

# Oneida Business Committee



**Executive Session**  
**8:30 AM Tuesday, October 25, 2022**  
**Virtual Meeting – Microsoft Teams**

**Regular Meeting**  
**8:30 AM Wednesday, October 26, 2022**  
**BC Conference Room, 2nd floor, Norbert Hill Center**

## Agenda

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*Meeting agenda is available here: [oneida-nsn.gov/government/business-committee/agendas-packets/](https://oneida-nsn.gov/government/business-committee/agendas-packets/). Materials for the "General Tribal Council" section of the agenda, if any, are available to enrolled members of the Oneida Nation; to obtain a copy, visit the Government Administrative Office, 2nd floor, Norbert Hill Center and present a valid Tribal I.D. or go to <https://goo.gl/uLp2jE>. Scheduled times are subject to change.*

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

### **II. OPENING**

### **III. ADOPT THE AGENDA**

### **IV. MINUTES**

- A. Approve the October 12, 2022, regular Business Committee meeting minutes**  
 Sponsor: Lisa Liggins, Secretary

### **V. RESOLUTIONS**

- A. Adopt resolution entitled Bureau of Indian Affairs Solid Waste Disposal FY-2023**  
 Sponsor: Mark W. Powless, General Manager
- B. Adopt resolution entitled Special Diabetes for Indians Program (SDPI) for CY2023 and beyond through CY2027**  
 Sponsor: Mark W. Powless, General Manager
- C. Adopt resolution entitled Fiscal Year 2023 COVID-19 Paid Time Off Hours**  
 Sponsor: Todd VanDen Heuvel, Executive HR Director
- D. Adopt resolution entitled Emergency Amendments to the Budget and Finances Law**  
 Sponsor: David P. Jordan, Councilman

**VI. APPOINTMENTS**

- A. **Determine next steps regarding one (1) vacancy - Oneida Election Board**  
Sponsor: Lisa Liggins, Secretary
- B. **Determine next steps regarding one (1) vacancy - Oneida Nation Arts Board**  
Sponsor: Lisa Liggins, Secretary
- C. **Determine next steps regarding five (5) vacancies - Oneida Youth Leadership Institute Board**  
Sponsor: Lisa Liggins, Secretary

**VII. STANDING COMMITTEES****A. FINANCE COMMITTEE**

- 1. **Accept the October 17, 2022, regular Finance Committee meeting minutes**  
Sponsor: Larry Barton, Chief Financial Officer

**B. LEGISLATIVE OPERATING COMMITTEE**

- 1. **Accept the October 5, 2022, regular Legislative Operating Committee meeting minutes**  
Sponsor: David P. Jordan, Councilman

**VIII. STANDING ITEMS****A. ARPA FRF and Tribal Contribution Savings Submissions**

- 1. **Adopt resolution entitled Obligation for Change Management Initiatives Utilizing Tribal Contribution Savings**  
Sponsor: Todd VanDen Heuvel, Executive HR Director
- 2. **Adopt resolution entitled Obligation for On^yote?a?ká ni?i Project Plan Utilizing Tribal Contribution Savings**  
Sponsor: Lisa Liggins, Secretary
- 3. **Adopt resolution entitled Obligation for Transit Garage Utilizing Tribal Contribution Savings**  
Sponsor: Mark W. Powless, General Manager

**IX. TRAVEL REPORTS**

- A. **Approve the travel report - Vice-Chairman Brandon Stevens - Tribal Leaders Dinner - Washington, D.C. - April 27-28, 2022**  
Sponsor: Brandon Stevens, Vice-Chairman



- B. Approve the travel report - Vice Chairman Brandon Stevens - Democratic Congressional Campaign Committee Tribal Policy Retreat - Palm Springs, CA - September 8-10, 2022**  
Sponsor: Brandon Stevens, Vice-Chairman
- C. Approve the travel report - Councilwoman Marie Cornelius - Packers VIP trip - London, U.K. - October 4-10, 2022**  
Sponsor: Marie Cornelius, Councilwoman

## **X. NEW BUSINESS**

- A. Accept the Emergency Management After Action Report regarding the June 15, 2022, Severe Weather Event**  
Sponsor: Kaylynn Gresham, Director/Emergency Management
- B. Approve the nomination of Councilwoman Jennifer Webster to the U.S. Department of Health and Human Services Secretary's Tribal Advisory Committee (STAC) and authorize Chairman Tehassi Hill to sign nomination letter**  
Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs
- C. Approve the nomination of Debra Danforth to the National Institutes of Health Tribal Advisory Committee (NIH TAC) and authorize Chairman Tehassi Hill to sign nomination letter**  
Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs
- D. Approve three (3) requested actions - CDC # 19-004 Amelia Cornelius Culture Park**  
Sponsor: Mark W. Powless, General Manager
- E. Approve the 2023 Oneida Business Committee meeting, reporting, and standing meeting schedules**  
Sponsor: Lisa Liggins, Secretary
- F. Schedule a special Business Committee meeting on December 16, 2022, at 9:00 a.m. for the Year End Financial Statements**  
Sponsor: David P. Jordan, Councilman
- G. Post one (1) vacancy - Oneida Nation Commission on Aging**  
Sponsor: Lisa Liggins, Secretary
- H. Enter the e-poll results into the record regarding an approved exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting**  
Sponsor: Lisa Liggins, Secretary

**XI. REPORTS****A. OPERATIONAL (10:00 a.m.)**

1. **Accept the Big Bear Media FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
2. **Accept the Comprehensive Health Division FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
3. **Accept the Comprehensive Housing Division FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
4. **Accept the Digital Technology Services FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
5. **Accept the Education & Training FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
6. **Accept the Environmental, Health, Safety, Land, & Agriculture Division FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
7. **Accept the Grants FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
8. **Accept the Governmental Services Division FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager
9. **Accept the Public Works Division FY-2022 4th quarter report**  
Sponsor: Mark W. Powless, General Manager

**XII. GENERAL TRIBAL COUNCIL**

- A. **Consider request to declare the General Tribal Council Stipend a General Welfare Assistance payment**  
Sponsor: Nancy Barton, Tribal Member
- B. **Consider request to schedule a General Tribal Council meeting regarding the three (3) petitions from N. Dallas, M. Debraska, and L. Elm**  
Sponsor: Nancy Barton, Tribal Member
- C. **Consider request to schedule a General Tribal Council meeting to address the budget at the Resch Center by December 31, 2022**  
Sponsor: Nancy Barton, Tribal Member
- D. **Consider request from the Oneida Land Claims Commission regarding the November 15, 2022, semi-annual General Tribal Council meeting agenda**  
Sponsor: Chris Cornelius, Chair/Oneida Land Claims Commission

- E. **Schedule the 2023 annual General Tribal Council meeting**  
Sponsor: Lisa Liggins, Secretary

### XIII. EXECUTIVE SESSION

#### A. REPORTS

1. **Accept the Chief Counsel report**  
Sponsor: Jo Anne House, Chief Counsel
2. **Accept the General Manager report (10:00 a.m.)**  
Sponsor: Mark W. Powless, General Manager
3. **Accept the Chief Financial Officer October 2022 report**  
Sponsor: Larry Barton, Chief Financial Officer
4. **Accept the Intergovernmental Affairs, Communications, and Self-Governance October 2022 report**  
Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

#### B. NEW BUSINESS

1. **Review application(s) for one (1) vacancy - Oneida Election Board**  
Sponsor: Lisa Liggins, Secretary
2. **Review application(s) for one (1) vacancy - Oneida Nation Arts Board**  
Sponsor: Lisa Liggins, Secretary
3. **Review application(s) for five (5) vacancies - Oneida Youth Leadership Institute Board**  
Sponsor: Lisa Liggins, Secretary
4. **Determine next steps regarding request of employment contract review from DR14**  
Sponsor: Lisa Liggins, Secretary
5. **Assign the hiring team for DR05 job posting**  
Sponsor: Lisa Liggins, Secretary

### XIV. ADJOURN

Posted on the Oneida Nation's official website, [www.oneida-nsn.gov](http://www.oneida-nsn.gov) pursuant to the Open Records and Open Meetings law (§ 107.14.)

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

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

Approve the October 12, 2022, regular Business Committee meeting minutes

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## Business Committee Agenda Request

**1. Meeting Date Requested:** 10/26/22

**2. General Information:**

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

**3. Supporting Documents:**

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

**4. Budget Information:**

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

**5. Submission:**

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: \_\_\_\_\_

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

**DRAFT****Oneida Business Committee**

**Regular Meeting**  
**8:30 AM Wednesday, October 12, 2022**  
**BC Conference Room, 2nd floor, Norbert Hill Center**

**Minutes****REGULAR MEETING**

**Present:** Vice-Chairman Brandon Stevens, Secretary Lisa Liggins, Council members: Marie Cornelius, David P. Jordan, Kirby Metoxen;

**Not Present:** Chairman Tehassi Hill, Treasurer Tina Danforth, Councilwoman Jennifer Webster;

**Arrived at:** Councilman Daniel Guzman King at 8:40 a.m.;

**Others present:** Jo Anne House, Larry Barton, Todd Vandenheuvel (via Microsoft Teams<sup>1</sup>), Katsitsiyo Danforth (via Microsoft Teams), Kaylynn Gresham (via Microsoft Teams), Danelle Wilson (via Microsoft Teams), Rhiannon Metoxen (via Microsoft Teams), Kristal Hill (via Microsoft Teams), Rae Skenandore (via Microsoft Teams), Lisa Summers (via Microsoft Teams), Clorissa Santiago (via Microsoft Teams), Loucinda Conway (via Microsoft Teams), Melanie Burkhart (via Microsoft Teams), Lori Hill (via Microsoft Teams), Nicole Rommel (via Microsoft Teams), Carolyn Salutz (via Microsoft Teams), Jameson Wilson (via Microsoft Teams), Christopher Johnson (via Microsoft Teams), Patricia King (via Microsoft Teams), Debbie Melchert (via Microsoft Teams), Brooke Doxtator (via Microsoft Teams), Carol Silva (via Microsoft Teams), Mark A. Powless, Sr. (via Microsoft Teams), Jonas Hill (via Microsoft Teams), Mary Graves (via Microsoft Teams), Mike Debraska (via Microsoft Teams), Deke Suri, Aliskwet Ellis;

**I. CALL TO ORDER**

*Meeting called to order by Vice-Chairman Brandon Stevens at 8:36 a.m.*

*For the record: Chairman Tehassi Hill is out on vacation, Treasurer Tina Danforth is out on medical leave, and Councilwoman Jennifer Webster is out on approved travel attending the Administration for Children & Families Tribal Advisory Committee in Sequim, WA.*

**II. OPENING (00:00:31)**

*Opening provided by Councilman Kirby Metoxen*

**A. Special recognition for years of service**

Sponsor: Todd VanDen Heuvel, Executive HR Director

*Special recognition for years of service by Vice-Chairman Brandon Stevens of the following individuals: 35 years of service - Carmen Danforth, Rebecca Schommer, Mercie Danforth; 30 years of service - Blair Braaten, Jodi Skenandore, Helen Huff, Sylvia Cornelius, Tonya Webster, Sherry Flauger, Deanna Stevens, Susan Higgs, Lloyd Zeise, Margaret Kruse, Dale Metoxen, Kerry Cornelius, Shad Webster; 25 years of service - Stacy Buckley, Rosa John, Jean Veraghen, Larry Hill, Jean Olson.*

*Councilman Daniel Guzman King arrived at 8:40 a.m.*

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

**DRAFT****III. ADOPT THE AGENDA (00:04:22)**

Motion by Kirby Metoxen to adopt the agenda with two (2) additions [1) under the Travel Request section, add item entitled Approve the travel request - Councilwoman Marie Cornelius - Wis DOT Inter-Tribal Task Force (ITTF) meeting and the Wisconsin Tribal Transportation Conference (WTTC) - Baraboo, WI - October 24-26, 2022; and 2) under the New Business section, add item entitled Accept the Purple Heart Reservation designation signs update], seconded by David P. Jordan. Motion carried:

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

**IV. OATH OF OFFICE**

- A. Oneida Nation Veteran Affairs Committee - Deke Suri (00:05:40)**  
Sponsor: Lisa Liggins, Secretary

*Oath of office administered by Secretary Lisa Liggins. Deke Suri was present.*

**V. MINUTES**

- A. Approve the September 28, 2022, regular Business Committee meeting minutes (00:07:41)**  
Sponsor: Lisa Liggins, Secretary

Motion by Marie Cornelius to approve the September 28, 2022, regular Business Committee meeting minutes, seconded by David P. Jordan. Motion carried:

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

**VI. STANDING COMMITTEES**

- A. LEGISLATIVE OPERATING COMMITTEE**

- 1. Accept the September 21, 2022, regular Legislative Operating Committee meeting minutes (00:08:02)**  
Sponsor: David P. Jordan, Councilman

Motion by Marie Cornelius to accept the September 21, 2022, regular Legislative Operating Committee meeting minutes, seconded by Lisa Liggins. Motion carried:

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

**DRAFT****VII. STANDING ITEMS****A. ARPA FRF and Tribal Contribution Savings Submissions****1. Consider the request for an ARPA FRF and Tribal Contribution Savings funded community park improvement project (00:08:26)**

Sponsor: Dylan Benton, Tribal Member

Motion by Lisa Liggins to forward the request to the General Manager's office for review and to bring back an initial discussion to the November BC work session, seconded by Kirby Metoxen. Motion carried:

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

**2. Adopt resolution entitled Obligation for Beef Discount Project Utilizing Tribal Contribution Savings (00:11:35)**

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to adopt resolution entitled 10-12-22-A Obligation for Beef Discount Project Utilizing Tribal Contribution Savings, seconded by Kirby Metoxen. Motion carried:

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

*For the record: Councilwoman Marie Cornelius stated I don't see that this was brought to the BC work session in September. It's not clear to me on what this was about, so I can't really vote for it. I'm going to abstain. Thank you.*

**3. Adopt resolution entitled Obligation for Oneida Nation Farm Combine Utilizing Tribal Contribution Savings (00:30:50)**

Sponsor: Mark W. Powless, General Manager

Motion by Daniel Guzman King to adopt resolution entitled 10-12-22-B Obligation for Oneida Nation Farm Combine Utilizing Tribal Contribution Savings with one (1) correction [1] in line 45, correct "2022" to "2023", seconded by David P. Jordan. Motion carried:

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

**DRAFT****4. Adopt resolution entitled Obligation for Oneida Nation Farm Office Utilizing Tribal Contribution Savings (00:40:15)**

Sponsor: Mark W. Powless, General Manager

Motion by Daniel Guzman King to adopt resolution entitled 10-12-22-C Obligation for Oneida Nation Farm Office Utilizing Tribal Contribution Savings, seconded by Marie Cornelius. Motion carried:

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

*For the record: Secretary Lisa Liggins stated I abstained from items VII.A.2, 3, and 4, because I was not present at the September 20, 2022, BC work session where these requests were discussed as I was out on approved travel, attending the Tribal Constitutions Native Nations Institute seminar.*

Motion by Lisa Liggins to direct the General Manager to submit the approval notice from the APRA FRF office to BC Agenda Requests regarding items VII.A.2., 3, and 4, seconded by Marie Cornelius.

