at St. Regis Superfund Site”</b> Jason Helgeson; Leech Lake</p>	<p>30 min - <b>“EPA Wastewater Inspections – What to expect”</b> An overview of EPA’s Compliance Monitoring Program Dean Maraldo, R5 Water Division  (Conference line to be provided)</p>	<p>10 mins – <b>“Oneida – Benthic Sampling Protocols”</b> Jim Snitgen; Oneida Nation ---</p> <p>10 mins – <b>“Little River Band – Fisheries Sampling Protocols”</b> Josh Beaulaurier; Little River Band ---</p> <p>10 mins - <b>“Real-Time Data flow-mapping”</b> Eric Kerney- Nottawaseppi Huron Potawatomi ---</p> <p>10 mins – <b>“Data Flow and Management”</b> Jonathan Burian; Water Division</p>
3:00pm - 3:15pm	Afternoon Break/Networking			

TUESDAY, March 20, 2018

3:15pm -3:45pm	<p>30 mins - "<b>Solar-powered Air Monitoring</b>" Dan Wiggins; Bad River</p> <p>---</p> <p>10 mins – "<b>Solar Feasibility</b>" Deb Dirlam; Lower Sioux</p> <p>---</p>	<p>1 hr- "<b>Back 40 Mine</b>" Douglas Cox; Menominee</p>	<p>30 mins – "<b>TIAO Update/Tribal Liaison Interactive Discussion</b>" Anthony Greenwater, Darrel Harmon, Jennifer Manville, Eloise Mulford; Tribal &amp; International Affairs Office</p>	<p><b>Water Quality Assessment Reports</b></p> <p>20 mins – "<b>Overview of Assessment Report</b>" Mari Nord, Ed Hammer; Water Division</p> <p>---</p> <p>15 mins – "<b>LTBB – Assessment presentation/ tie into 319 applications</b>" Caroline Keson; Little Traverse Bay Bands</p> <p>---</p> <p>15 mins – "<b>Fond du Lac – ATTAINS experience</b>" Kari Hedin; Fond du Lac Band</p> <p>---</p> <p>10 mins – <b>Q&amp;A</b></p>
3:45pm - 4:15pm	<p>5 mins – "<b>200kW for Low Income Energy Assistance Project</b>" Leech Lake</p> <p>---</p> <p>5 mins – "<b>Solar Power: A Tribal Success Story</b>" Forest County</p> <p>---</p> <p>10 mins – <b>Q&amp;A</b></p>		<p>30 mins – "<b>Lead/Copper Rule</b>" Andrea Porter - Rule overview Jan Bartlett – Tribal perspective</p> <p>R5 Ground Water/Drinking Water Branch</p>	
4:15 pm	Adjourn			
4:30 pm	<p>(Optional) <b>Social Mixer</b></p> <p>Location: Franklin Tap, 325 S. Franklin St. (<a href="https://www.franklintap.com/">https://www.franklintap.com/</a>)</p> <p>Go directly to venue or meet Dolly Tong in EPA lobby to walk together as a group, leaving around 4:45 pm</p>			

WEDNESDAY, March 21, 2018

8:00 am – 9:00 am		On-Site Registration (12 <sup>th</sup> Floor Reception Area)			
9:00am- 10:00am		<p style="text-align: center;">Plenary Session  <b>VW Settlement Discussion</b>                  Mehrdad Khatibi; Institute for Tribal Environmental Professionals</p>			
10:00am – 10:15am		Morning Break/Networking			
10:15am – 10:45am	<p>30 mins - <b>"Next Gen Air Sensor Technology"</b>                  Avi Lapp and Marta Fuoco; Air Division</p>	<p>1 hr – <b>"Is Your Waste Management Program Climate Resilient?"</b>                  ---  <b>"Tribal Climate Resilient Waste Management Planning Tool"</b>                  Dolly Tong; Land &amp; Chemicals Division                  ---  <b>"Saginaw Chippewa Tribe's Climate Resilient Waste Management Plan"</b>                  Sally Kniffen &amp; Troy Techlin; Saginaw                  ---  <b>"Waste Management Considerations in Your Tribal Mitigation Plan"</b>                  Christine Meissner; Federal Emergency Management Agency</p>	<p>1hr – <b>"PFAS/ Emerging Contaminants"</b>                  Kim Harris; R5 Water Division</p>		
10:45am -11:15am	<p>30 mins - <b>"IAQ &amp; Casinos Study Update"</b>                  Valen Cook; Grand Portage</p>	<p>30 mins- <b>"Reporting on Some Results of Research on TEPM as a Network"</b>                  Kyle Whyte; Michigan State University                  ---                  20 mins – <b>"Long Term Monitoring for WQ Trends"</b>                  Shane Bowe; Red Lake                  ---                  10 mins – <b>"Regional Monitoring Networks/Tribal Monitoring Networks and Red Lake RMNs (Lakes and Streams)"</b>                  Kayla Bowe; Red Lake</p>			

WEDNESDAY, March 21, 2018

11:15am - 11:45am	1 hr - <b>"Woodstove Changeout Program &amp; EPA's Burn Wise Campaign"</b> Bill Droessler; Environmental Initiative, Carma Huseby; Leech Lake; and Steve Rosenthal; Air Division	1 hr - <b>"Disaster Debris Management Planning"</b> Melissa Kaps; EPA's Office of Resource Conservation & Recovery, Eva Wilson; Federal Emergency Management Agency; Sid Caesar; Bureau of Indian Affairs Emergency Management Program, Christopher Bedeau; Miigwech Aki Deconstruction	1hr – <b>"Lead Module"</b> Amanda Hauff; Office of Chemical Safety and Pollution Prevention, Jeff Mears; Oneida Nation	30 mins – <b>"Using 106 data to develop a NPS 319 program"</b> Janette Marsh; R5 Water Division	
11:45am - 12:15pm				30 mins – <b>"Developing Sustainable Landscapes in Indian Country"</b> - <b>"Prairie Island Indian Community Competitive 319 Grant Projects; Bio-filtration and erosion control"</b> Peggy Obear, Gabe Miller; Prairie Island	
12:15pm - 1:15pm	Lunch Break (Optional) <b>Brown bag Mercury session</b> lead by Fond du Lac (Lake Ontario Room)				
1:15pm - 2:30pm	TRIBAL CAUCUS MEETING (Lake Huron Room)				
2:30pm - 3:30pm	1 hr – <b>"VW Settlement – In Depth"</b> Mehrdad Khatibi; Institute for Tribal Environmental Professionals (ITEP)	1 hr – <b>"Disaster Debris Recovery Database Online Training"</b> Camille Lukey, Lucy Stanfield; Land and Chemicals Division  Location: Computer Room B	1 hr (2hrs total) – <b>"Tribal Working Session: Brownfields EPA Memorandum of Agreement (MOA)"</b>	1 hr- <b>"Overview of FY 2018 – FY 2022 Strategic Plan"</b> Morgan Jencius, Planning and Quality Assurance Group	20 mins- <b>"Carp Removal and Wild Rice restoration"</b> Jeremy Bloomquist; St. Croix --- 20 mins- <b>Long-term monitoring of forested wetland stands in anticipation of emerald ash borer invasion</b> Mike Jones; Stockbridge-Munsee --- 20 mins- <b>"Cemetery Scrape Wetlands Project"</b> Angela Waupochick; Stockbridge-Munsee