Motion carried:

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

**VIII. TRAVEL REPORTS****A. Approve the travel report - Secretary Lisa Liggins - National Congress of American Indians (NCAI) Mid Year Conference & Marketplace - Anchorage, AL - June 12-16, 2022 (00:50:28)**

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to approve the travel report from Secretary Lisa Liggins for the National Congress of American Indians (NCAI) Mid Year Conference & Marketplace in Anchorage, AL - June 12-16, 2022, seconded by Kirby Metoxen. Motion carried:

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

**B. Approve the travel report - Secretary Lisa Liggins - Assembly Democratic Campaign Committee Fundraiser - Wisconsin Dells, WI - July 26-27, 2022 (00:50:50)**

Sponsor: Lisa Liggins, Secretary

Motion by Marie Cornelius to approve the travel report from Secretary Lisa Liggins for the Assembly Democratic Campaign Committee Fundraiser in Wisconsin Dells, WI - July 26-27, 2022, seconded by David P. Jordan. Motion carried:

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



**DRAFT**

- C. Approve the travel report - Secretary Lisa Liggins - Tribal Constitutions Native Nations Institute Seminar - Phoenix, AZ - September 18-20, 2022 (00:51:12)**  
Sponsor: Lisa Liggins, Secretary

Motion by Marie Cornelius to approve the travel report from Secretary Lisa Liggins for the Tribal Constitutions Native Nations Institute Seminar in Phoenix, AZ - September 18-20, 2022, seconded by Kirby Metoxen. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

DRAFT

**DRAFT****IX. TRAVEL REQUESTS****A. Approve the travel request - Chairman Tehassi Hill - Indian Child Welfare Act Events - Washington, D.C. - November 8-10, 2022 (00:52:26)**

Sponsor: Tehassi Hill, Chairman

Motion by Lisa Liggins to approve the travel request for the full Business Committee to attend the Indian Child Welfare Act Events in Washington, D.C. - November 8-10, 2022, seconded by David P. Jordan. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

*For the record: Councilman Kirby Metoxen stated I want anyone who's on here understands the severity of this Indian Child Welfare in the Supreme Court and it is a case where it's some non-tribal entities challenging tribal sovereignty and should this case be in favor of the non-tribal, this is an attempt to chip away at our sovereignty. The non-tribal entity is arguing that it's race-based and should they win at this case, it starts chipping away at our Indian Health Service trust responsibility of the federal government to tribes, the Indian Gaming Regulatory Act, it's now could be an opening door to start chipping away at tribal sovereignty. And so, across the country they are asking for tribes and tribal communities to support this effort of Indian Child Welfare is not a race-based law, it's a political law. We just want to make sure that we're supported and heard and there's four tribes in this case and Oneida is one of the tribes that are behind this in full force. Ultimately, I'd like to see a bus or two buses of tribal members going to Washington and I'm hoping tribes, the 567 tribes across the country, are rallying to this rally before the Supreme Court in Washington. I think it's very critical and I want to make sure that tribal members understand it. If you are listening here and you have the time and money, you know, support this effort for tribes, this is a time where we need all the support we can get in cases like this. Thank you.*

Motion by Lisa Liggins to approve more than fifteen (15) employees to attend the Indian Child Welfare Act Events in Washington, D.C. - November 8-10, 2022, in accordance with section § 219.4-3(c), seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Lisa Liggins to direct the Secretary, Chief Counsel, General Manager, and the Intergovernmental Affairs Director to work together to determine funding and travel arrangements for the additional attendees, noting some requests may require e-poll approval, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**DRAFT**

- B. Approve the travel request - Councilwoman Marie Cornelius - Wis DOT Inter-Tribal Task Force (ITTF) meeting and the Wisconsin Tribal Transportation Conference (WTTTC) – Baraboo, WI - October 24-26, 2022 (01:09:43)**  
Sponsor: Marie Cornelius, Councilwoman

Motion by Lisa Liggins to approve the travel request for Councilwoman Marie Cornelius to attend the Wis DOT Inter-Tribal Task Force (ITTF) meeting and the Wisconsin Tribal Transportation Conference (WTTTC) in Baraboo, WI - October 24-26, 2022, seconded by Kirby Metoxen. Motion carried:

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

**X. NEW BUSINESS**

- A. HRD follow up from September 28, 2022, regular Oneida Business Committee meeting and directives for FY-2023 budget (01:10:18)**  
Sponsor: Todd VanDen Heuvel, Executive HR Director

Motion by Lisa Liggins to defer the follow up from the Executive HR Director to the October 26, 2022, regular Business Committee meeting, seconded by Marie Cornelius. Motion carried:

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

- B. Review the Surveillance (Chapter 15) Oneida Gaming Minimum Internal Control Standards and determine next steps (01:11:12)**  
Sponsor: Mark A. Powless, Sr., Chair/Oneida Gaming Commission

Motion by Lisa Liggins to accept the notice of the Oneida Gaming Minimum Internal Control Standards - Chapter 15 - Surveillance approved by the Oneida Gaming Commission on September 6, 2022, and direct notice to the Oneida Gaming Commission there are no requested revisions under section § 501.6-14(d), seconded by David P. Jordan. Motion carried:

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

- C. Review the Craps Rules of Play and determine next steps (01:11:54)**  
Sponsor: Mark A. Powless, Sr., Chair/Oneida Gaming Commission

Motion by Lisa Liggins to accept the notice of the Craps Rules of Play approved by the Oneida Gaming Commission on September 22, 2022, and direct notice to the Oneida Gaming Commission there are no requested revisions under section § 501.6-14(d), seconded by Marie Cornelius. Motion carried:

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

**DRAFT****D. Review the Four Card Poker Rules of Play and determine next steps (01:12:40)**

Sponsor: Mark A. Powless, Sr., Chair/Oneida Gaming Commission

Motion by Lisa Liggins to accept the notice of the Four Card Poker Rules of Play approved by the Oneida Gaming Commission on September 22, 2022, and direct notice to the Oneida Gaming Commission there are no requested revisions under section § 501.6-14(d), seconded by Kirby Metoxen. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**E. Review the Mississippi Stud Rules of Play and determine next steps (01:13:22)**

Sponsor: Mark A. Powless, Sr., Chair/Oneida Gaming Commission

Motion by Lisa Liggins to accept the notice of the Mississippi Stud Rules of Play approved by the Oneida Gaming Commission on September 22, 2022, and direct notice to the Oneida Gaming Commission there are no requested revisions under section § 501.6-14(d), seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**F. Review the Three Card Poker Rules of Play and determine next steps (01:14:11)**

Sponsor: Mark A. Powless, Sr., Chair/Oneida Gaming Commission

Motion by Lisa Liggins to accept the notice of the Three Card Poker Rules of Play approved by the Oneida Gaming Commission on September 22, 2022, and direct notice to the Oneida Gaming Commission there are no requested revisions under section § 501.6-14(d), seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**G. Post one (1) vacancy - Oneida Land Claims Commission (01:15:04)**

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to post one (1) vacancy for the Oneida Land Claims Commission, seconded by Kirby Metoxen. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**H. Post one (1) vacancy - Oneida Police Commission (01:15:53)**

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to post one (1) vacancy for the Oneida Police Commission, seconded by Lisa Liggins. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**DRAFT****I. Accept the Purple Heart Reservation designation signs update (01:16:12)**

Sponsor: Marie Cornelius, Councilwoman

Motion by Lisa Liggins to accept the Purple Heart Reservation designation signs update, seconded by Kirby Metoxen. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**XI. GENERAL TRIBAL COUNCIL****A. Approve the notice for the tentatively scheduled November 15, 2022, semi-annual General Tribal Council meeting (01:19:24)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to approve the notice for the tentatively scheduled November 15, 2022, semi-annual General Tribal Council meeting, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**XII. EXECUTIVE SESSION (01:25:40)**

Motion by David P. Jordan to go into executive session at 10:02 a.m., seconded by Lisa Liggins.

Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Marie Cornelius to come out of executive session at 11:56 a.m., seconded by Kirby Metoxen. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins,  
Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**DRAFT****A. REPORTS****1. Accept the Chief Counsel report (01:26:45)**

Sponsor: Jo Anne House, Chief Counsel

Motion by Lisa Liggins to approve an exception to General Tribal Council Meeting Stipend Payment Policy, section § 111.4-2(b) and direct that registration end on November 14, 2022, at 5:00 p.m. CST for the semi-annual General Tribal Council meeting, tentatively scheduled for November 15, 2022, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Lisa Liggins to direct the Virtual General Tribal Council Meeting Team to assess the meeting processes to identify solutions and bring the registration deadline as close to the in person General Tribal Council registration deadline as possible for future General Tribal Council meetings held in a virtual environment, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Lisa Liggins to direct that the information/statistics for the semi-annual General Tribal Council meeting, tentatively scheduled for November 15, 2022, be limited to the information/statistics currently collected at an in-person General Tribal Council meeting, seconded by Marie Cornelius.

Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Lisa Liggins to accept the Chief Counsel report, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**2. Accept the General Manger report (01:28:57)**

Sponsor: Mark W. Powless, General Manager

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

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**DRAFT****B. AUDIT COMMITTEE****1. Accept the August 18, 2022, regular Audit Committee meeting minutes (01:29:13)**

Sponsor: David P. Jordan, Councilman

Motion by Lisa Liggins to accept the August 18, 2022, regular Audit Committee meeting minutes, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**2. Accept the Cage/Vault/Kiosk compliance audit and lift the confidentiality requirement (01:29:28)**

Sponsor: David P. Jordan, Councilman

Motion by David P. Jordan to accept the Cage/Vault/Kiosk compliance audit and lift the confidentiality requirement, seconded by Lisa Liggins. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**C. NEW BUSINESS****1. Approve the attorney contract amendment - Oneida Law Office - file # 2019-1119 (01:29:43)**

Sponsor: Jo Anne House, Chief Counsel

Motion by Kirby Metoxen to approve the attorney contract amendment - Oneida Law Office - file # 2019-1119, seconded by David P. Jordan. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**2. Enter the e-poll results into the record regarding the approved updated job description for DR05 and approve the request to post (01:30:01)**

Sponsor: Lisa Liggins, Secretary

Motion by Kirby Metoxen to enter the e-poll results into the record regarding the approved updated job description for DR05 and approve the request to post, seconded by Daniel Guzman King. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**DRAFT**

**XIII. ADJOURN (01:30:20)**

Motion by Marie Cornelius to adjourn at 12:00 p.m., seconded by Daniel Guzman King. Motion carried:

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

DRAFT

Minutes prepared by Aliskwet Ellis, Information Management Specialist.  
Minutes approved as presented on \_\_\_\_\_.

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Lisa Liggins, Secretary  
ONEIDA BUSINESS COMMITTEE



Adopt resolution entitled Bureau of Indian Affairs Solid Waste Disposal FY-2023

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## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Approve Resolution

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

Victoria Flowers, Environmental Compliance Coordinator

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager

Primary Requestor: Marsha Danforth, Grant Development Specialist

To: Oneida Business Committee  
FROM: Marsha Danforth, Grant Development Specialist  
DATE: October 18, 2022  
RE: BIA Solid Waste Resolution

The Environmental, Health, Safety, Land & Agriculture Division is submitting an application to the Bureau of Indian Affairs for a Solid Waste Disposal grant.

The purpose of the project is as follows:

- To extend a purchase order agreement with Brown County Solid Waste Transfer Station and Hazardous Waste Disposal Facility to accept waste collected by and delivered by a private hauler from the Oneida Nation facilities as needed;
- Facilitate the collection and disposal of material collected at illegal dump sites by a contractor;
- Hold 2 curbside collection events for large and bulky items for membership.

The project outcome will support the Nation's self-governance goals of protecting land resources by providing a solution to solid and hazardous waste disposal that is protective of human health.

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

**BC Resolution # Leave this line blank**  
**Bureau of Indian Affairs Solid Waste Disposal FY-2023**

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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 Nation has determined that the overall goal of the Oneida Nation is to protect, maintain and improve the standard of living and the environment in which the Oneida people live; and

**WHEREAS,** the Oneida Nation understands that a clean environment is an essential community need; and

**WHEREAS,** the Oneida Nation supports the Environmental, Health Safety, Land and Agricultural Division in its efforts to improve the standard of living and the environment of the Oneida Nation and any environmental challenges; and

**NOW THEREFORE BE IT RESOLVED,** that the Oneida Nation authorizes and submits an application to the Bureau of Indian Affairs Solid Waste Disposal grant program in an amount of \$30,000 with no match. Funding will be used to support two curbside collection events for large and bulky items for Oneida Nation Solid Waste and Recycling Customers.

Adopt resolution entitled Special Diabetes for Indians Program (SDPI) for CY2023 and beyond through...

## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/27/22

2. **Session:**

Open  Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Approval of a resolution to authorize and submit the Special Diabetes Program for Indians Grant in the amount of \$807,540.00 to the Indian Health Services.

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

Mark W. Powless, General Manager

Catherine Hirth, Diabetes Program

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

*Mark W. Powless*

Authorized Sponsor: Mark W. Powless, General Manager 10/19/2022

Primary Requestor: Catherine Hirth, Diabetes Program Director

*Catherine Hirth*

10/18/2022



# Memo

**From:** Catherine Hirth

**Date:** 10/19/2022

**Re:** Special Diabetes for Indians (SDPI) Program BC Resolution CY2023 to CY2027

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The IHS Division of Grants Management requires an official, signed Tribal Resolution prior to issuing the Notice of Award (NoA) to any Tribe or Tribal organization that is selected for funding.

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

**BC Resolution # Leave this line blank**  
**Special Diabetes for Indians Program (SDPI) for CY2023 and beyond through CY2027**

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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 Nation has determined that the overall goal of the Nation is to protect, maintain and improve the standard of living and the environment in which the Oneida people live; and

**WHEREAS,** the Oneida Comprehensive Health Division has an existing Diabetes Program whose goal is to improve the health of individuals and our community and provide the most up-to-date care; and

**WHEREAS,** the Oneida Comprehensive Health Division has been a recipient of the Indian Health Services Special Diabetes Program for Indians grant for several years; and

**NOW THEREFORE BE IT RESOLVED,** that the Oneida Nation authorizes and submits a grant application to the Indian Health Services for the Special Diabetes Program for Indians in the amount of \$807,540.00 for CY2023 and beyond through CY2027.



Adopt resolution entitled Fiscal Year 2023 COVID-19 Paid Time Off Hours

---

**Business Committee Agenda Request**

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Motion to approve BC Resolution authorizing COVID PTO for FY2023 as presented.

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

Josh Cottrell, Compensation and Benefits Director

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Todd Vandenneuvel, Executive HR Director

Primary Requestor: (Name, Title/Entity)

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



October 18, 2022

To: Oneida Business Committee

From: Todd VanDen Heuvel, Executive HR Director

Re: COVID PTO for Fiscal Year 2023

Attached is the proposed resolution authorizing the COVID PTO program for Fiscal Year 2023 along with the proposed updated SOP. With the changes to CDC guidelines, the SOP has been updated to reflect those procedures accordingly. Given the continuing budget resolution, HRD is proposing this to be implemented effective October 30, 2022 as outlined in the resolution.

Yaw^ko

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



**BC Resolution # Leave this line blank**  
**Fiscal Year 2023 COVID-19 Paid Time Off Hours**

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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 Nation has approved the payment of time off resulting from COVID-19 restrictions as set by the U.S. Centers for Disease Control which required an individual to isolate or quarantine depending on the exposure to COVID-19 or a positive test result; and

**WHEREAS,** in Fiscal Year 2021 and Fiscal Year 2022 the paid time off was in a separate budget fund unit and allowed up to 80 hours for full-time employees, 60 hours for half-time employees and 40 hours for part-time employees; and

**WHEREAS,** the U.S. Centers for Disease Control have modified the COVID-19 isolation and quarantine processes based on the virus' changing nature and the prevalence of vaccinated individuals such that the award of 80/60/ or 40 hours for Oneida Nation employees should be adjusted; and

**WHEREAS,** the Oneida Business Committee has determined that the paid time off should be cut in half for each category and the funding for this paid time off shall be located within each fund unit's budget like all other paid time off approved by the Nation; and

**WHEREAS,** the Oneida Business Committee has directed the Executive Director of the Human Resources Department to update the Standard Operating Procedure for this paid time off activity;

**NOW THEREFORE BE IT RESOLVED,** the Oneida Business Committee approves paid time off for employees as set forth in the COVID-19 Paid Time Off SOP, as updated, in the amount not to exceed 40 hours for full time employees, 30 hours for half time employees and 20 hours for part time employees for the remainder of Fiscal Year 2023 beginning at 12:01 a.m. on November 6, 2022.

**BE IT FURTHER RESOLVED,** the COVID-19 paid time off shall be paid through the fund unit's payroll line as all other paid time off authorized by the Nation, provided that, where a grant specifically prohibits use of funds in this manner, a set aside for this purpose has been identified.

**BE IT FINALLY RESOLVED,** the COVID-19 paid time off shall end on the last day of Fiscal Year 2023.



## Statement of Effect

### *Fiscal Year 2023 COVID-19 Paid Time Off Hours*

#### ***Summary***

The resolution approves paid time off for employees as set forth in the COVID-19 Paid Time Off SOP, as updated, in the amount not to exceed forty (40) hours for full time employees, thirty (30) hours for half time employees and twenty (20) hours for part time employees for the remainder of Fiscal Year 2023 beginning at 12:01 a.m. on October 30, 2022 and ending on the last day of Fiscal Year 2023.

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

*Date: October 19, 2022*

#### ***Analysis by the Legislative Reference Office***


The Nation approved the payment of time off resulting from COVID-19 restrictions as set by the U.S. Centers for Disease Control which required an individual to isolate or quarantine depending on the exposure to COVID-19 or a positive test result. In Fiscal Year 2021 and Fiscal Year 2022 the paid time off was in a separate budget fund unit and allowed up to eighty (80) hours for full-time employees, sixty (60) hours for half-time employees and forty (40) hours for part-time employees. The U.S. Centers for Disease Control has since modified the COVID-19 isolation and quarantine processes based on the virus' changing nature and the prevalence of vaccinated individuals. The Oneida Business Committee determined that the current award of COVID paid time off hours for employees of the Nation should be adjusted and cut in half for each category, and that the funding for this paid time off shall be located within each fund unit's budget like all other paid time off approved by the Nation.

This resolution provides that the Oneida Business Committee approves paid time off for employees as set forth in the COVID-19 Paid Time Off SOP, as updated, in the amount not to exceed forty (40) hours for full time employees, thirty (30) hours for half time employees and twenty (20) hours for part time employees for the remainder of Fiscal Year 2023 beginning at 12:01 a.m. on October 30, 2022. The COVID-19 paid time off shall be paid through the fund unit's payroll line as all other paid time off authorized by the Nation, provided that, where a grant specifically prohibits use of funds in this manner, a set aside for this purpose has been identified. This resolution provides that the COVID-19 paid time off shall end on the last day of Fiscal Year 2023.

#### ***Conclusion***

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



 <b>ONEIDA NATION STANDARD OPERATING PROCEDURE</b>	TITLE: COVID-19 Paid Time Off SOP	ORIGINATION DATE: October 14, 2020 REVISION DATE: August 25, 2022 EFFECTIVE DATE: After last signature
AUTHOR: HRD	APPROVED BY: <i>Comp &amp; Ben Director</i>	DATE:
DEPARTMENT: All	APPROVED BY: <i>Exec. HR Director</i>	DATE
DIVISION: All	REVIEWED BY: <i>EEO Director</i>	DATE:
EEO REFERENCE NUMBER: 5999		
PAGE NO: 1 of 4		

## 1.0 PURPOSE

- 1.1 To prevent the spread of COVID-19 (COVID) and its associated variants within the Oneida Nation workforce and community, the following guidelines and rules have been established for administering COVID-19 Paid Time Off (COVID PTO) for COVID-19 related absences.
- 1.2 COVID PTO under this SOP will be dependent upon the status of available funding and/or the continuation of the Public Health Order.

## 2.0 DEFINITIONS

- 2.1 Close Contact: Any of the following situations:
  - 2.1.1 Employee was within six (6) feet of a person who had COVID-19 for a total of 15 minutes or more over a 24-hour period.
  - 2.1.2 Employee had direct exposure to respiratory secretions (for example, being coughed or sneezed on.)
  - 2.1.3 Employee cared for a person who has COVID-19.
- 2.2 Full-Time employment status: employees schedule 30.00 or more hours per week.
- 2.3 Half-Time employment status: employees scheduled 20-29.99 hours per week.
- 2.4 Medical Provider: Physician, Physician Assistant, Nurse Practitioner and Public Health Official.
- 2.5 Member of Household: An individual (related or not related to the employee) who is living in the same household at the time of a COVID-19 positive test result.

- 2.6 Part-Time employment status: employees scheduled 19.99 or less hours per week.
- 2.7 Training Wage: A wage provided to certain tipped employees, during periods of time in which they are not receiving tips.
  - 2.7.1 The training wage would be in lieu of their hourly rate of pay.

### 3.0 WORK STANDARDS

#### COVID-19 Paid Time Off (COVID PTO):

- 3.1 Employees on the Oneida Nation's payroll are eligible to receive COVID PTO if they meet conditions outlined in this SOP.
- 3.2 Employees shall be afforded a bank of COVID PTO hours pre-loaded to their time-off accruals on January 30, 2022, based on their regular employment status.
- 3.3 COVID PTO hours will be pre-loaded regardless of the employee has used COVID PTO in the past.
  - 3.3.1 Regular full-time status employees will receive 40 hours of COVID PTO.
  - 3.3.2 Half-time status employees shall be afforded 30 hours of COVID PTO
  - 3.3.3 Part-time status employees shall be afforded 20 hours of COVID PTO.
  - 3.3.4 Contracted staff: Employees hired under employment contracts are eligible for COVID PTO unless specified in their contract.
  - 3.3.5 Employees classified as sub-relief, Emergency Temporary (ET), Student Intern, or Youth Worker shall not be eligible for COVID PTO.
  - 3.3.6 Use of COVID PTO shall not:
    - 3.3.6.1 Result in an employee exceeding 40 hours per week on their weekly timesheet.
    - 3.3.6.2 Accrue vacation and personal time.
    - 3.3.6.3 Interrupt insurance benefits.
- 3.4 COVID PTO consists of the employee's regular rate of pay.
  - 3.4.1 No position will be paid less than the Nation's minimum wage.
  - 3.4.2 Tips, lead pay, and shift differentials shall not be included.

#### Using COVID PTO:

- 3.5 Employees may use COVID PTO when they miss scheduled work because:
  - 3.5.1 Current CDC COVID recommendations suggest quarantine or isolation. The examples identified below are subject to change based upon updates to the CDC COVID guidelines and employees should only quarantine or isolate based upon current CDC COVID guidelines:
    - 3.5.1.1 The employee tests positive.
    - 3.5.1.2 The employee develops COVID symptoms.
    - 3.5.1.3 The employee needs a COVID test or is waiting for results.
    - 3.5.1.4 The time leading up to a negative test result is still covered if the employee exhibited symptoms.
  - 3.5.2 A medical provider or Public Health Official requires an employee to isolate or quarantine.
  - 3.5.3 A dependent child is sent home from school/childcare due to COVID.

- 3.6 An appointment is scheduled for a COVID vaccination:
  - 3.6.1 Up-to one (1) hour for the employee's own vaccination.
  - 3.6.2 Up-to one (1) hour per dependent child's vaccination.
  - 3.6.3 Vaccinations do not deduct from the banked COVID PTO
- 3.7 The employee has an adverse reaction to a COVID vaccination.
  - 3.7.1 Only the day after a vaccination is covered if scheduled.
    - 3.7.1.1 Does not deduct from banked COVID PTO (see 4.6 below).
  - 3.7.2 Employees who experience a delayed or prolonged adverse reaction are eligible for COVID PTO (see 4.7 below) if proper documentation is provided by a medical provider. Documentation should include the expected return date.
- 3.8 COVID PTO may not be used:
  - 3.8.1 After a negative COVID test result.
  - 3.8.2 Individuals on Layoff, Furlough, out of work status during an approved Leave of Absence, pre-approved time off work (personal/vacation time), or off the schedule are ineligible.

*NOTE: When possible, supervisors are encouraged to accommodate other time off options for non-COVID illnesses to prevent spread among the workforce.*
- ~~3.9 Retroactive requests:~~
  - ~~3.9.1 An employee may submit to their supervisor a request for retroactive COVID PTO if personal, vacation, or unpaid time off was used for a COVID related absence.~~
    - ~~3.9.1.1 The previous absence must meet the eligible COVID related criteria under this SOP.~~
    - ~~3.9.1.2 Retroactive requests must be submitted by March 1, 2022.~~
    - ~~3.9.1.3 The dates of absence included in the request must be October 1, 2021, through March 1, 2022.~~
- 3.10 Separation of employment: COVID PTO will not be paid out upon separation of employment. COVID PTO is only available to active employees under this SOP.

Alternative to COVID PTO:

- 3.11 Employees may work with their supervisors to request other forms of time off.
- 3.12 Employees who have mild or no symptoms may prefer to telecommute.
- 3.13 Employees may continue to experience COVID-related absences after their 80-hour bank has been depleted. Options for additional time off include:
  - 3.13.1 Vacation and/or personal time.
  - 3.13.2 Unpaid time off.
  - 3.13.3 Medical or other types of leave (if applicable)
  - 3.13.4 Donation of hours (if applicable)
  - 3.13.5 Telecommuting (if applicable)



#### 4.0 PROCEDURES

- 4.1 Employee shall notify their supervisor as soon as any criteria listed in 3.5 applies.
- 4.2 Employees shall maintain contact with their supervisor while using COVID PTO.
  - 4.2.1 The employee's family members may be designated as a point of contact as needed due to the severity of the illness.
- 4.3 Positive COVID test results or orders to isolate or quarantine shall be supported by documentation from a medical provider or public health official when possible.
  - 4.3.1 Documentation pulled from a medical facility's website (i.e., MyPrevea, etc.) would qualify as supporting documentation.
  - 4.3.2 Employees may utilize a home quick test and shall notify their immediate supervisor of the test result.
- 4.4 The supervisor shall be responsible for entering the appropriate pay and comment into Kronos.
- 4.5 For Vaccinations and Booster Shots:
  - 4.5.1 Enter pay code "RGNP1."
  - 4.5.2 Enter comment "CV-COVID-19 VACCINATION."
  - 4.5.3 For booster shots, type "BOOSTER" after the comment.
- 4.6 For adverse reactions limited to one day after COVID vaccinations:
  - 4.6.1 Enter pay code "COVID"
  - 4.6.2 Enter comment "CN-COVID-19: ADVERSE REACTION TO VACCINE."
- 4.7 For all other COVID-related absences and delayed or prolonged adverse reactions to a vaccination:
  - 4.7.1 Enter pay code "CVDPT"
  - 4.7.2 Enter the appropriate comment:
    - 4.7.2.1 "CP – COVID-19: POSITIVE/ISOLATING."
    - 4.7.2.2 "CQ – COVID-19: QUARANTINE: NOT WORKING – NO SYMPTOMS."
    - 4.7.2.3 "CF – COVID-19: FAMILY CARE-EE CARING FOR SOMEONE WHO IS ILL"
    - 4.7.2.4 "CN-19: ADVERSE REACTION TO VACCINE."

#### 5.0 REFERENCES

- 5.1 Telecommuting SOP
- 5.2 BC Resolution # 09-14-22-D Continuing to Operate Fiscal Year 2023

Adopt resolution entitled Emergency Amendments to the Budget and Finances Law

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**Business Committee Agenda Request**

**1. Meeting Date Requested:** 10/26/22

**2. Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

**3. Requested Motion:**

Accept as information; OR

Adopt the resolution entitled, Emergency Amendments to the Budget and Finances Law.

**4. Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: Legislative Operating  
Committee

**5. Additional attendees needed for this request:**

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**


Authorized Sponsor: David P. Jordan, Councilman

Primary Requestor: Clorissa N. Leeman, LRO Senior Staff Attorney



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



TO: Oneida Business Committee  
 FROM: David P. Jordan, LOC Chairperson   
 DATE: October 26, 2022  
 RE: Adoption of Emergency Amendments to the Budget and Finances Law

---

Please find the following attached backup documentation for your consideration of the adoption of emergency amendments to the Budget and Finances law:

1. Resolution: Emergency Amendments to the Budget and Finances Law
2. Statement of Effect: Emergency Amendments to the Budget and Finances Law
3. Budget and Finances Law Emergency Amendments Legislative Analysis
4. Budget and Finances Law Emergency Amendments Draft (Redline)
5. Budget and Finances Law Emergency Amendments Draft (Clean)

#### Overview

Emergency amendments to the Budget and Finances law are being sought to address the adoption of the Nation's Fiscal Year 2023 (FY23) budget. The Budget and Finances law sets forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and to establish financial policies and procedures for the Nation which: institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets; provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes; identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects; establish a framework for effective financial risk management; and encourage participation by the Nation's membership. [1 O.C. 121.1-1].