WEDNESDAY, March 21, 2018

<p>3:30pm- 4:30pm</p>	<p style="text-align: center;"><b>AIR SOUP</b></p> <p>15 mins – <b>“Oil &amp; Gas Emissions”</b> Nottawaseppi ---</p> <p>20 mins – <b>“Tribal Partnership Opportunities with Environmental Initiative”</b> Bill Droessler; Environmental Initiative ---</p> <p>10 mins – <b>“Air Monitoring Equipment Sharing – Tribe to Tribe”</b></p>	<p>1 hr – <b>“Disaster Debris Recovery Database Online Training”</b> Camille Lukey, Lucy Stanfield; Land and Chemicals Division</p> <p>Location: Computer Room B</p>	<p>1 hr - (continued) – <b>“Tribal Working Session: Brownfields EPA Memorandum of Agreement (MOA)”</b></p>	<p>1 hr - <b>“Overview of the Environmental Justice Program”</b> Alan Walts, Office of Enforcement and Compliance Assurance</p>	<p style="text-align: center;"><b>SLAM Session</b></p> <p>5 mins – <b>“R5 State &amp; Tribal Wetland Mtg Follow Up”</b> Kerryann Weaver; Water Division ---</p> <p>5 mins – <b>“Pro -Boards Communication Forum”</b> Melis Arik; Oneida Nation ---</p> <p>10 mins- <b>“GAP Eligible Water Activities”</b> Tina Davis, Dan Samardzich; Tribal &amp; International Affairs Office ---</p> <p>5 mins – <b>“Aquaponics 101”</b> Melis Arik, Oneida Nation ---</p> <p>30 mins- <b>“Stormwater 101”</b> Brian Bell; R5 Water Division (Dean Maraldo)</p>
<p>4:30 pm</p>	<p>Adjourn</p>				



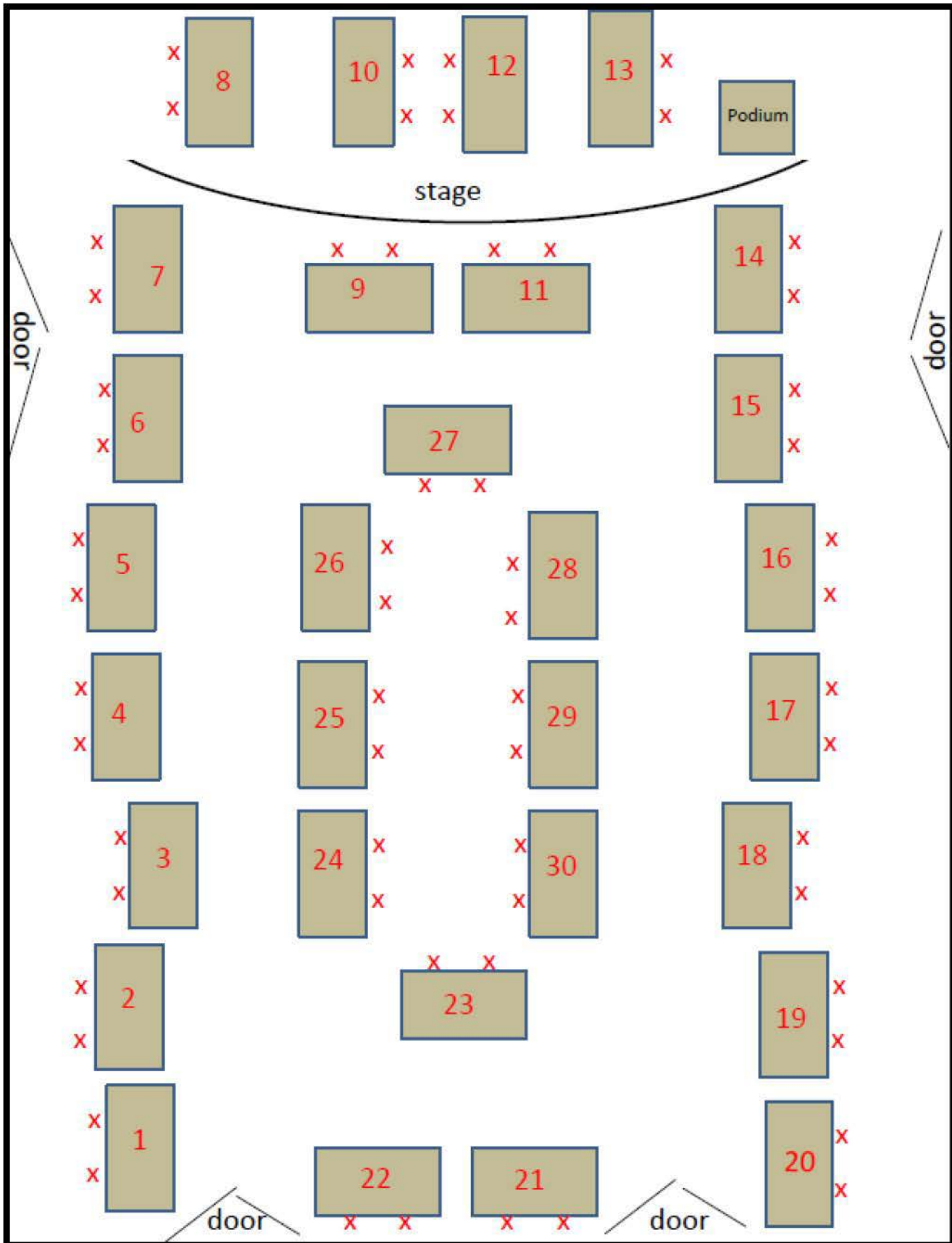
Thursday, March 22, 2018

9:00am - 10:00am	<b>Plenary Session: Waters of the US (WOTUS) Webinar</b> Rose Kwok, EPA, Office of Water (Lake Michigan Room)
10:00am - 11:00am	<b>1hr – “2019 TEPM Conference Planning”</b> Lissa Radke (Bad River), facilitator (Lake Michigan Room)
11:00am - 11:30pm	<b>Plenary - Closing Remarks (Lake Michigan Room)</b> Anthony Greenwater, Director, Tribal & International Affairs Office
11:30 am	Adjourn

### 2018 TEPM; ECO Café

Tuesday, March 20, 2018; 1:00 – 2:00pm

(From the Lobby, take both escalators up to the 3<sup>rd</sup> Floor, GSA Conference Center – Room #311)



**2018 TEPM; ECO Café**  
(List of Exhibitors by Table Number)

Table Number	Exhibitor	Topic
1	Prairie Island	Wild Rice Story Map
2	Little River	Preliminary Fish Community Assessment in Wild Rice Beds
3	EPA's Office of Pollution Prevention	Lead Awareness in Indian Country: Keeping Our Children Healthy
4	Midwest Tribal Energy Resources Association Inc.	Opportunity for Midwest Tribes to Collaborate on Energy Projects
5	Oneida Nation	Water Quality Benefits for rotational grazing vs. row crops
6	Institute for Tribal Environmental Professionals (ITEP)	Volkswagen Settlement and other ITEP information
7	Fond du Lac	ITEP – Communicating Reports
8	Nottawaseppi Huron Band of Potawatomi	NHBP NIBI: Water Map as a Living Water Quality Assessment
9	Leech Lake	LL Guaranteed Energy Savings Program (GESP) & Hazardous Waste Program
10	Oneida	Stream restoration
11	Environmental Initiative	Stove Swap and EI Partnership opportunities
12	Lac du Flambeau	I-Low impact developments boat landing cameras
13	Prairie Island	Floating Wetlands Filter/Circle of Flight
“Podium”	St. Croix	St. Croix Tribal Youth Noxious Weeds Project
14	Lower Sioux	Development of mobile applications with Dakota language components for environmental mgt. and community outreach at Lower Sioux
15	Water Division	EPA Water Division staff and resources
16	Fond du Lac & Stockbridge-Munsee	Wetlands Projects (Wet Program Development Grants)
17	Stockbridge-Munsee	Wetlands Restoration Project & Long-term monitoring of forested wetland stands in anticipation of Emerald Ash Borer invasion
18	Stockbridge-Munsee	Story mapping Demonstration
19	Red Lake	Lake and stream regional monitoring networks (RMN) at Red Lake
20	Shakopee	Water related
21	Tribal & International Affairs Office (TIAO)	EPA TIAO staff and resources
22	Gun Lake	Involving youth in natural resources
23	Minnesota Pollution Control Agency (MPCA)	State of Minnesota Pollution Control Agency staff and resources, Forecasting

24	Fond du Lac	Health impacts, wild rice rules tribal health
25	Fond du Lac	Using Lake Color to Inform Water Quality Assessments on Secchi Depth
26	Pokagon	Highlighting activities and projects completed with EPA funds
27	Land & Chemicals Division	EPA Land & Chemicals Division staff and resources
28	Air Division	EPA Air Division staff and resources
29	Mille Lacs	Mille Lacs water quality long-term trend analysis
30	Region 5 Laboratory	EPA personnel will provide information about the Chicago EPA, Region 5 Lab

**2018 Tribal Environmental Program Management Conference**  
**March 19-22, 2018**

## **Introduction**

The annual Region 5 Tribal Environmental Program Management (TEPM) Conference was held on March 19 – 22, 2018, at the U.S. Environmental Protection Agency (EPA) Region 5 Conference Facilities in Chicago, IL. This conference brought tribal environmental and EPA staff together to present or discuss important environmental issues that affect or may impact tribes within EPA Region 5.

## **Agenda**

This year, the tribes wanted to take a more active role in planning the TEPM Conference. They established a planning committee. EPA Region 5 (Tribal and International Affairs Office (TIAO) and Program Offices) participated in the conference planning with the tribes. Updates were provided at the Region 5 Tribal Caucus calls and the Regional Indian Work Group (RIWG) meetings. The Region 5 Tribal Operations Committee Meeting and Leadership Roundtable were rescheduled to April 25 – 26, 2018, due to Regional Administrator's schedule conflict. This meeting will be held in New Buffalo, MI, and hosted by Pokagon Band of Potawatomi. The Region 5 Tribal Caucus Meeting was still held on Wednesday afternoon. Several new activities were added to this year's agenda; these included a field trip sponsored by the Water Division, SLAM talks, and ECO Café. The final agenda is attached.

## **Conference Amenities**

The conference was held at: EPA Region 5 Conference Facilities on the 12<sup>th</sup> Floor of the Ralph H. Metcalfe Federal Building, 77 West Jackson Blvd., Chicago, IL. Several conference rooms and one computer room were reserved and used on the 12<sup>th</sup> floor. Additionally, a large conference room was reserved with General Services Administration (GSA) on the third floor; this room was used for the ECO Café. All conference rooms have capabilities of internet and phone access; as such, teleconference lines were provided to several tracks and a couple sessions involved webinars. Hotel rooms were reserved at the Club Quarters Hotel (see attached lodging information).

Previous comments have included the burdensome of entering and going in/out during the day through the building security (i.e., personal and property scanning). To alleviate some of these concerns, box lunches were offered to allow attendees additional options to stay in the building.

Also, a new type of food vendor (the POP UP vendor) is now provided on a limited basis on the 2<sup>nd</sup> floor of the building; some attendees took advantage of this for lunches.

## Participant Information

EPA recorded 95 tribal participants (two by phone) for Tuesday and Wednesday of the conference with over 50 tribal participants in Thursday's sessions. Monday's session on *Overview of Tribal Governments* was well-attended by tribal staff. However, attendance in this session by EPA staff was much lower than in previous years. Options for increasing EPA staff participants will be considered. Monday's Brownfields' session had 18 participants. The field trip to Deer Grove Cook County Forest Preserve to observe restoration projects had 22 tribal participants (11 tribes were represented) with nine EPA Region 5 staff and two individuals from EPA Headquarters.

Conference participants represented the following 33 tribes (with two tribes participating by telephone):

Bad River Band	Leech Lake Band	Prairie Island Indian Community
Bay Mills Indian Community	Little River Band of Odawa Indians	Red Cliff Band
Bois Forte Band	Little Traverse Bay Bands	Red Lake Band
Fond du Lac Band	Lower Sioux Indian Community	Saginaw Chippewa Tribe
Forest County Potawatomi	Match-e-be-nash-she-wish Band	Sault Ste. Marie Tribe
Grand Portage Band	Menominee Tribe	Shakopee Mdewakanton Sioux (participated via teleconference)
Ho-Chunk Nation	Mille Lacs Band	Sokaogon Chippewa Community
Keweenaw Bay Indian Community	Minnesota Chippewa Tribe	St. Croix Chippewa
Lac Courte Oreilles Band	Nottawaseppi Huron Potawatomi	Stockbridge Munsee Community
Lac du Flambeau Band	Oneida Nation	Upper Sioux Indian Community (participated via teleconference)
Lac Vieux Desert Band	Pokagon Band of Potawatomi	White Earth Band

In addition to tribal governments, other organizations included: 1854 Treaty Authority, Bureau of Indian Affairs, Environmental Initiative, Federal Emergency Management Agency (FEMA), Institute for Tribal Environmental Professionals, Intertribal Council of Michigan, Midwest Tribal Energy Resource Association, Inc., Mii-Gwech Aki Deconstruction, Minnesota Pollution Control Agency and Michigan State University.