During the October 18, 2022, work session the Oneida Business Committee discussed the processing of the FY23 budget. The processing and adoption of the FY23 budget is currently delayed. Issues identified for the delayed processing of the FY23 budget include:

- delayed start of the budget process due to compensation studies;
- expiration of the continuing budget resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*, on December 31, 2022 and the requirement that the budget be adopted by that date in accordance with section 121.5-4(e) of the Budget and Finances law;
- medical leave of the Treasurer and Assistant Chief Financial Officer; and
- the impending leave of the Chief Financial Officer in December.

The Chief Financial Officer presented and discussed four (4) options on how to move forward. One (1) option was agreed to by consensus of the Oneida Business Committee during the work

session, which was to retain a third-party public accounting firm/consultant to process the FY23 Budget. In addition, due to the time that will be needed to move forward with this consensus decision, the Oneida Business Committee determined that the expiration of the continuing budget resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*, on December 31, 2022, and its intended deadline of the adoption of the budget by that expiration will not be met.

The Oneida Business Committee requested the Legislative Operating Committee consider emergency amendments to the Budget and Finances law to allow for additional time to adopt the annual budget. The Legislative Operating Committee added the Budget and Finances law emergency amendments to its Active Files List on October 19, 2022.

The proposed emergency amendments to the Budget and Finances law will:

- Clarify that the Oneida Business Committee may work with any other appropriate entity in addition to the Treasurer, Chief Financial Officer, and managers to compile a final draft budget to be presented to the General Tribal Council. [1 O.C. 121.5-4(c)]; and
- Remove the provision which only allows a continuing budget resolution to remain in effect for a maximum of three (3) months. [1 O.C. 121.5-47(e)(1)].

The Oneida Business Committee can temporarily enact legislation when legislation is necessary for the immediate preservation of the public health, safety, or general welfare of the Reservation population, and the amendment of the legislation is required sooner than would be possible under the Legislative Procedures Act. [1 O.C. 109.9-5]. A fiscal impact statement and public meeting are not required for emergency legislation. [1 O.C. 109.9-5(a)].

The emergency adoption of amendments to this Law are necessary for the preservation of the general welfare of the Reservation population in order to ensure that the Oneida Business Committee has an opportunity to approve the final draft budget, and the budget to subsequently be adopted, prior to the expiration of the current continuing budget resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*.

The observance of the requirements under the Legislative Procedures Act for adoption of the emergency amendments to this Law would be contrary to public interest since the process and requirements of the Legislative Procedures Act cannot be completed in time to ensure that the current continuing budget resolution as adopted through resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*, does not expire on December 31, 2022, prior to the final approval of the budget by the Oneida Business Committee, and subsequent adoption of the budget.

The adoption of the emergency amendments to the Budget and Finances law will take effect immediately upon adoption by the Oneida Business Committee. The emergency amendment to the Budget and Finances law will remain effective for six (6) months. The Legislative Procedures Act provides the possibility to extend the emergency amendment for an additional six (6) months, or until the emergency amendment expires or is permanently adopted. [1 O.C. 109.9-5(b)].

### **Requested Action**

Adopt the Resolution: Emergency Amendments to the Budget and Finances Law

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

## BC Resolution #

### Emergency Amendments to the Budget and Finances Law

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- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the Budget and Finances law (“the Law”), was adopted by the Oneida Business Committee through resolution BC-02-08-17-C and amended by resolutions BC-05-11-22-B; and
- WHEREAS,** the purpose of the Law is to set forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and to establish financial policies and procedures for the Nation which: institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets; provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes; identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects; establish a framework for effective financial risk management; and encourage participation by the Nation’s membership; and
- WHEREAS,** section 121.5-4(e) of the Law provides that in the event that the General Tribal Council does not adopt a budget by September 30th, the Oneida Business Committee may adopt a continuing budget resolution for a period of time not to exceed three (3) months, until such a time as a budget is adopted by the General Tribal Council, and that if the General Tribal Council does not adopt a budget within three (3) months of the adoption of the continuing budget resolution, then the Oneida Business Committee shall proceed with the adoption of the Nation’s budget; and
- WHEREAS,** the Oneida Business Committee did not approve and present the Fiscal Year 2023 (FY23) to the General Tribal Council for adoption by September 30, 2022, and instead adopted a continuing budget resolution through the adoption of resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*; and
- WHEREAS,** the processing and adoption of the FY23 budget has been delayed for a variety of issues including the delayed start of the budget process due to compensation studies and staffing issues within the Finance Administration; and
- WHEREAS,** during the October 18, 2022, work session the Oneida Business Committee discussed the delayed processing of the FY23 budget with the Chief Financial Officer and determined

48 that the best option to move forward is to retain a third-party public accounting  
49 firm/consultant to process the FY23 Budget; and  
50

51 **WHEREAS,** due to the time that will be needed to move forward with this decision, the Oneida Business  
52 Committee determined that the expiration of the continuing budget resolution BC-09-14-  
53 22-D, *Continuing to Operate Fiscal Year 2023*, on December 31, 2022, and its intended  
54 deadline of the adoption of the budget by that expiration will not be met; and  
55

56 **WHEREAS,** the Oneida Business Committee requested the Legislative Operating Committee consider  
57 emergency amendments to the Law to allow for additional time to adopt the annual budget;  
58 and  
59

60 **WHEREAS,** the emergency amendments to the Law clarify that the Oneida Business Committee may  
61 work with any other appropriate entity in addition to the Treasurer, Chief Financial Officer,  
62 and managers to compile a final draft budget to be presented to the General Tribal Council;  
63 and  
64

65 **WHEREAS,** the emergency amendments to the Law remove the provision which only allows a  
66 continuing budget resolution to remain in effect for a maximum of three (3) months; and  
67

68 **WHEREAS,** the Legislative Procedures Act authorizes the Oneida Business Committee to enact  
69 legislation on an emergency basis, to be in effect for a period of six (6) months, renewable  
70 for an additional six (6) months; and  
71

72 **WHEREAS,** emergency amendment of legislation is allowed when legislation is necessary for the  
73 immediate preservation of the public health, safety, or general welfare of the Reservation  
74 population, and the amendment of the legislation is required sooner than would be possible  
75 under the Legislative Procedures Act; and  
76

77 **WHEREAS,** the emergency adoption of amendments to this Law are necessary for the preservation of  
78 the general welfare of the Reservation population in order to ensure that the Oneida  
79 Business Committee has an opportunity to approve the final draft budget, and the budget  
80 to subsequently be adopted, prior to the expiration of the current continuing budget  
81 resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*; and  
82

83 **WHEREAS,** the observance of the requirements under the Legislative Procedures Act for adoption of  
84 the emergency amendments to this Law would be contrary to public interest since the  
85 process and requirements of the Legislative Procedures Act cannot be completed in time  
86 to ensure that the current continuing budget resolution as adopted through resolution BC-  
87 09-14-22-D, *Continuing to Operate Fiscal Year 2023*, does not expire on December 31,  
88 2022, prior to the final approval of the budget by the Oneida Business Committee, and  
89 subsequent adoption of the budget; and  
90

91 **WHEREAS,** the Legislative Procedures Act does not require a public meeting or fiscal impact statement  
92 when considering emergency legislation; and  
93

94 **NOW THEREFORE BE IT RESOLVED,** the Oneida Business Committee hereby adopts the emergency  
95 amendments to the Budget and Finances law effective immediately.





## Statement of Effect

### *Emergency Amendments to the Budget and Finances Law*

#### **Summary**

This resolution adopts emergency amendments to the Budget and Finances law.

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

*Date: October 20, 2022*

#### **Analysis by the Legislative Reference Office**

This resolution adopts emergency amendments to the Budget and Finances law. The Budget and Finances law sets forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and to establish financial policies and procedures for the Nation which: institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets; provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes; identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects; establish a framework for effective financial risk management; and encourage participation by the Nation's membership. [1 O.C. 121.1-1]. The emergency amendments to the Budget and Finances law will:

- Clarify that the Oneida Business Committee may work with any other appropriate entity in addition to the Treasurer, Chief Financial Officer, and managers to compile a final draft budget to be presented to the General Tribal Council. [1 O.C. 121.5-4(c)]; and
- Remove the provision which only allows a continuing budget resolution to remain in effect for a maximum of three (3) months. [1 O.C. 121.5-47(e)(1)].

The Legislative Procedures Act (“the LPA”) was adopted by the General Tribal Council for the purpose of providing a process for the adoption or amendment of laws of the Nation. [1 O.C. 109.1-1]. The LPA allows the Oneida Business Committee to take emergency action where it is necessary for the immediate preservation of the public health, safety, or general welfare of the Reservation population and when enactment or amendment of legislation is required sooner than would be possible under the LPA. [1 O.C. 109.9-5]. A public meeting and fiscal impact statement are not required for emergency legislation. [1 O.C. 109.8-1(b) and 109.9-5(a)].

The resolution provides that the emergency amendments to the Budget and Finances law are necessary for the preservation of the general welfare of the Reservation population in order to ensure that the Oneida Business Committee has an opportunity to approve the final draft budget, and the budget to subsequently be adopted, prior to the expiration of the current continuing budget resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*.



Additionally, observance of the requirements under the LPA for adoption of the emergency amendments to the Emergency Management law would be contrary to public interest since the process and requirements of the LPA cannot be completed in time to ensure that the current continuing budget resolution as adopted through resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*, does not expire on December 31, 2022, prior to the final approval of the budget by the Oneida Business Committee, and subsequent adoption of the budget.

The adoption of the emergency amendments to the Budget and Finances law will take effect immediately upon adoption by the Oneida Business Committee. The emergency amendments to the Budget and Finances law will remain effective for six (6) months. The Legislative Procedures Act provides the possibility to extend the emergency amendments for an additional six (6) months, or until the emergency amendments expires or are permanently adopted. [1 O.C. 109.9-5(b)].

### ***Conclusion***

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



## BUDGET AND FINANCES LAW EMERGENCY AMENDMENTS LEGISLATIVE ANALYSIS

### SECTION 1. EXECUTIVE SUMMARY

<i>Analysis by the Legislative Reference Office</i>	
Intent of the Proposed Amendments	<ul style="list-style-type: none"> <li>▪ Clarify that the Oneida Business Committee may work with any other appropriate entity in addition to the Treasurer, Chief Financial Officer, and managers to compile a final draft budget to be presented to the General Tribal Council. [1 O.C. 121.5-4(c)]; and</li> <li>▪ Remove the provision which only allows a continuing budget resolution to remain in effect for a maximum of three (3) months. [1 O.C. 121.5-47(e)(1)].</li> </ul>
Purpose	<p>To set forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and to establish financial policies and procedures for the Nation which:</p> <ul style="list-style-type: none"> <li>▪ institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets;</li> <li>▪ provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes;</li> <li>▪ identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects;</li> <li>▪ establish a framework for effective financial risk management; and</li> <li>▪ encourage participation by the Nation's membership. [1 O.C. 121.1-1]</li> </ul>
Affected Entities	Oneida Business Committee, General Tribal Council, Treasurer, CFO, Managers
Public Meeting	A public meeting is not required for emergency legislation [1 O.C. 109.8-1(b) and 109.9-5(a)].
Fiscal Impact	A fiscal impact statement is not required for emergency legislation [1 O.C. 109.9-5(a)].
Expiration of Emergency Legislation	Emergency legislation expires six (6) months after adoption and may be renewed for an additional six (6) month period.

### 1 SECTION 2. LEGISLATIVE DEVELOPMENT

- 2 A. **Background.** The Budget and Finances law (“the Law”), formerly known as the Budget Management  
3 and Control law, was first adopted by the Oneida Business Committee on February 8, 2017, through  
4 the adoption of resolution BC-02-08-17-C, and most recently amended on May 11, 2022, through the  
5 adoption of resolution BC-05-11-22-B. The Law sets forth the requirements to be followed by the  
6 Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to

7 the General Tribal Council for approval, and to establish financial policies and procedures for the  
8 Nation which: institutionalize best practices in financial management to guide decision makers in  
9 making informed decisions regarding the provision of services, implementation of business plans for  
10 enterprises, investments, and capital assets; provide a long term financial prospective and strategic  
11 intent, linking budget allocations to organizational goals, as well as providing fiscal controls and  
12 accountability for results and outcomes; identify and communicate to the membership of the Nation  
13 spending decisions for the government function, grant obligations, enterprises, membership mandates,  
14 capital expenditures, technology projects, and capital improvement projects; establish a framework for  
15 effective financial risk management; and encourage participation by the Nation's membership. [1 O.C.  
16 121.1-1].

17 **B. Request for Emergency Amendments.** On October 18, 2022, during a work session the Oneida  
18 Business Committee discussed the processing of the Fiscal Year 2023 (FY23) budget. Issues identified  
19 for the delayed processing of the FY23 budget include: delayed start of the budget process due to  
20 compensation studies; end of December deadline for approval of the budget required by the Budget and  
21 Finances law; medical leave of the Treasurer and Assistant Chief Financial Officer; and the impending  
22 leave of the Chief Financial Officer in December. The Chief Financial Officer presented and discussed  
23 four (4) options on how to move forward. One (1) option was agreed to by consensus of the Oneida  
24 Business Committee during the work session, which was to retain a third-party public accounting  
25 firm/consultant to process the FY23 Budget. In addition, due to the time that will be needed to move  
26 forward with this consensus decision, the Oneida Business Committee determined that the expiration  
27 of the continuing budget resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*, on  
28 December 31, 2022, and its intended deadline of the adoption of the budget by that expiration will not  
29 be met. The Oneida Business Committee requested the LOC consider emergency amendments to the  
30 Budget and Finances law to allow for additional time to adopt the annual budget. The Legislative  
31 Operating Committee added the Budget and Finances law emergency amendments to its Active Files  
32 List on October 19, 2022.

33

### 34 **SECTION 3. CONSULTATION AND OUTREACH**

35 **A.** Representatives from the following departments or entities participated in the development of the  
36 emergency amendments to this Law and legislative analysis:

37     ▪ Oneida Law Office.

38 **B.** The Legislative Operating Committee has held the following work meetings specific to the proposed  
39 emergency amendments to this Law:

40     ▪ October 18, 2022: Oneida Business Committee work session. Councilmembers Jordan, Webster,  
41 Metoxen, and Cornelius were present in the Oneida Business Committee work session.