Programs representing EPA Region 5 and Headquarters were:

EPA Region 5

Office of Regional Administrator (ORA)

Tribal and International Affairs Office

Office of Enforcement and Compliance Assurance

Planning and Quality Assurance Office

Air and Radiation Division

Land and Chemical Division

Water Division

Superfund Division

Resource Management Division

EPA Headquarters

Office of Air and Radiation (participated via telephone)

Office of Chemical Safety and Pollution Prevention

Office of Land and Emergency Management

Office of Water

## **2019 TEPM Conference Planning Session**

The session on planning next year's conference was well attended on Thursday (over 50 participants). There was much discussion on the time and location of the conference. The results of this facilitated session included five main topics: 1) Location, 2) Date, 3) Format/topics/sessions, 4) Budget, and 5) Timeline for planning.

### Location

Hosting the conference at a Reservation was considered as an option. After much discussion, a majority decided to keep the 2019 conference in Chicago but to continue investigating the potential for hosting the conference at a Reservation in the future. TIAO has reserved the entire 12<sup>th</sup> Floor and Room 331 on the 3<sup>rd</sup> Floor during the week of Monday, March 18, 2019.

Date

The group agreed that establishing a reoccurring date for the conference will help staff plan and budget for attending. The majority of the group agreed that the third week in March is a good week. So, the 2019 TEPM is set for the week of March 18.

Format/topics/sessions

It was agreed that the format of the agenda can remain the same. The group was interested in expanding the newly added ECO Café to a two-hour or even a half-day event. The group discussed potentially adding wildlife related topics but overwhelmingly decided to keep topics limited to the EPA funding and mission. An interest was expressed to have more involvement by EPA senior management (Division Director level); the idea of a panel of Division Directors providing program updates was raised and received some positive interest.

Budget

During the discussion of potentially moving the conference to a Reservation, a question was raised about the potential of EPA providing funding to support securing conference space, etc. EPA committed to investigating this potential.

Timeline for planning

After receiving feedback from members of the 2018 steering committee, it was decided that a 2019 conference steering committee would be established beginning in November 2018. The group will meet monthly and increase the meeting to bi-weekly as the conference start date gets closer.



## Evaluation

An evaluation form was developed and distributed at the conference. Thirty-one (31) completed evaluation forms were received (the completed forms are attached). The results of these completed evaluation are as follows:

### Meeting Logistics/Arrangements

In 2019, which month(s) of the year should the conference be held?

February: 3

March: 18

April: 13

May: 2

October: 1

Comments:

- March has been nice.
- Mid-April.
- April: March impacts hockey playoffs.
- Before rooms get expensive.
- February or March.
- March or April.
- Any time between September – March
- March was good.
- Early April.
- April /May
- March / April
- March / April
- March/ April

Would you attend the TEPM conference if it was held at an R5 Tribe's Reservation?

Yes: 25 No: 3 Maybe: 1

Comments:

- Yes, but potentially not all staff.
- Yes, preferred.
- No, must have at least an annual opportunity to meet directly with Region 5 staff.
- Yes, preferred.
- Yes, should alternate from tribal host and Chicago.
- Not likely.
- Not likely, I think we would lose a lot moving it out of Chicago.
- Depends on where.

Should the Tribal Highlights and Resources Presentations be continued at the 2019 Conference?

Yes: 24 No: 0

## Comments:

- Now that I've seen what they're like, I would be willing to present.

## Any feedback/suggestions on the conference facilities?

- Food situation was better this year.
- Refreshments.
- Having to continually go through security sucks.
- Coffee & water.
- Enjoy going to downtown Chicago this year.
- Works well
- Please bring back coffee & water. Snacks would be nice too
- WIFI is difficult to set up. Providing WIFI-connected laptops for presentations would be nice
- Please provide coffee. I will pay.
- Coffee : )
- Everything seemed okay again this year.
- I enjoyed Chicago and the ability to meet with EPA staff.
- Remember when you guys had donuts, granola bars and coffee in the mornings? That was awesome! Of course, I loved the constant flow of Girl Scouts' cookies. I really enjoyed the water division brown bags --- I found them relaxing and useful to talk to EPA staff and my counterparts.
- Coffee. Ask tribes to throw in some money.
- No. It will be at a tribe's facilities next year.
- It would be nice to have it at a R5 reservation – hopefully still at a big enough facility to allow for the different tracks to still occur.
- 

**Plenary Sessions**

Which did you attend?

Conference Welcome and Introductions	31/31
Tribal Stories; Successes & Lessons Learned	31/31
ECO Café	29/31
VW Settlement Discussion	25/31
Waters of the US (WOTUS) Webinar	*Note: Most turned in evaluation form prior to this session; there were about 55 people in this session. All six forms turned in at the end of this session had WOTUS checked.

Should any of the above plenary sessions be included on the agenda for the 2019 Conference?

- Eco Café (2hrs), Welcome & Intro w/ topics to discuss, Tribal Stories.
- Eco Café.
- Eco Café, Tribal Stories.
- Tribal Stories; successes & lessons, ECO Café -> More time dedicated to this, Presentations as SLAM sessions were awesome <3.
- The short/rapid success stories should be included again.

- ECO café.
- Eco Café every other year, Tribal stories.
- ECO café was great, could be longer at next TEPM.
- Tribal stories.
- Loved SLAM session w/ tribal stories.
- Tribal stories and Eco Café were great. I also enjoyed presentation (SLAM) and thought effective, perhaps include more. Good agenda and attendance this year, seems like improved effort at conference planning (more tribal involvement?)
- Conference welcome & introductions.
- Tribal Stories.
- ECO café.
- Tribal stories & Eco café.
- Tribal stories, welcome & intro, Eco Café for sure, VW if things are still gray, same with WOTUS.
- Yes; Tribal stories, ECO café.
- Tribal stories, ECO café.
- All except WOTUS.
- Could probably include updates on VW & WOTUS. Definitely include tribal stories! ECO Café was good, could have had it longer or on 2 days.
- Yes, to first three. Update of WOTUS. Maybe project updates on VW mitigation.
- Yes, VW.
- The tribal stories would be good as well as the Eco Café. The Welcoming and Introductions would be good as well. The field trip was good as well.
- Eco Café and Tribal stories.
- Eco Café.
- Welcome, Tribal stories, Eco Café
- Slam sessions, Eco Café
- Yes.
- Tribal stories and WOTUS.

What additional information or issues/topics related to these sessions should be presented?

- More SLAM talks if people volunteer.
- Change/Offer 5 & 10 min. SLAM sessions.
- Longer time scheduled to check out ECO café.
- How to clean up a meth contaminated building, how to use TERO to get tribal labor for projects (Thanks to Dolly for organizing after hours' social time! Thanks for boxed lunches!)
- Assuming 303(d) authority. Implementation of EPA regional WQS.
- Consider and include ceded territory issues also.
- No Radon program this year?
- Continuous Data Monitoring & SOPS, long term Data monitoring methods for winter assessment.
- More SLAM.
- State 404 Assumption authority – lack of State Indian Policy.
- Creating manuals for positions to ensure when there is staff turnover that new employee can pick up where others left off.
- Region wide issues.

- Clean Air Minnesota, more funding opportunities that are available (e.g., Bill Dressler, Environmental Initiative).
- Excellent job.
- The additional information related to the sessions would be good for water sampling. What other methods tribes use to sample.
- Air outreach program.
- A good mix works.
- More tribal success stories.
- This really depends on what changes to WOTIS in the next year.

#### Suggestions for other plenary sessions for the 2019 Conference?

- Ice Breaker games ☺ instead of introductions Once in after breakout session. Doc. sharing session → 319, Water Quality Standards. Recognize those who have worked for tribes for 20+ years.
- Stepp's top three concerns of pollutants in Indian country.
- Regional Administrator should welcome and attend where relevant. Perhaps question/answer/discussion session could be held, maybe after tribal caucus → RTOC?
- I always liked the update from AIEO – HQ.
- A larger follow-up to mercury from the session in 2017. A session about the advancements in air quality forecasting in Minnesota.
- Climate adaptation/vulnerability.
- Resilience-planning/projects.
- Compact council/water withdrawals/Foxconn, changes in NEPA process w/ USFS, AOCs after delisting, Enbridge consent agreement Line 5/Line 3, mussel sampling methods, micro-plastic sampling.
- Really like example 319 projects.
- No.
- SLAMS were great!
- Field trip was awesome! Do another next year! Set aside time for meetings with EPA staff.
- I have to ponder this!
- Water field trip was great, would love to see something like this again.
- I like the idea of discussing current issues.
- Wild Rice topics. Have another field trip next year.
- Make each plenary about a different program – did we hear from Brownfields this time?
- 319 programs/ ideas for isolated reservations with less pollution/ anthropogenic impacts leading to NPS pollution.
- More wildlife related presentations.
- I think it would be helpful to hear from tribes who have WQS to understand how the balance other 106/319 responsibilities with CWA Section 401 certification and anti-degradation decision reviews on a time and resource basis.
- There should be a summary or at least a sentence on what the topics entail if it might not be apparent by the title.

**Break-Out Tracks**

Which track did you primarily attend?

Track 1: Air	6
Track 2: Land (Brownfields, Toxics and Waste)	4
Track 3: Multi-Media	3
Track 4: Water	17
Did not primarily attend one track	1

Suggestions for sessions that should be included in these tracks at the 2019 Conference:

- Computer programs for monitoring/data recording most beneficial downloads for air tracking/modeling.
- Aquatic Invasive Species: prevention, monitoring/detection, control/management.
- Provide more advanced info. on 106/319 programs and reports. Most of the information was basic 101.
- Enjoy all the sessions of planning for emergencies.
- Success/failure stories, projects. A step by step presentation of an example of one tribes 319 program application.
- More on mining impacts (environmental review, permitting, interaction with EPA staff and decision makers).
- More success stories – 5/10 min. presentations. More tribal examples of TAR. Tribal WQS examples/sessions.
- Compact council/water withdrawals/Foxconn, changes in NEPA process w/ USFS, AOCs after delisting, Enbridge consent agreement Line 5/Line 3, mussel sampling methods, micro-plastic sampling.
- All the way it was formatted this year worked. Maybe more of the quick snap short stories. Going on the field trip was great. Another field trip would be great.
- I would like to see more projects from tribes rather than basic, seemed to be very 106 based rather than 319 – would like to see more 319. The multi-media track had good topics, but was a little basic.
- There should be another field day. If TEPM was held on a reservation there could even be separate trips for each track.
- I liked the SLAM sessions. I like EPA presenting on their expectations. It's interesting some tribes have their own TC while others have a TC that oversees 12 tribes.

Suggestions for specific types of training(s) you would like to see offered at the 2019 and future TEPM Conferences:

- Aquatic organism passage (culverts) STAPH E-Coli modeling tool, funding outside AOCs.
- An emissions inventory, level IV training would be nice. Story map training too.
- 303(d) application process and successful examples from tribes.
- Electrofishing, putting together a 106 manual.
- Habitat & macro Invertebrates sampling methods.
- Conflict resolution. How to use EJ funds – examples.

- Data management and analysis. Tips for database setup. Demonstration/training on Water Quality Portal/Water Quality Analysis Tool.
- Clean Water Act 101/training, mining 101: Learn about basic operations, permits, methods for tailings disposal.
- I still would love a training on AirNow Tech in the computer room that goes step by step on how to access data and pull reports. A whole afternoon or morning, maybe a Monday training.
- Aquatic Invasives, Fisheries operations, wild rice as it relates to culture and environment.
- I really enjoyed the field trip. More of these types of sessions would be welcomed.
- Air monitoring tips/tricks – simplifying reporting – most effective strategies – program use tutorials.
- Note: If you have a presenter that is going to read off PowerPoint without showing completed examples, save the time and just give handouts. Also, the term “Indian Country” implies we chose our location. Call them what they are.... reservations.
- More in depth of current issues.
- Statistics, managing continuous data, NPDES Certification.
- Data analyses – tools available to aid in this.
- It would be nice to see more restorations sites. Remediation on wetlands more.
- Statistics – basic on refresher.
- AQWMS training, Continuous water data – management and analysis.
- Sediment sampling.

## Oneida Business Committee Travel Request

**1. OBC Meeting Date Requested:** 05 / 23 / 18  e-poll requested

### 2. General Information:

Event Name: Oneida of the Thames Language Summit

Event Location: Oneidatown, Ontario Attendee(s): Daniel Guzman King

Departure Date: Jun 3, 2018 Attendee(s):

Return Date: Jun 6, 2018 Attendee(s):

### 3. Budget Information:

Funds available in individual travel budget(s)

Unbudgeted

Grant Funded or Reimbursed

Cost Estimate: \$900

### 4. Justification:

Describe the justification of this Travel Request:

The Oneida of the Thames invited all three Oneida communities to attend a language summit. I have been working directly with the Language program, Cultural Heritage program, Governmental Services, and School to develop an infrastructure that works together to realize our ultimate goal of preserving and revitalizing our language and culture. This summit will allow me to learn about the other communities and establish relationships with other language programs in hopes that we can continue to share our resources.