42

### 43 **SECTION 4. PROCESS**

44 **A.** These amendments are being considered on an emergency basis. The Oneida Business Committee may  
45 temporarily enact emergency legislation where legislation is necessary for the immediate preservation  
46 of public health, safety, or general welfare of the Reservation population and enactment, or amendment  
47 of legislation is required sooner than would be possible under this law. [1 O.C. 109.9-5].

48     ▪ The emergency adoption of amendments to this Law are necessary for the preservation of the  
49 general welfare of the Reservation population in order to ensure that the Oneida Business

- 50 Committee has an opportunity to approve the final draft budget, and the budget to subsequently be  
51 adopted, prior to the expiration of the current continuing budget resolution BC-09-14-22-D,  
52 *Continuing to Operate Fiscal Year 2023*.
- 53 ■ Observance of the requirements under the Legislative Procedures Act for adoption of the  
54 emergency amendments to this Law would be contrary to public interest since the process and  
55 requirements of the Legislative Procedures Act cannot be completed in time to ensure that the  
56 current continuing budget resolution as adopted through resolution BC-09-14-22-D, *Continuing to*  
57 *Operate Fiscal Year 2023*, does not expire on December 31, 2022, prior to the final approval of the  
58 budget by the Oneida Business Committee, and subsequent adoption of the budget.
  - 59 B. The emergency amendments will expire six (6) months after adoption, with one (1) opportunity for a  
60 six (6) month extension of the emergency amendments. [1 O.C. 109.9-5(b)].
  - 61 C. The Legislative Procedures Act does not require a public meeting or fiscal impact statement when  
62 considering emergency legislation. [1 O.C. 109.9-5(a)]. However, a public meeting and fiscal impact  
63 statement will eventually be required when considering permanent adoption of this Law.
  - 64 D. The Legislative Operating Committee added these emergency amendments to the Active Files List on  
65 October 19, 2022.

66

## 67 SECTION 5. CONTENTS OF THE LEGISLATION

- 68 A. ***Final Draft Budget.*** Previously, the Law provided that the Oneida Business Committee shall work  
69 with the Treasurer, CFO, and managers to compile a final draft budget to be presented to the General  
70 Tribal Council. The proposed emergency amendments to the Law clarify that the Oneida Business  
71 Committee may work with any other appropriate entity in addition to the Treasurer, Chief Financial  
72 Officer, and managers to compile a final draft budget to be presented to the General Tribal Council. [1  
73 O.C. 121.5-4(c)].
- 74 ■ ***Effect.*** The proposed emergency amendments to the Law provides greater clarification that  
75 the Oneida Business Committee may work with any appropriate entity to compile a final draft  
76 budget to be presented to the General Tribal Council.
- 77 B. ***Continuing Budget Resolution.*** Previously, the Law provided that in the event that the General Tribal  
78 Council does not adopt a budget by September 30th, the Oneida Business Committee may adopt a  
79 continuing budget resolution for a period of time not to exceed three (3) months, until such a time as a  
80 budget is adopted by the General Tribal Council. [1 O.C. 121.5-4(e)(1)]. The proposed emergency  
81 amendments to the Law remove the provision which only allows a continuing budget resolution to  
82 remain in effect for a maximum of three (3) months. [1 O.C. 121.5-4(e)(1)].
- 83 ■ ***Effect.*** The emergency amendment provides greater flexibility in the length of time a  
84 continuing budget resolution is allowed to remain in place.

85

## 86 SECTION 6. EXISTING LEGISLATION

- 87 A. ***Related Legislation.*** The following laws of the Nation are related to the emergency amendments to this  
88 Law:
- 89 ■ ***Legislative Procedures Act.*** The Legislative Procedures Act was adopted by the General Tribal  
90 Council on January 7, 2013, for the purpose of providing a standard process for the adoption  
91 of laws of the Nation which includes taking into account comments from members of the  
92 Nation and input from agencies of the Nation. [1 O.C. 109.1-1, 109.1-2].

- 93                   ▪ The Legislative Procedures Act provides a process for the adoption of emergency  
94                   legislation when the legislation is necessary for the immediate preservation of the  
95                   public health, safety, or general welfare of the Reservation population and the  
96                   enactment or amendment of legislation is required sooner than would be possible under  
97                   this law. [1 O.C. 109.9-5].
- 98                   ▪ The Legislative Operating Committee is responsible for first reviewing the  
99                   emergency legislation and for forwarding the legislation to the Oneida  
100                  Business Committee for consideration. [1 O.C. 109.9-5(a)].
- 101                  ▪ The proposed emergency legislation is required to have a legislative analysis  
102                  completed and attached prior to being sent to the Oneida Business Committee  
103                  for consideration. [1 O.C. 109.9-5(a)].
- 104                    a. A legislative analysis is a plain language analysis describing the  
105                    important features of the legislation being considered and factual  
106                    information to enable the Legislative Operating Committee to make  
107                    informed decisions regarding legislation. A legislative analysis  
108                    includes a statement of the legislation’s terms and substance; intent of  
109                    the legislation; a description of the subject(s) involved, including any  
110                    conflicts with Oneida or other law, key issues, potential impacts of the  
111                    legislation and policy considerations. [1 O.C. 109.3-1(g)].
- 112                  ▪ Emergency legislation does not require a fiscal impact statement to be  
113                  completed or a public comment period to be held. [1 O.C. 109.9-5(a)].
- 114                  ▪ Upon the determination that an emergency exists the Oneida Business  
115                  Committee can adopt emergency legislation. The emergency legislation  
116                  becomes effective immediately upon its approval by the Oneida Business  
117                  Committee. [1 O.C. 109.9-5(b)].
- 118                  ▪ Emergency legislation remains in effect for a period of up to six (6) months,  
119                  with an opportunity for a one-time emergency law extension of up to six (6)  
120                  months. [1 O.C. 109.9-5(b)].
- 121                  ▪ Adoption of these proposed emergency amendments conform with the requirements of  
122                  the Legislative Procedures Act.
- 123

## 124 SECTION 7. OTHER CONSIDERATIONS

- 125 **A. *Deadline for Permanent Adoption of Legislation.*** The adoption of emergency amendments to the Law  
126 expire six (6) months after adoption. The emergency legislation may be renewed for an additional six  
127 (6) month period.
- 128                  ▪ *Conclusion:* The Legislative Operating Committee will need to determine if the adoption of these  
129                  amendments is necessary on a permanent basis, and if so, develop the permanent amendments to  
130                  this Law within the next six (6) to twelve (12) months.
- 131 **B. *Fiscal Impact.*** A fiscal impact statement is not required for emergency legislation.
- 132                  ▪ Under the Legislative Procedures Act, a fiscal impact statement is required for all legislation except  
133                  emergency legislation [1 O.C. 109.6-1].

134

**Title 1. Government and Finances – Chapter 121**

**Twahwistatye?nítha?**

*We have a certain amount of money*

**BUDGET AND FINANCES**

- 121.1. Purpose and Policy
- 121.2. Adoption, Amendment, Repeal
- 121.3. Definitions
- 121.4. Authority and Responsibilities
- 121.5. Budget
- 121.6. Expenditures and Assets

- 121.7. Grants
- 121.8. Debts
- 121.9. Employment and Labor Allocations
- 121.10. Budget Contingency Planning
- 121.11. Reporting
- 121.12. Enforcement

**121.1. Purpose and Policy**

121.1-1. *Purpose.* The purpose of this law is to set forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and to establish financial policies and procedures for the Nation which:

- (a) institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets;
- (b) provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes;
- (c) identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects;
- (d) establish a framework for effective financial risk management; and
- (e) encourage participation by the Nation’s membership.

121.1-2. *Policy.* It is the policy of the Nation to rely on balanced-based budgeting strategies, identifying proper authorities and ensuring compliance and enforcement. The Nation shall use Generally Accepted Accounting Principles (GAAP), established by the Financial Accounting Standards Board, and the Governmental Accounting Standards Board (GASB) in accounting and reporting for the financial activities of the various entities of the Nation, unless they conflict with applicable legal requirements.

**121.2. Adoption, Amendment, Repeal**

121.2-1. This law was adopted by the Oneida Business Committee by resolution BC-02-08-17-C, ~~and~~ amended by resolution BC-05-11-22-B, and amended on an emergency basis by resolution BC- - - -.

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

121.2-3. Should a provision of this law or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this law which are considered to have legal force without the invalid portions.

121.2-4. In the event of a conflict between a provision of this law and a provision of another law, the provisions of this law shall control. Provided that, nothing in this law amends or repeals the



37 requirements of resolution BC-10-08-08-A, *Adopting Expenditure Authorization and Reporting*  
38 *Requirements*.

39 121.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

40

### 41 **121.3. Definitions**

42 121.3-1. This section shall govern the definitions of words and phrases used within this law. All  
43 words not defined herein shall be used in their ordinary and everyday sense.

44 (a) “Balanced budget” means that the cost of current expenses and service provisions is  
45 equal to the forecasted current revenue sources.

46 (b) “Capital contribution” means an act of giving money or assets to a company or  
47 organization.

48 (c) “Capital expenditure” means any non-recurring and non-physical improvement as  
49 follows:

50 (1) Any item with a cost of five thousand dollars (\$5,000) or more and a useful life  
51 of one (1) year or more; or

52 (2) Items purchased together where none of the items individually costs more than  
53 two thousand dollars (\$2,000), but the total purchase price for all of the items is ten  
54 thousand dollars (\$10,000) or more.

55 (d) “Capital improvement” means a non-recurring expenditure for physical improvements,  
56 including costs for:

57 (1) acquisition of existing buildings, land, or interests in land;

58 (A) Acquisition of existing buildings and land completed by the Oneida  
59 Land Commission are not included in this definition.

60 (2) construction of new buildings or other structures, including additions and major  
61 alterations;

62 (3) acquisition of fixed equipment;

63 (4) landscaping;

64 (5) physical infrastructure; and

65 (6) similar expenditures with a cost of five thousand dollars (\$5,000.00) or more  
66 and a useful life of one (1) year or more.

67 (e) “CFO” means the Nation’s Chief Financial Officer, or their designee at their discretion.

68 (f) “Debt” means the secured or unsecured obligations owed by the Nation.

69 (g) “Debt Service Coverage Ratio” means a measurement of creditors available cash flow  
70 to pay debt obligations. This ratio evaluates if an entity has income capacity to service  
71 debts.

72 (h) “Enterprise” means any area or activity of the Nation that is engaged in for the business  
73 of profit.

74 (i) “Executive Manager” means a position of employment within the Nation that is the  
75 highest level in the chain of command under the Oneida Business Committee who is  
76 responsible for a department or division of the Nation, as identified by the Oneida Business  
77 Committee through the adoption of a resolution.

78 (j) “Expenditure report” means a financial report which includes, but is not limited to, a  
79 statement of cash flows, revenues, costs and expenses, assets, liabilities, and a statement of  
80 financial position.

81 (k) “Finance Administration” means the department of the Nation which consists of the  
82 Chief Financial Officer, Assistant Chief Financial Officer, the executive assistant to the

83 Chief Financial Officer, and any other designated employee.

84 (l) “Fiscal year” means the one (1) year period each year from October 1<sup>st</sup> to September  
85 30<sup>th</sup>.

86 (m) “Fixed Charge Coverage Ratio” means a measurement of a creditors capacity of  
87 earnings level or ability to cover its fixed charges such as debt payments, interest expenses,  
88 and leases expenses. Financial institutions will evaluate this ratio for purposes of credit  
89 risk.

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

93 (o) “Government service” means any area or activity of the Nation that is not expected to  
94 create revenue for the Nation and not expected to make a profit at any time.

95 (p) “Line item” means the specific account within a fund unit’s budget or category that  
96 expenditures are charged to.

97 (q) “Manager” means the person in charge of directing, controlling, and administering the  
98 activities of a fund unit.

99 (r) “Nation” means the Oneida Nation.

100 (s) “Secretary” means the Oneida Nation Secretary, or their designee at their discretion.

101 (t) “Treasurer” means the Oneida Nation Treasurer, or their designee at their discretion.

102

#### 103 **121.4. Authority and Responsibilities**

104 121.4-1. *Oneida Business Committee.* The Oneida Business Committee shall:

105 (a) oversee the development of the Nation’s budget;

106 (b) oversee the implementation of the Nation’s budget;

107 (c) develop priorities, a strategic plan, or broad goals to assist in guiding the budget; and

108 (d) exercise the authority provided in Article IV, Section 1, of the Constitution and Bylaws  
109 of the Oneida Nation, as delegated to the Oneida Business Committee by the General Tribal  
110 Council.

111 121.4-2. *Treasurer.* In accordance with the Constitution and Bylaws of the Oneida Nation, the  
112 Nation’s Treasurer shall:

113 (a) accept, receive, receipt for, preserve and safeguard all funds in the custody of the  
114 Nation, whether they be funds of the Nation or special funds for which the Nation is acting  
115 as trustee or custodian;

116 (b) deposit all funds in such depository as the Nation shall direct and shall make and  
117 preserve a faithful record of such funds;

118 (c) submit expenditure reports and other financial reports as deemed necessary by the  
119 Oneida Business Committee or the General Tribal Council at:

120 (1) the annual General Tribal Council meeting;

121 (2) the semi-annual General Tribal Council meeting; and

122 (3) other such times as may be directed by the Oneida Business Committee or the  
123 General Tribal Council; and

124 (d) present the proposed draft budget to the General Tribal Council at the annual budget  
125 meeting.

126 121.4-3. *Chief Financial Officer.* The CFO shall:

127 (a) ensure the Nation’s budget is properly implemented;

128 (b) provide managers with monthly revenue and expense reports;



129 (c) assist with the submission and presentation of the Treasurer's report to the Oneida  
130 Business Committee, which shall specifically include any monthly variances that are  
131 either:

132 (1) a difference of three percent (3%) or more from the adopted annual budget; or

133 (2) fifty thousand dollars (\$50,000) or more in total;

134 (d) provide the Oneida Business Committee with information and reports as requested;

135 (e) present the Treasurer's report and hold financial condition meetings with the Nation's  
136 management on a minimum of a quarterly basis; and

137 (f) inform the appropriate Executive Manager of any fund unit which does not follow the  
138 budget development process guidelines or deadlines as set forth by the Treasurer.

139 121.4-4. *Managers*. Managers shall:

140 (a) ensure that their business units operate, on a day-to-day basis, in compliance with the  
141 budget adopted pursuant to this law;

142 (b) report to the CFO and their relevant Executive Manager explanations and corrective  
143 actions for any monthly variance that is either:

144 (1) a difference of three percent (3%) or more from the adopted annual budget; or

145 (2) fifty thousand dollars (\$50,000) or more in total;

146 (c) submit budget review reports to the CFO on a reasonable and timely basis not to exceed  
147 thirty (30) calendar days from the end of the month; and

148 (d) submit a budget for their fund unit in accordance with the budget schedule and  
149 guidelines as adopted by the Oneida Business Committee.