I respectfully request the Business Committee approve the request.

Requested Action: Motion to approve Councilman Daniel Guzman to attend the Oneida of the Thames Language Summit from June 3-6, 2018 in Oneidatown, Ontario.

### 5. Submission

Sponsor: Daniel Guzman King, Councilmember

- 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

**Twatya'taló:lok Khále' Tłtwata'nikulayéste' *Let's Gather and Put Our Minds Together***  
**Oneida Language Conference – June 4 & 5, 2018**

## **Conference Abstract**

### **Location/Duration:**

The Oneida Nation of the Thames/ Oneida Language & Cultural Centre is hosting a two day Oneida Language Conference in Oneidatown Ontario at the Oneida Community Centre, 2017 Ball Park Rd. on Monday June 4<sup>th</sup> and Tuesday June 5<sup>th</sup>, 2018.

### **Conference Theme**

The Conference is entitled: *Putting Our Minds Together* with an overall theme of collaboration by combining our resources to strengthen and sustain our Oneida language. Delegates from Oneida New York and Oneida Wisconsin are expected to attend.

### **Why Conference Now?**

Prime Minister Justin Trudeau announced to the AFN Chiefs in Assembly in December of 2016, his government's intention to develop, in partnership with them, Canada's first Indigenous Languages Act. The Premier of Ontario Kathleen Wynne in the Legislature (May, 2016) has cited a new framework entitled: *Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples* with a commitment of up to \$30 Million dollars over three years in the Indigenous Culture Sector. It may be prudent to position ourselves with a strong revitalization plan should these promises actually come to fruition.

Aside from the promises of the settler government, this conference will give the Oneida people the opportunity to engage in language sustainability planning that is grounded in Oneida ways of knowing and being. The Oneida philosophies and collective intellect are rooted in the language. It will be both an act of empowerment and of healing, to find ways to emancipate our language and culture so that we will thrive again as a healthy Oneida Nation.

### **Draft Conference Agenda**

#### **Day One:**

Welcome the travellers ceremony. The Opening and the Handshake.

Welcoming remarks from Chief Randall Phillips

Short Keynote Address – speaker to be determined.

Each group attending will have opportunities to present an overview of their programming efforts that support Oneida language learning, recovery and stabilization, with 'live' demonstrations and Q & A's.

A hot lunch buffet will be catered.

Afternoon session to continue with presentations and discussion.



Session will wrap up with a turkey dinner and free evening and/OR an option to stay and have a social if anyone wants to jam out.

**Day 2:**

is devoted to issues arising from Day 1 discussions and next steps e.g. resource sharing, planning for a summer language retreat, creating new words together, organizing into a language family commission, apps etc.

Hot lunch buffet provided

Oneida leadership is being asked to participate and present their commitments, their engagement strategies, their expectations, their outcomes and their 'planning metrics'. They are being asked also, how they hope to collaborate/engage and move forward with stakeholders and partners in bringing about an Oneida speaking community. Where do we go from here?

Dismiss at 4:00 pm

**At the end of this second day, *Putting Our Minds Together* Conference attendees will have had the opportunity to:**

- Collaborate on program ideas and networking;
- be aware of what other oneida language groups are working on;
- build a sense of how groups could assist each another;
- establish common goals and practices;
- to arrive at a concensus in the creation of new words.

***Leadership and Guests Invited to Present are:***

*(Invitations are going out to)*

*The Honourable Isadore Day, Chiefs of Ontario, Regional Chief and their Indigenous Language Leads*

*Honourable Mélanie Joly, Minister of Canadian Heritage and her Parliamentary Secretary, the Honourable Arif Virani*

*Honourable Carolyn Bennett, Minister of Indigenous Affairs and Northern Development and her Parliamentary Secretary who is taking the lead on the Indigenous Languages Act.*

*Ontario Government: Ministry of Education's Indigenous Education Secretariate, leads on "The Journey Together" framework, (May 2016) and the Liberal Promise of Actions to support Ontario Indigenous Languages.*

*Oneida Clan Mothers*

*Grand Chief Joel Abram, Association of Iroquois & Allied Indians*

*Chief Randall Phillips, Oneida Nation of the Thames Elected Council*

*Karen Sandy, Six Nations Language Commissioner.*

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

2. General Information:

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

Travel Request OBC Special Project Funds

Agenda Header: New Business

Accept as Information only

Action - please describe:

Approve the travel of 3 employees from the Language department to attend the Oneida of the Thames Language conference using the BC Special Projects budget with use of a Tribal vehicle or rental vehicle for transportation.

3. Supporting Materials

Report  Resolution  Contract

Other:

1. Conference Abstract

3. Sample Travel Authorization Request

2.

4.

Business Committee signature required

4. Budget Information

Budgeted - Tribal Contribution  Budgeted - Grant Funded  Unbudgeted

5. Submission

Authorized Sponsor / Liaison: Tehassi Hill, Chairman

Primary Requestor/Submitter: Laura Laitinen-Warren, Senior Policy Advisor, BC 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:

**Purpose:**

This language gathering aligns with the Business Committees Broad goal of Advancing Onkash Principles with the desired outcome to increase access to Oneida language in order to grow the number of language teachers, speakers, and learners.

**Background/History:**

Our relatives from the Oneida Nation of the Thames have been coming to help our Oneida Nation for decades to assist in language and culture revitalization efforts. This is an opportunity to continue to build relationships and to continue our learning and experience of our language and culture with other Oneida Nations.

There is a new generation of Oneida citizens from both communities becoming speakers of our language. They need to meet and figure out how to help each other the same way our more experienced generation did decades before.

Department: Oneida Language Department

Event: Oneida Language Conference

Event Destination: Southwold, Ontario, Canada

Event Date: June 4-June 5, 2018

Travel Dates: June 3 & June 6, 2018

Estimated Cost per Person: \$926

Transportation: Rental vehicle or tribal vehicle

**Benefits anticipated:**

- Strengthen our sovereignty as the Oneida Nation.
- Our language learners and teachers will gain knowledge and experience in proven teaching language teaching methods.
- The gathering will provide for more ideas and knowledge surrounding programming within the school and community.

**Action Requested:** Approve the travel of 3 employees from the Language department to attend the Oneida of the Thames Language conference using the BC Special Projects budget with use of a Tribal vehicle or rental vehicle for transportation.

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 TRIBE OF INDIANS OF WISCONSIN  
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	[REDACTED]		
Please list name as it appears on Traveler's Driver's License or WI State ID			
Employee #	[REDACTED]	Date of Birth	
Destination			
Departure date	June 3, 2018	Return date	June 6, 2018
Purpose of travel	Oneida Language Summit		
Charged GL Account			

GSA Rate Information for the destination

Per Diem rate per day	\$ 94. <sup>00</sup>	Lodging rate per day	\$ 115. <sup>00</sup>
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Cost Estimate Information

Description	Rate	Factor	Days/ Miles	Total
Per Diem initial travel date	\$94. <sup>00</sup>	75 %		\$ 70. <sup>50</sup>
Per Diem full day at destination	\$94. <sup>00</sup>	100 %		\$ 188. <sup>00</sup>
Per Diem return travel date	\$94. <sup>00</sup>	75 %		\$ 70. <sup>50</sup>
Subtract included meals				\$
Lodging including room rate plus taxes	\$ 107. <sup>34</sup>		3	\$ 322. <sup>03</sup>
Airfare, Tolls	\$			\$ 25. <sup>00</sup> est
Private Car Mileage	\$			\$ 250. <sup>00</sup> est
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
<b>Total Cost Estimate</b>				\$ 926. <sup>03</sup> est.

\$329.<sup>00</sup>  
275.<sup>00</sup>

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			
Program Director			Not needed

**Twatya'taló:lok Khále' Tłtwata'nikulayéste' *Let's Gather and Put Our Minds Together***  
**Oneida Language Conference – June 4 & 5, 2018**

## **Conference Abstract**

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### **Conference Theme**

The Conference is entitled: *Putting Our Minds Together* with an overall theme of collaboration by combining our resources to strengthen and sustain our Oneida language. Delegates from Oneida New York and Oneida Wisconsin are expected to attend.

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Prime Minister Justin Trudeau announced to the AFN Chiefs in Assembly in December of 2016, his government's intention to develop, in partnership with them, Canada's first Indigenous Languages Act. The Premier of Ontario Kathleen Wynne in the Legislature (May, 2016) has cited a new framework entitled: *Journey Together: Ontario's Commitment to Reconciliation with Indigenous Peoples* with a commitment of up to \$30 Million dollars over three years in the Indigenous Culture Sector. It may be prudent to position ourselves with a strong revitalization plan should these promises actually come to fruition.

Aside from the promises of the settler government, this conference will give the Oneida people the opportunity to engage in language sustainability planning that is grounded in Oneida ways of knowing and being. The Oneida philosophies and collective intellect are rooted in the language. It will be both an act of empowerment and of healing, to find ways to emancipate our language and culture so that we will thrive again as a healthy Oneida Nation.

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Oneida leadership is being asked to participate and present their commitments, their engagement strategies, their expectations, their outcomes and their 'planning metrics'. They are being asked also, how they hope to collaborate/engage and move forward with stakeholders and partners in bringing about an Oneida speaking community. Where do we go from here?

Dismiss at 4:00 pm

**At the end of this second day, *Putting Our Minds Together* Conference attendees will have had the opportunity to:**

- Collaborate on program ideas and networking;
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***Leadership and Guests Invited to Present are:***

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*Honourable Mélanie Joly, Minister of Canadian Heritage and her Parliamentary Secretary, the Honourable Arif Virani*

*Honourable Carolyn Bennett, Minister of Indigenous Affairs and Northern Development and her Parliamentary Secretary who is taking the lead on the Indigenous Languages Act.*

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*Oneida Clan Mothers*

*Grand Chief Joel Abram, Association of Iroquois & Allied Indians*

*Chief Randall Phillips, Oneida Nation of the Thames Elected Council*

*Karen Sandy, Six Nations Language Commissioner.*

## Oneida Business Committee Agenda Request

**1. Meeting Date Requested:** 05 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

Approve to send up to ten (10) individuals (not yet determined) to Oneida Language Conference in Southwold, ON June 4-5, 2018 with funding from Cultural Heritage and BC Special Events.

**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: Kristine Hill, Interim Cultural Heritage Area Manager  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.



Oneida Language & Cultural Centre,  
Oneida Nation of the Thames  
2207 Elm Ave. Southwold, ON N0L2G0 Tel: 519-652-6227



Twatya'taló:lok khále' Tłtwatł'nikulayéste'  
~ Let's Gather and Put Our Minds Together ~

## Oneida Language Conference 2018

June 4th - 5th, 2018  
Oneida Community Centre  
2017 Ballpark Road, Southwold, ON

### Tentative Agenda

#### DAY 1

- 8:00-9:00am** Cleaning Off the Travellers ceremony (outside at fire)
- 9:00am** Opening  
Greetings from Council, historical overview of conference, presentation to Linguist Karin Michelson
- 9:30am** Keynote Address by Tom Porter-coming together with good mind to save language.
- 10:30am** Nutrition break-coffee & Indian cookies
- 10:45am** Speakers Forum – creating new words, consensus on new words
- 12:00pm** Hot Lunch-lasagna, caesar salad, roll & dessert
- 1:00pm** Glimpses of Oneida Life - Karin Michelson
- 1:40pm** Sharing lessons/methods groups from WI, NY and ON
- 2:15pm** Nutrition break
- 2:30pm** Sharing demonstrations continue
- 5:00pm** Supper - Turkey Dinner
- Free Evening*

#### DAY 2

- 9:00am** Coffee, muffins, Language Resource Sale
- 9:30am** Presentation by Iakwahwatsiratatie Language Nest, Kahnawake
- 10:15am** Nutrition break
- 10:30am** OSL Presentation – animation film and Marsha.
- 11:00am** Speakers Forum (ongoing lounge area)
- 12:00pm** Hot Lunch
- 1:00pm** Creating directory of services – making connections for future planning
- 3:00pm** Closing







Oneida Language & Cultural Centre,  
Oneida Nation of the Thames  
2207 Elm Ave. Southwold, ON N0L2G0 Tel: 519-652-6227



Twatya'taló:lok khále' Tłtwatł'nikulayéste'  
~ Let's Gather and Put Our Minds Together ~

## Oneida Language Conference 2018

June 4th - 5th, 2018  
Oneida Community Centre  
2017 Ballpark road  
Southwold, ON



### Participant Registration

Name:	
Organization/Community:	
Full Address:	
Phone:	Email:

- Full Registration - \$50 (registration fee will be used to provide the mother-tongue speakers with an honorarium for the two days)

#### Payment Options: (select one)

 Cash

 Purchase Order

 Online\*

\*Please contact us to get information for online payment through paypal.