150

## 151 **121.5. Budget**

152 121.5-1. The Nation shall develop, adopt, and manage an annual budget. All revenues and  
153 expenditures of the Nation shall be in accordance with the annual budget.

154 (a) The Nation's budget shall be a balanced budget and not propose to spend more funds  
155 than are reasonably expected to become available to the Nation during that fiscal year.

156 (1) Underwriting debt resources or the utilization of existing debt instruments shall  
157 be expressly prohibited from use to balance the Nation's annual budget.

158 (b) The budget shall align with any strategic plan, broad goals, or priorities developed and  
159 adopted by the Oneida Business Committee on behalf of the Nation.

160 (c) The Nation's corporate entities shall not be included in the Nation's budget.

161 121.5-2. *Content of the Budget*. The Nation's budget shall include the following information:

162 (a) Estimated revenues to be received from all sources;

163 (b) The individual budgets of each fund unit;

164 (c) A description of each line item within each fund unit's budget;

165 (d) The estimated expenditures by each fund unit; and

166 (e) Summary of employment position counts including prior year, current year, and  
167 budgeted year.

168 121.5-3. *Fund Categories*. The Nation's budget shall include, but not be limited to, the following  
169 categories of fund accounts:

170 (a) *General Fund*. The General Fund account is the Nation's main operating fund which  
171 is used to account for all financial resources not accounted for in other funds.

172 (b) *Permanent Executive Contingency Fund*. The Permanent Executive Contingency Fund  
173 account is used by the Nation to prevent default on debt and to sustain operations during  
174 times of extreme financial distress.

175 (c) *Grant Reserve Fund*. The Grant Reserve Fund account is used by the Nation to pre-  
176 fund the expenditures of grants upon receipt.

177 121.5-4. *Budget Adoption Procedure*. The Nation shall develop and adopt its budget according  
178 to the following procedures:

179 (a) *Budget Schedule and Guidelines*. The Treasurer shall develop the necessary  
180 guidelines, including specific timelines and deadlines, to be followed by the managers that  
181 have budget responsibility in preparing and submitting proposed budgets. The Treasurer  
182 shall submit the guidelines to the Oneida Business Committee for review and approval  
183 through the adoption of a resolution.

184 (1) The budget schedule and guidelines shall include at least one (1) opportunity  
185 for community input from the Nation's membership on what should be included in  
186 the upcoming fiscal year budget.

187 (2) Each fund unit shall be responsible for complying with the budget schedule and  
188 guidelines to submit a proposed budget to the Treasurer. The Finance  
189 Administration shall not submit any budget on behalf of a fund unit unless granted  
190 express permission from the Oneida Business Committee.

191 (3) The Oneida Business Committee shall set a deadline through the adoption of a  
192 resolution for when the Treasurer shall submit their budget guidelines to the Oneida  
193 Business Committee for review and approval.

194 (b) *Annual Proposed Budgets*. The Treasurer shall receive, review, and compile the  
195 proposed budgets from all the fund units into the Nation's draft budget. The Treasurer shall  
196 present the Nation's draft budget to the Oneida Business Committee for review each year  
197 to ensure that it is consistent with the Nation's strategic plan, broad goals, and budget  
198 strategy.

199 (1) *Notification of Budget Increase or Decrease*. The Treasurer shall identify in  
200 the budget guidelines a percentage of an increase or decrease in a fund unit's budget  
201 from the prior year budget that is required to be noticed to the Oneida Business  
202 Committee. The Treasurer shall notify the Oneida Business Committee of any fund  
203 units whose proposed budget increased or decreased by this percentage.

204 (c) *Final Draft Budget*. The Oneida Business Committee shall work with the Treasurer,  
205 CFO, ~~and managers,~~ or other appropriate entity to compile a final draft budget to be  
206 presented to the General Tribal Council. The Oneida Business Committee shall approve,  
207 by resolution, the final draft budget to be presented to the General Tribal Council.

208 (d) *Community Meetings*. Once the Oneida Business Committee has approved the final  
209 draft budget, the Treasurer shall hold, at a minimum, two (2) community informational  
210 meetings to present the contents of the final draft budget that will be presented to the  
211 General Tribal Council.

212 (e) *Budget Adoption*. The Oneida Business Committee shall present the budget to the  
213 General Tribal Council with a request for adoption by resolution no later than September  
214 30th of each year. The General Tribal Council shall be responsible for adopting the  
215 Nation's budget.

216 (1) *Continuing Budget Resolution*. In the event that the General Tribal Council  
217 does not adopt a budget by September 30th, the Oneida Business Committee may  
218 adopt a continuing budget resolution ~~for a period of time not to exceed three (3)~~  
219 ~~months,~~ until such time as a budget is adopted ~~by the General Tribal Council~~. If the  
220 General Tribal Council does not adopt a budget within three (3) months of the

221 adoption of the continuing budget resolution, then the Oneida Business Committee  
222 shall ~~adopt~~proceed with the adoption of the Nation's budget.

223 (2) *Emergency Budget Adoption.* In the event that the Nation proclaims an  
224 emergency, in accordance with the Emergency Management law, that stays in effect  
225 for at least one (1) month and prevents the presentation to and adoption of the  
226 budget by the General Tribal Council, the Oneida Business Committee shall adopt  
227 the Nation's budget.

228 121.5-5. *Amendments to the Nation's Budget.* After the budget is adopted, amendments of the  
229 budget shall not be permitted unless it is necessary to avoid a budget deficit. The Treasurer and  
230 CFO shall identify when forecasted revenue and forecasted expenses are impacted in a manner  
231 which creates a deficit for the current fiscal year. The CFO shall provide the Oneida Business  
232 Committee a written fiscal analysis and any input on the potential budget amendment. The Oneida  
233 Business Committee shall be responsible for adopting an amendment to the budget through  
234 resolution of the Nation. The Oneida Business Committee shall present notification of the budget  
235 amendment at the next available General Tribal Council meeting.

236

### 237 **121.6. Expenditures and Assets**

238 121.6-1. *Authority to Expend Funds.* The Oneida Business Committee shall have the authority to  
239 expend appropriated funds in accordance with the Nation's adopted budget pursuant to the  
240 Procurement Rule Handbook developed by the Purchasing Department. The authority to expend  
241 funds is then necessarily delegated to other managers, including Executive Managers of the Nation  
242 who manage budgets pursuant to their job descriptions based on the Procurement Rule Handbook.

243 121.6-2. *Procurement Rule Handbook.* The Purchasing Department is delegated rulemaking  
244 authority in accordance with the Administrative Rulemaking law to develop a Procurement Rule  
245 Handbook which provides the sign-off process and authorities required to expend funds on behalf  
246 of the Nation.

247 121.6-3. *Fees and Charges.* A program or service of the Nation funded through Tribal  
248 contribution may charge fees for their services to cover operational costs.

249 (a) Before charging fees for services, a program or service shall first determine the full  
250 cost of providing the program or service. The full cost of providing a program or service  
251 includes all costs including operation costs, overhead such as direct and indirect costs, and  
252 depreciation.

253 (b) Fees and charges may cover the full cost of service or goods whenever such fee or  
254 charge would not present an undue financial burden to the recipient.

255 (c) Programs and services charging fees may offer fee waivers, provided that the program  
256 or service has developed a standard operating procedure which outlines fee waiver  
257 eligibility and requirements.

258 121.6-4. *Unbudgeted Expenditures.*

259 (a) *Approval of Unbudgeted Expenditures.* A fund unit shall not make an unbudgeted  
260 expenditure unless approval is granted by the Oneida Business Committee. The CFO shall  
261 provide the Oneida Business Committee a written fiscal analysis and any input on the  
262 potential unbudgeted expenditure. The Oneida Business Committee shall approve any  
263 unbudgeted expenditure through the adoption of a resolution prior to the expenditure being  
264 made by a fund unit.

265 (b) *Notification of Unbudgeted Expenditures.* The Oneida Business Committee shall set  
266 through resolution a threshold amount for unbudgeted expenditures that require

267 notification by the Oneida Business Committee to the General Tribal Council at the next  
268 available General Tribal Council meeting.

269 (c) *Unbudgeted Supplemental Funding.* In the event that the Nation receives any  
270 supplemental or emergency funding of two hundred and fifty thousand dollars (\$250,000)  
271 or more, the Oneida Business Committee shall develop and adopt, through resolution, a  
272 spending plan to guide expenditures of the supplemental funding in accordance with any  
273 provided guidance for the supplemental funding and audit compliance.

274 121.6-5. *Obligated Future Expenditures.* Notwithstanding an approved multi-year contract, no  
275 fund unit shall obligate the Nation to make any future expenditures beyond the current budget year  
276 unless the fund unit identifies, and the Oneida Business Committee approves through the adoption  
277 of a resolution, the source and extent of any future funds that are recommended to be held in  
278 reserve to meet that future obligation.

279 121.6-6. *Unexpended Funds.*

280 (a) *Unexpended Capital Improvement Funds.* Unexpended capital improvement funds  
281 shall carry over to the next fiscal year's budget, provided that such funds are required to  
282 remain appropriated for the same purpose as originally budgeted until the project is  
283 complete. Once a capital improvement project is complete, any remaining unexpended  
284 funds shall be returned to the General Fund.

285 (b) *Unexpended Capital Expenditure Funds.* The Treasurer shall ensure that all  
286 unexpended capital expenditure funds are reallocated to the fiscal year budget two (2) years  
287 out from the fiscal year in which the funds were unexpended. Such unexpended funds shall  
288 be returned to the General Fund.

289 121.6-7. *Capital Contributions.* Any capital contributions made by the Nation shall be identified  
290 in the annual budget.

291 (a) Any reassignment of a loan provided by the Nation into a capital contribution shall be  
292 noticed to the General Tribal Council.

293 121.6-8. Assets of the Nation shall not be divested, or borrowed against, to balance the annual  
294 budget.

295 121.6-9. *Capital Improvements.*

296 (a) *Capital Improvement Plan for Government Services.* The Oneida Business Committee  
297 shall develop, and the General Tribal Council shall approve, a capital improvement plan  
298 for government services.

299 (1) The capital improvement plan for government services shall cover a period of  
300 five (5) to ten (10) years and shall include any risks and liabilities.

301 (2) The capital improvement plan for government services shall be reassessed once  
302 every five (5) years. The Oneida Business Committee shall provide a status report  
303 and recommendation for any improvements that have not been completed or that  
304 have been modified at the time of the reassessment.

305 (b) *Capital Improvement Plan for Enterprises.* Capital improvement plans for enterprises  
306 may be brought forward as needed, provided that the Oneida Business Committee shall  
307 approve all capital improvement plans for enterprises.

308 (c) *Capital Improvement Plan Implementation.* Capital improvement plans for  
309 government services and enterprises shall be implemented, contingent on available funding  
310 capacity.

311

312 **121.7. Grants**

313 121.7-1. *Expending Grant Funds.* Grant funds shall be expended according to any non-negotiable  
314 grant requirements and guidelines of the granting agency.

315 (a) Grant funds may be utilized for, but not limited to, the following:

316 (1) purchases;

317 (2) travel;

318 (3) training;

319 (4) hiring grant required positions;

320 (5) incentives and retention efforts; and

321 (6) any other requirements attached to the funds as a condition of the Nation's  
322 acceptance of the grant funds.

323 (b) Grant funds may be utilized for an expenditure even when other policies of the Nation  
324 do not allow for Tribal contribution to make that same expenditure, if only grant funds are  
325 utilized for the expenditure and all requirements or obligations of the grant are met.  
326 Provided that, grant funds may be subject to the requirements of the budget contingency  
327 plan and any cost containment initiatives adopted by the Oneida Business Committee.

328 121.7-2. *Exhaustion of Non-Tribal Funds.* When grant funds provide for forward funding as  
329 applicable to a function for which the Nation's funds have also been appropriated, those grant  
330 funds shall be used before appropriating the Nation's funds unless the Nation's funds are needed  
331 to make up an otherwise shortfall in the overall fund unit budget or there is a restriction on the  
332 grant funds that provide otherwise.

333 121.7-3. *Grant Reporting.* At the time of submission of proposed annual budgets, any fund unit  
334 which receives grant funding shall submit a status report of the grant funding received to the  
335 Oneida Business Committee. The status report shall include, but not be limited to:

336 (a) information on the progress of the utilization of the grant funds;

337 (b) the number of employees the grant funding supports fully or partially; and

338 (c) compliance with obligations of the grant funding.

339 121.7-4. *Grant Reserve Fund Account.* The Oneida Business Committee shall maintain a Grant  
340 Reserve Fund account within the ownership investment report to be used to pre-fund the  
341 expenditures of grants upon receipt. The Grant Reserve Fund account shall be an obligated fund,  
342 that is fully funded with separately identified cash resources.

343 (a) The Treasurer, in consultation with the CFO, shall establish, and the Oneida Business  
344 Committee shall approve, the level of funds required in the Grant Reserve Fund account  
345 relative to the scale of grant dollars we receive on an annual basis.

346 (b) The Treasurer shall set aside funds within the budget in the Grant Reserve Fund account  
347 until the established level has been achieved.

348 121.7-5. *Grant Funded Positions.* If the grant funding for a fully grant funded position is  
349 eliminated, then the position shall be eliminated. To transition a position from grant funding to  
350 being funded through the Nation's budget, a manager shall follow the standard procedure for  
351 seeking the development and approval of a new position in the Nation's annual budget and labor  
352 allocations.

353  
354 **121.8. Debts**

355 121.8-1. *General.* The acquisition of debt by the Nation shall be processed in accordance with  
356 sound fiscal diligence. The Nation shall comply with all relevant federal and state banking laws,  
357 rules, and policies applicable to the credit agreement.



358 (a) Any debt instrument utilized by the Nation shall not exceed the life of what is being  
359 encumbered.

360 121.8-2. *Acquisition of Debt.* Any debt underwritten by the Nation for ten million dollars  
361 (\$10,000,000) or more shall be noticed to the General Tribal Council at the next available meeting  
362 prior to the execution of the credit agreement encumbering all pledges of repayment.

363 (a) If emergency circumstances exist which prevents the notice of the acquisition of debt  
364 to the General Tribal Council, the Oneida Business Committee may proceed with the  
365 acquisition of debt.

366 121.8-3. *Use of Debt.* Credit proceeds may be utilized for project capital, general use, financing  
367 of equity, and all unspecified uses. Compliance with debt covenants is required to avoid credit  
368 default.

369 121.8-4. *Credit Ratios.* Maintaining fiscally responsible prudent credit ratios is consistent with  
370 effective budget management and financial control.

371 (a) *Debt Service Coverage Ratio.* The Debt Service Coverage Ratio shall not exceed the  
372 acceptable range as defined by low-risk debt financing options at the specific financial  
373 institution.

374 (b) *Fixed Charge Coverage Ratio.* The Fixed Charge Coverage Ratio shall be maintained  
375 at the acceptable range as defined by low-risk debt financing options at the specific  
376 financial institution.

377 121.8-5. *Corporate Debt.* The Nation shall not be obligated to any debt obligations of its corporate  
378 entities.

379

## 380 **121.9. Employment and Labor Allocations**

381 121.9-1. *Employment Cap.* The Treasurer and CFO shall identify a maximum number of full-  
382 time equivalent (FTE) employees to be employed by the Nation. The Oneida Business Committee  
383 shall have the authority to approve this employment cap, and any amendments thereto, through the  
384 adoption of a resolution. The employment cap shall be reviewed annually by the Oneida Business  
385 Committee.

386 (a) Employment positions that are fully funded through grants shall not be included in the  
387 employment cap.

388 (b) The Nation shall not exceed the number of FTE employees identified in the  
389 employment cap.

390 121.9-2. *Labor Allocations List.* The Treasurer, CFO, Executive Managers, and the Executive  
391 Human Resources Director shall utilize the Nation's employment cap to develop a labor  
392 allocations list. The labor allocations list shall identify the number of FTE employees each  
393 employment area of the Nation is allocated. The Oneida Business Committee shall have the  
394 authority to adopt the labor allocation list, and any amendments thereto, through the adoption of a  
395 resolution. The Oneida Business Committee shall review the labor allocations list on an annual  
396 basis.

397 (a) The total number of FTE employees identified in the labor allocations list shall not  
398 exceed the Nation's employment cap.

399 (b) The Treasurer, CFO, Executive Managers, and Executive Human Resources Director  
400 shall develop a standard operating procedure which identifies a process for the  
401 consideration of requests to revise the labor allocations list. The Oneida Business  
402 Committee shall approve this standard operating procedure, and any amendments thereto,  
403 through the adoption of a resolution.

404 121.9-3. *Unbudgeted Positions*. Any position which has not been specifically budgeted for and  
405 included in the labor allocation list shall be prohibited. Budgeted labor dollars and approved  
406 positions shall not be transferrable in any form.

407 (a) *Exception*. The Oneida Business Committee may authorize an unbudgeted position for  
408 a fund unit. The CFO shall provide the Oneida Business Committee a written fiscal analysis  
409 and any input on the potential unbudgeted position. The Oneida Business Committee shall  
410 authorize the unbudgeted position through the adoption of a resolution.

411

#### 412 **121.10. Budget Contingency Planning**

413 121.10-1. *Budget Contingency Plan*. The Oneida Business Committee shall work with the CFO,  
414 Executive Managers, and managers to create a budget contingency plan which provides a strategy  
415 for the Nation to respond to extreme financial distress that could negatively impact the Nation.

416 (a) Extreme financial distress includes, but is not limited to:

- 417 (1) natural or human-made disasters;
- 418 (2) United States Government shutdown;
- 419 (3) emergency proclamations; and
- 420 (4) economic downturns.

421 (b) The Oneida Business Committee shall approve the budget contingency plan, and any  
422 amendments thereto, through the adoption of a resolution.

423 121.10-2. *Cost Saving Tools*. As part of the budget contingency plan, the Oneida Business  
424 Committee may require the use of cost saving tools, provided that the use of such complies with  
425 all laws of the Nation. Cost saving tools may include, but are not limited to, the use of the  
426 following:

- 427 (a) stabilization funds;
- 428 (b) reductions of expenditures;
- 429 (c) furloughs; and
- 430 (d) layoffs.

431 121.10-3. When the Oneida Business Committee determines that the Nation is under extreme  
432 financial distress, the Oneida Business Committee shall be responsible for implementing the  
433 budget contingency plan.

434 121.10-4. *Permanent Executive Contingency Fund Account*. The Oneida Business Committee  
435 shall maintain a Permanent Executive Contingency Fund account within the ownership investment  
436 report to be used to prevent default on debt and to sustain operations during times of extreme  
437 financial distress. The Permanent Executive Contingency Fund account shall be a restricted fund.

438 (a) The Permanent Executive Contingency Fund account shall consist of a minimum  
439 reserve of one (1) year of operating expenses to ensure continuity of business for the  
440 Nation.

441 (b) The Treasurer, in consultation with the CFO, shall establish, and the Oneida Business  
442 Committee shall approve through the adoption of a resolution, the percentage of the annual  
443 budget that shall be set aside in the Permanent Executive Contingency Fund account until  
444 the established level has been achieved.

445 (c) Funds in the Permanent Executive Contingency Fund account may only be used when  
446 the Oneida Business Committee has determined that the Nation is under extreme financial  
447 distress for the following purposes and only to the extent that alternative funding sources  
448 are unavailable:

- 449 (1) payments to notes payable to debt service, both principal and interest, and  
450 applicable service fees;
- 451 (2) employee payroll, including all applicable taxes;
- 452 (3) payments to vendors for gaming and retail;
- 453 (4) payments to vendors for governmental operations;
- 454 (5) payments to any other debt; and
- 455 (6) to sustain any of the Nation's other operations during implementation of the  
456 budget contingency plan.

457

**458 121.11. Reporting**

459 121.11-1. *Monthly Reporting.* The Treasurer shall provide monthly reports and quarterly  
460 operational reports from direct reports to the Oneida Business Committee in accordance with the  
461 Secretary's Oneida Business Committee packet schedule for the Oneida Business Committee  
462 meeting held for the acceptance of such reports.

463 (a) The Treasurer's monthly reports shall include revenue and expense summaries.

464 121.11-2. *Annual and Semi-Annual Reporting to the General Tribal Council.* The Treasurer shall  
465 report on all receipts and expenditures and the amount and nature of all funds in their possession  
466 and custody, at the annual and semi-annual General Tribal Council meetings, and at such other  
467 times as requested by the General Tribal Council or the Oneida Business Committee.

468 (a) The Treasurer reports shall include an independently audited annual financial statement  
469 that provides the status or conclusion of all the receipts and debts in possession of the  
470 Treasurer including, but not limited to, all corporations owned in full or in part by the  
471 Nation.

472 121.11-3. *Audits.* The Internal Audit Department, annually, shall conduct independent  
473 comprehensive performance audits, in accordance with the Nation's Audit law, the Financial  
474 Accounting Standards Board (FASB) and the Governmental Accounting Standards Board  
475 (GASB), of randomly selected fund units or of fund units deemed necessary by the Oneida  
476 Business Committee or Internal Audit Department. Each fund unit shall offer its complete  
477 cooperation to the Internal Audit Department. The Oneida Business Committee may, as it deems  
478 necessary, contract with an independent audit firm to conduct such audits.

479

**480 121.12. Enforcement**

481 121.12-1. *Compliance and Enforcement.* All employees and officials of the Nation shall comply  
482 with and enforce this law to the greatest extent possible.

483 (a) The Executive Managers shall notify the Oneida Business Committee of any fund unit  
484 which does not comply with the budget schedule or guidelines. A list of any fund units of  
485 an elected entity which did not comply with the budget schedule or guidelines shall be  
486 included in the annual report to the General Tribal Council.

487 121.12-2. *Violations.* Violations of this law shall be addressed using the applicable enforcement  
488 tools provided by the Nation's laws and policies including, but not limited to, those related to  
489 employment with the Nation, conflicts of interest, ethics, and removal from an elected position.

490 121.12-3. *Civil or Criminal Charges.* This law shall not be construed to preclude the Nation from  
491 pursuing civil or criminal charges under applicable law. Violations of applicable federal or state  
492 civil or criminal laws, or any laws of the Nation, may be pursued in a court having jurisdiction  
493 over any such matter.

494



495	<i>End.</i>
496	Adopted – BC-02-08-17-C
497	Emergency Amended – BC-11-24-20-E
498	Emergency Amended – BC-05-12-21-C
499	Emergency Extension – BC-11-10-21-B
500	Amended – BC-05-11-22-B
501	<u>Emergency Amended – BC- - - -</u>

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**Title 1. Government and Finances – Chapter 121**

**Twahwistatye?nítha?**

*We have a certain amount of money*

**BUDGET AND FINANCES**

- 121.1. Purpose and Policy
- 121.2. Adoption, Amendment, Repeal
- 121.3. Definitions
- 121.4. Authority and Responsibilities
- 121.5. Budget
- 121.6. Expenditures and Assets

- 121.7. Grants
- 121.8. Debts
- 121.9. Employment and Labor Allocations
- 121.10. Budget Contingency Planning
- 121.11. Reporting
- 121.12. Enforcement

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**121.1. Purpose and Policy**

121.1-1. *Purpose.* The purpose of this law is to set forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and to establish financial policies and procedures for the Nation which:

- (a) institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets;
- (b) provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes;
- (c) identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects;
- (d) establish a framework for effective financial risk management; and
- (e) encourage participation by the Nation’s membership.

121.1-2. *Policy.* It is the policy of the Nation to rely on balanced-based budgeting strategies, identifying proper authorities and ensuring compliance and enforcement. The Nation shall use Generally Accepted Accounting Principles (GAAP), established by the Financial Accounting Standards Board, and the Governmental Accounting Standards Board (GASB) in accounting and reporting for the financial activities of the various entities of the Nation, unless they conflict with applicable legal requirements.

**121.2. Adoption, Amendment, Repeal**

121.2-1. This law was adopted by the Oneida Business Committee by resolution BC-02-08-17-C, amended by resolution BC-05-11-22-B, and amended on an emergency basis by resolution BC-\_\_\_\_-\_\_\_\_-\_\_\_\_.

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

121.2-3. Should a provision of this law or the application thereof to any person or circumstances be held as invalid, such invalidity shall not affect other provisions of this law which are considered to have legal force without the invalid portions.

121.2-4. In the event of a conflict between a provision of this law and a provision of another law, the provisions of this law shall control. Provided that, nothing in this law amends or repeals the

37 requirements of resolution BC-10-08-08-A, *Adopting Expenditure Authorization and Reporting*  
38 *Requirements*.

39 121.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

40

### 41 **121.3. Definitions**

42 121.3-1. This section shall govern the definitions of words and phrases used within this law. All  
43 words not defined herein shall be used in their ordinary and everyday sense.

44 (a) “Balanced budget” means that the cost of current expenses and service provisions is  
45 equal to the forecasted current revenue sources.

46 (b) “Capital contribution” means an act of giving money or assets to a company or  
47 organization.

48 (c) “Capital expenditure” means any non-recurring and non-physical improvement as  
49 follows:

50 (1) Any item with a cost of five thousand dollars (\$5,000) or more and a useful life  
51 of one (1) year or more; or

52 (2) Items purchased together where none of the items individually costs more than  
53 two thousand dollars (\$2,000), but the total purchase price for all of the items is ten  
54 thousand dollars (\$10,000) or more.

55 (d) “Capital improvement” means a non-recurring expenditure for physical improvements,  
56 including costs for:

57 (1) acquisition of existing buildings, land, or interests in land;

58 (A) Acquisition of existing buildings and land completed by the Oneida  
59 Land Commission are not included in this definition.

60 (2) construction of new buildings or other structures, including additions and major  
61 alterations;

62 (3) acquisition of fixed equipment;

63 (4) landscaping;

64 (5) physical infrastructure; and

65 (6) similar expenditures with a cost of five thousand dollars (\$5,000.00) or more  
66 and a useful life of one (1) year or more.

67 (e) “CFO” means the Nation’s Chief Financial Officer, or their designee at their discretion.

68 (f) “Debt” means the secured or unsecured obligations owed by the Nation.

69 (g) “Debt Service Coverage Ratio” means a measurement of creditors available cash flow  
70 to pay debt obligations. This ratio evaluates if an entity has income capacity to service  
71 debts.

72 (h) “Enterprise” means any area or activity of the Nation that is engaged in for the business  
73 of profit.

74 (i) “Executive Manager” means a position of employment within the Nation that is the  
75 highest level in the chain of command under the Oneida Business Committee who is  
76 responsible for a department or division of the Nation, as identified by the Oneida Business  
77 Committee through the adoption of a resolution.

78 (j) “Expenditure report” means a financial report which includes, but is not limited to, a  
79 statement of cash flows, revenues, costs and expenses, assets, liabilities, and a statement of  
80 financial position.

81 (k) “Finance Administration” means the department of the Nation which consists of the  
82 Chief Financial Officer, Assistant Chief Financial Officer, the executive assistant to the

- 83 Chief Financial Officer, and any other designated employee.
- 84 (l) “Fiscal year” means the one (1) year period each year from October 1<sup>st</sup> to September
- 85 30<sup>th</sup>.
- 86 (m) “Fixed Charge Coverage Ratio” means a measurement of a creditors capacity of
- 87 earnings level or ability to cover its fixed charges such as debt payments, interest expenses,
- 88 and leases expenses. Financial institutions will evaluate this ratio for purposes of credit
- 89 risk.
- 90 (n) “Fund unit” means any board, committee, commission, service, program, enterprise,
- 91 department, office, or any other division or non-division of the Nation which receives an
- 92 appropriation approved by the Nation.
- 93 (o) “Government service” means any area or activity of the Nation that is not expected to
- 94 create revenue for the Nation and not expected to make a profit at any time.
- 95 (p) “Line item” means the specific account within a fund unit’s budget or category that
- 96 expenditures are charged to.
- 97 (q) “Manager” means the person in charge of directing, controlling, and administering the
- 98 activities of a fund unit.
- 99 (r) “Nation” means the Oneida Nation.
- 100 (s) “Secretary” means the Oneida Nation Secretary, or their designee at their discretion.
- 101 (t) “Treasurer” means the Oneida Nation Treasurer, or their designee at their discretion.
- 102

#### 103 **121.4. Authority and Responsibilities**

104 121.4-1. *Oneida Business Committee.* The Oneida Business Committee shall:

- 105 (a) oversee the development of the Nation’s budget;
- 106 (b) oversee the implementation of the Nation’s budget;
- 107 (c) develop priorities, a strategic plan, or broad goals to assist in guiding the budget; and
- 108 (d) exercise the authority provided in Article IV, Section 1, of the Constitution and Bylaws
- 109 of the Oneida Nation, as delegated to the Oneida Business Committee by the General Tribal
- 110 Council.