#### Accommodations:

Best Western plus Stoneridge Inn - 6675 Burtwistle Lane, London ,ON

Room block rate is available until May 13th. Mention "Oneida" when booking

Guests may access the room block immediately by contacting the hotel directly locally at 519-652-6022 or toll free at 1-888-471-2378. They may also use the link below to electronically access the rooms and rates. This link will be active 180 days prior to arrival:

[https://www.bestwestern.com/en\\_US/book/hotel-rooms.66085.html?groupId=K91QT9W4](https://www.bestwestern.com/en_US/book/hotel-rooms.66085.html?groupId=K91QT9W4)

Email completed registration forms to [darelyn.doxtator@oneida.on.ca](mailto:darelyn.doxtator@oneida.on.ca)

# ONEIDA NATION OF THE THAMES

ADMINISTRATION OFFICE  
2212 ELM AVENUE, RR #2  
SOUTHWOLD, ONTARIO  
N0L 2G0

TELEPHONE: (519) 652-3244

FAX: (519) 652-9287

April 13, 2018

CEO Ray Halbritter  
5218 Patrick Rd.  
Verona NY 13478  
U.S.A.

Re: Twatya'taló:lok Khále' Tɔtwatɔ'nikulayéste' Let's Gather and Put Our  
Minds Together, Oneida Language Conference, June 4 & 5, 2018

Dear Mr. Halbritter:

Shekoli Swakwe:ku. I hope that this letter finds you in good spirit and health.

On behalf of the elected Council, I would like to invite you and other leadership, as well as, any other Nation staff and members who work in or are interested in the revitalization of the Oneida language to participate in our upcoming Oneida language conference planned for June 4<sup>th</sup> and 5<sup>th</sup> at the Oneida Community Centre here in Oneida Nation of the Thames, Southwold, Ontario.

We last hosted this conference in the spring of 2000. Over the years prior to this, many of our speakers and language workers and teachers used to gather to share best practices and do networking and create new words together. Since your letter of September 2016, where you had asked everyone to consider working together again to save our language, discussions were sparked between some front line language technicians from Wisconsin, New York and Oneida. While we understand that New York hopes to hold an April conference and Wisconsin is planning a May conference, we are going ahead with our initial plans to hold the conference here so that our elderly speakers will not have to travel the long distance to either New York or Wisconsin.

The Oneida Nation of the Thames hopes that you will accept our invitation to attend this very important gathering.

If you have any questions, please call Oneida Language & Cultural Centre Director, Mary Elijah [mary.elijah@oneida.on.ca](mailto:mary.elijah@oneida.on.ca), as she is the lead organizer of this conference on behalf of Council and she may be in touch with your language departments with further details.

Sincerely,



Elected Chief Randall Phillips  
Oneida Nation of the Thames

“People of the Standing Stone”

# ONEIDA NATION OF THE THAMES

ADMINISTRATION OFFICE  
2212 ELM AVENUE, RR #2  
SOUTHWOLD, ONTARIO  
N0L 2G0

TELEPHONE: (519) 652-3244

FAX: (519) 652-9287

April 13, 2018

Chairman Tehassi Hasi Hill  
N7210 Seminary Rd.  
Oneida, Wisconsin 45155  
U.S.A.

**Re: Twatya'taló:lok Khále' TATwata'nikulayéste' Let's Gather and Put Our  
Minds Together, Oneida Language Conference, June 4 & 5, 2018**

Dear Mr. Hill:

Shekoli Swakwe:ku. I hope that this letter finds you in good spirit and health.

On behalf of the elected Council, I would like to invite you and other leadership, as well as, any other Nation staff and members who work in or are interested in the revitalization of the Oneida language to participate in our upcoming Oneida language conference planned for June 4<sup>th</sup> and 5<sup>th</sup> at the Oneida Community Centre here in Oneida Nation of the Thames, Southwold, Ontario.

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Sincerely,



Elected Chief Randall Phillips  
Oneida Nation of the Thames

“People of the Standing Stone”

### Oneida Business Committee Agenda Request

1. Meeting Date Requested: 5 / 23 / 18

**2. General Information:**

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

Agenda Header:

Accept as Information only

Action - please describe:

APPROVE TRAVEL REQUEST FOR 5 STAFF FROM THE GAMING COMPLIANCE DEPARTMENT, TRAVEL TO MILWAUKEE, WI ON JUNE 11 & 12TH TO ATTEND THE FOREST COUNTY POTAWATOMI GAMING COMMISSION CONFERENCE. THE CASINO IS CLOSED THESE TWO DAYS, SO THIS IS A GREAT OPPORTUNITY FOR THE ENTIRE DEPARTMENT TO MEET WITH THE FORST COUNTY POTAWATOMI GAMING COMMISSION.

**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: LORNA G SKENANDORE, AGM/SUPPORT GAMING ADMINISTRATION  
Your Name, Title / Dept. or Tribal Member

Additional Requestor: Pat Moore, Executive Assistant to Lorna, Gaming Administration  
Name, Title / Dept.

Additional Requestor: \_\_\_\_\_  
Name, Title / Dept.

## Oneida Business Committee Agenda Request

### 6. Cover Memo:

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

We are requesting to send our Compliance Department employees to Milwaukee to meet with the Forest County Potawatomi Gaming Commission. This is an excellent opportunity to meet first hand with this organization and get updates and share information that will be beneficial to the Compliance Department and our Gaming Division. Employees that will be attending are: Derrick King, Donna J. Smith, Marina Martiroyan, Ryan Northway and Kateri Smith.

1) Save a copy of this form for your records.

2) Print this form as a \*.pdf OR print and scan this form in as \*.pdf.

3) E-mail this form and all supporting materials in a **SINGLE** \*.pdf file to: [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org)



## *Forest County Potawatomi Gaming Commission*

### Agenda

WGEMA Campus – Dream Catcher Conference Room

Monday, June 11, 2018

- 9:00 a.m. Welcome and Introductions
- 9:30 a.m. Duties and Responsibilities of the Compliance Division  
(Tina Vallejo and Gary Rauch)  
TITO – kiosks (Tina Vallejo and Gary Rauch)  
Grievance Process (Gary Rauch)
- 10:30 a.m. Break
- 10:45 a.m. eSports (Billy David, Chris Deno, Stephen Maldonado, and  
Willie Vaccaro)
- 12:30 p.m. Lunch
- 1:45 p.m. Skill-based standards/Tribal Alliance (James Schreiber)
- 3:00 p.m. Questions
- 3:30 p.m. Closing

Potawatomi Hotel Casino-Training Room

Tuesday, June 12, 2018

- 8:30 a.m. Pai Gow demo (Willie Vaccaro)
- 10:30 a.m. Closing Remarks

#### **XIV. GENERAL TRIBAL COUNCIL**

*This section of the agenda contains 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/gtcportal/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](mailto:TribalSecretary@oneidanation.org). Thank you.*

**V. EXECUTIVE SESSION**

*This section of the agenda contains items held in executive session pursuant to the Open Records and Open Meetings Law.*