111 121.4-2. *Treasurer.* In accordance with the Constitution and Bylaws of the Oneida Nation, the

112 Nation’s Treasurer shall:

- 113 (a) accept, receive, receipt for, preserve and safeguard all funds in the custody of the
- 114 Nation, whether they be funds of the Nation or special funds for which the Nation is acting
- 115 as trustee or custodian;
- 116 (b) deposit all funds in such depository as the Nation shall direct and shall make and
- 117 preserve a faithful record of such funds;
- 118 (c) submit expenditure reports and other financial reports as deemed necessary by the
- 119 Oneida Business Committee or the General Tribal Council at:
- 120 (1) the annual General Tribal Council meeting;
- 121 (2) the semi-annual General Tribal Council meeting; and
- 122 (3) other such times as may be directed by the Oneida Business Committee or the
- 123 General Tribal Council; and
- 124 (d) present the proposed draft budget to the General Tribal Council at the annual budget
- 125 meeting.

126 121.4-3. *Chief Financial Officer.* The CFO shall:

- 127 (a) ensure the Nation’s budget is properly implemented;
- 128 (b) provide managers with monthly revenue and expense reports;

- 129 (c) assist with the submission and presentation of the Treasurer's report to the Oneida  
130 Business Committee, which shall specifically include any monthly variances that are  
131 either:
- 132 (1) a difference of three percent (3%) or more from the adopted annual budget; or
  - 133 (2) fifty thousand dollars (\$50,000) or more in total;
- 134 (d) provide the Oneida Business Committee with information and reports as requested;
- 135 (e) present the Treasurer's report and hold financial condition meetings with the Nation's  
136 management on a minimum of a quarterly basis; and
- 137 (f) inform the appropriate Executive Manager of any fund unit which does not follow the  
138 budget development process guidelines or deadlines as set forth by the Treasurer.

139 121.4-4. *Managers*. Managers shall:

- 140 (a) ensure that their business units operate, on a day-to-day basis, in compliance with the  
141 budget adopted pursuant to this law;
- 142 (b) report to the CFO and their relevant Executive Manager explanations and corrective  
143 actions for any monthly variance that is either:
  - 144 (1) a difference of three percent (3%) or more from the adopted annual budget; or
  - 145 (2) fifty thousand dollars (\$50,000) or more in total;
- 146 (c) submit budget review reports to the CFO on a reasonable and timely basis not to exceed  
147 thirty (30) calendar days from the end of the month; and
- 148 (d) submit a budget for their fund unit in accordance with the budget schedule and  
149 guidelines as adopted by the Oneida Business Committee.

150

151 **121.5. Budget**

152 121.5-1. The Nation shall develop, adopt, and manage an annual budget. All revenues and  
153 expenditures of the Nation shall be in accordance with the annual budget.

- 154 (a) The Nation's budget shall be a balanced budget and not propose to spend more funds  
155 than are reasonably expected to become available to the Nation during that fiscal year.
  - 156 (1) Underwriting debt resources or the utilization of existing debt instruments shall  
157 be expressly prohibited from use to balance the Nation's annual budget.
- 158 (b) The budget shall align with any strategic plan, broad goals, or priorities developed and  
159 adopted by the Oneida Business Committee on behalf of the Nation.
- 160 (c) The Nation's corporate entities shall not be included in the Nation's budget.

161 121.5-2. *Content of the Budget*. The Nation's budget shall include the following information:

- 162 (a) Estimated revenues to be received from all sources;
- 163 (b) The individual budgets of each fund unit;
- 164 (c) A description of each line item within each fund unit's budget;
- 165 (d) The estimated expenditures by each fund unit; and
- 166 (e) Summary of employment position counts including prior year, current year, and  
167 budgeted year.

168 121.5-3. *Fund Categories*. The Nation's budget shall include, but not be limited to, the following  
169 categories of fund accounts:

- 170 (a) *General Fund*. The General Fund account is the Nation's main operating fund which  
171 is used to account for all financial resources not accounted for in other funds.
- 172 (b) *Permanent Executive Contingency Fund*. The Permanent Executive Contingency Fund  
173 account is used by the Nation to prevent default on debt and to sustain operations during  
174 times of extreme financial distress.

- 175 (c) *Grant Reserve Fund*. The Grant Reserve Fund account is used by the Nation to pre-  
176 fund the expenditures of grants upon receipt.
- 177 121.5-4. *Budget Adoption Procedure*. The Nation shall develop and adopt its budget according  
178 to the following procedures:
- 179 (a) *Budget Schedule and Guidelines*. The Treasurer shall develop the necessary  
180 guidelines, including specific timelines and deadlines, to be followed by the managers that  
181 have budget responsibility in preparing and submitting proposed budgets. The Treasurer  
182 shall submit the guidelines to the Oneida Business Committee for review and approval  
183 through the adoption of a resolution.
- 184 (1) The budget schedule and guidelines shall include at least one (1) opportunity  
185 for community input from the Nation's membership on what should be included in  
186 the upcoming fiscal year budget.
- 187 (2) Each fund unit shall be responsible for complying with the budget schedule and  
188 guidelines to submit a proposed budget to the Treasurer. The Finance  
189 Administration shall not submit any budget on behalf of a fund unit unless granted  
190 express permission from the Oneida Business Committee.
- 191 (3) The Oneida Business Committee shall set a deadline through the adoption of a  
192 resolution for when the Treasurer shall submit their budget guidelines to the Oneida  
193 Business Committee for review and approval.
- 194 (b) *Annual Proposed Budgets*. The Treasurer shall receive, review, and compile the  
195 proposed budgets from all the fund units into the Nation's draft budget. The Treasurer shall  
196 present the Nation's draft budget to the Oneida Business Committee for review each year  
197 to ensure that it is consistent with the Nation's strategic plan, broad goals, and budget  
198 strategy.
- 199 (1) *Notification of Budget Increase or Decrease*. The Treasurer shall identify in  
200 the budget guidelines a percentage of an increase or decrease in a fund unit's budget  
201 from the prior year budget that is required to be noticed to the Oneida Business  
202 Committee. The Treasurer shall notify the Oneida Business Committee of any fund  
203 units whose proposed budget increased or decreased by this percentage.
- 204 (c) *Final Draft Budget*. The Oneida Business Committee shall work with the Treasurer,  
205 CFO, managers, or other appropriate entity to compile a final draft budget to be presented  
206 to the General Tribal Council. The Oneida Business Committee shall approve, by  
207 resolution, the final draft budget to be presented to the General Tribal Council.
- 208 (d) *Community Meetings*. Once the Oneida Business Committee has approved the final  
209 draft budget, the Treasurer shall hold, at a minimum, two (2) community informational  
210 meetings to present the contents of the final draft budget that will be presented to the  
211 General Tribal Council.
- 212 (e) *Budget Adoption*. The Oneida Business Committee shall present the budget to the  
213 General Tribal Council with a request for adoption by resolution no later than September  
214 30th of each year. The General Tribal Council shall be responsible for adopting the  
215 Nation's budget.
- 216 (1) *Continuing Budget Resolution*. In the event that the General Tribal Council  
217 does not adopt a budget by September 30th, the Oneida Business Committee may  
218 adopt a continuing budget resolution until such time as a budget is adopted. If the  
219 General Tribal Council does not adopt a budget within three (3) months of the



220 adoption of the continuing budget resolution, then the Oneida Business Committee  
221 shall proceed with the adoption of the Nation's budget.

222 (2) *Emergency Budget Adoption.* In the event that the Nation proclaims an  
223 emergency, in accordance with the Emergency Management law, that stays in effect  
224 for at least one (1) month and prevents the presentation to and adoption of the  
225 budget by the General Tribal Council, the Oneida Business Committee shall adopt  
226 the Nation's budget.

227 121.5-5. *Amendments to the Nation's Budget.* After the budget is adopted, amendments of the  
228 budget shall not be permitted unless it is necessary to avoid a budget deficit. The Treasurer and  
229 CFO shall identify when forecasted revenue and forecasted expenses are impacted in a manner  
230 which creates a deficit for the current fiscal year. The CFO shall provide the Oneida Business  
231 Committee a written fiscal analysis and any input on the potential budget amendment. The Oneida  
232 Business Committee shall be responsible for adopting an amendment to the budget through  
233 resolution of the Nation. The Oneida Business Committee shall present notification of the budget  
234 amendment at the next available General Tribal Council meeting.

235

### 236 **121.6. Expenditures and Assets**

237 121.6-1. *Authority to Expend Funds.* The Oneida Business Committee shall have the authority to  
238 expend appropriated funds in accordance with the Nation's adopted budget pursuant to the  
239 Procurement Rule Handbook developed by the Purchasing Department. The authority to expend  
240 funds is then necessarily delegated to other managers, including Executive Managers of the Nation  
241 who manage budgets pursuant to their job descriptions based on the Procurement Rule Handbook.

242 121.6-2. *Procurement Rule Handbook.* The Purchasing Department is delegated rulemaking  
243 authority in accordance with the Administrative Rulemaking law to develop a Procurement Rule  
244 Handbook which provides the sign-off process and authorities required to expend funds on behalf  
245 of the Nation.

246 121.6-3. *Fees and Charges.* A program or service of the Nation funded through Tribal  
247 contribution may charge fees for their services to cover operational costs.

248 (a) Before charging fees for services, a program or service shall first determine the full  
249 cost of providing the program or service. The full cost of providing a program or service  
250 includes all costs including operation costs, overhead such as direct and indirect costs, and  
251 depreciation.

252 (b) Fees and charges may cover the full cost of service or goods whenever such fee or  
253 charge would not present an undue financial burden to the recipient.

254 (c) Programs and services charging fees may offer fee waivers, provided that the program  
255 or service has developed a standard operating procedure which outlines fee waiver  
256 eligibility and requirements.

257 121.6-4. *Unbudgeted Expenditures.*

258 (a) *Approval of Unbudgeted Expenditures.* A fund unit shall not make an unbudgeted  
259 expenditure unless approval is granted by the Oneida Business Committee. The CFO shall  
260 provide the Oneida Business Committee a written fiscal analysis and any input on the  
261 potential unbudgeted expenditure. The Oneida Business Committee shall approve any  
262 unbudgeted expenditure through the adoption of a resolution prior to the expenditure being  
263 made by a fund unit.

264 (b) *Notification of Unbudgeted Expenditures.* The Oneida Business Committee shall set  
265 through resolution a threshold amount for unbudgeted expenditures that require

266 notification by the Oneida Business Committee to the General Tribal Council at the next  
267 available General Tribal Council meeting.

268 (c) *Unbudgeted Supplemental Funding.* In the event that the Nation receives any  
269 supplemental or emergency funding of two hundred and fifty thousand dollars (\$250,000)  
270 or more, the Oneida Business Committee shall develop and adopt, through resolution, a  
271 spending plan to guide expenditures of the supplemental funding in accordance with any  
272 provided guidance for the supplemental funding and audit compliance.

273 121.6-5. *Obligated Future Expenditures.* Notwithstanding an approved multi-year contract, no  
274 fund unit shall obligate the Nation to make any future expenditures beyond the current budget year  
275 unless the fund unit identifies, and the Oneida Business Committee approves through the adoption  
276 of a resolution, the source and extent of any future funds that are recommended to be held in  
277 reserve to meet that future obligation.

278 121.6-6. *Unexpended Funds.*

279 (a) *Unexpended Capital Improvement Funds.* Unexpended capital improvement funds  
280 shall carry over to the next fiscal year's budget, provided that such funds are required to  
281 remain appropriated for the same purpose as originally budgeted until the project is  
282 complete. Once a capital improvement project is complete, any remaining unexpended  
283 funds shall be returned to the General Fund.

284 (b) *Unexpended Capital Expenditure Funds.* The Treasurer shall ensure that all  
285 unexpended capital expenditure funds are reallocated to the fiscal year budget two (2) years  
286 out from the fiscal year in which the funds were unexpended. Such unexpended funds shall  
287 be returned to the General Fund.

288 121.6-7. *Capital Contributions.* Any capital contributions made by the Nation shall be identified  
289 in the annual budget.

290 (a) Any reassignment of a loan provided by the Nation into a capital contribution shall be  
291 noticed to the General Tribal Council.

292 121.6-8. Assets of the Nation shall not be divested, or borrowed against, to balance the annual  
293 budget.

294 121.6-9. *Capital Improvements.*

295 (a) *Capital Improvement Plan for Government Services.* The Oneida Business Committee  
296 shall develop, and the General Tribal Council shall approve, a capital improvement plan  
297 for government services.

298 (1) The capital improvement plan for government services shall cover a period of  
299 five (5) to ten (10) years and shall include any risks and liabilities.

300 (2) The capital improvement plan for government services shall be reassessed once  
301 every five (5) years. The Oneida Business Committee shall provide a status report  
302 and recommendation for any improvements that have not been completed or that  
303 have been modified at the time of the reassessment.

304 (b) *Capital Improvement Plan for Enterprises.* Capital improvement plans for enterprises  
305 may be brought forward as needed, provided that the Oneida Business Committee shall  
306 approve all capital improvement plans for enterprises.

307 (c) *Capital Improvement Plan Implementation.* Capital improvement plans for  
308 government services and enterprises shall be implemented, contingent on available funding  
309 capacity.

310



311 **121.7. Grants**

312 121.7-1. *Expending Grant Funds.* Grant funds shall be expended according to any non-negotiable  
313 grant requirements and guidelines of the granting agency.

314 (a) Grant funds may be utilized for, but not limited to, the following:

315 (1) purchases;

316 (2) travel;

317 (3) training;

318 (4) hiring grant required positions;

319 (5) incentives and retention efforts; and

320 (6) any other requirements attached to the funds as a condition of the Nation's  
321 acceptance of the grant funds.

322 (b) Grant funds may be utilized for an expenditure even when other policies of the Nation  
323 do not allow for Tribal contribution to make that same expenditure, if only grant funds are  
324 utilized for the expenditure and all requirements or obligations of the grant are met.  
325 Provided that, grant funds may be subject to the requirements of the budget contingency  
326 plan and any cost containment initiatives adopted by the Oneida Business Committee.

327 121.7-2. *Exhaustion of Non-Tribal Funds.* When grant funds provide for forward funding as  
328 applicable to a function for which the Nation's funds have also been appropriated, those grant  
329 funds shall be used before appropriating the Nation's funds unless the Nation's funds are needed  
330 to make up an otherwise shortfall in the overall fund unit budget or there is a restriction on the  
331 grant funds that provide otherwise.

332 121.7-3. *Grant Reporting.* At the time of submission of proposed annual budgets, any fund unit  
333 which receives grant funding shall submit a status report of the grant funding received to the  
334 Oneida Business Committee. The status report shall include, but not be limited to:

335 (a) information on the progress of the utilization of the grant funds;

336 (b) the number of employees the grant funding supports fully or partially; and

337 (c) compliance with obligations of the grant funding.

338 121.7-4. *Grant Reserve Fund Account.* The Oneida Business Committee shall maintain a Grant  
339 Reserve Fund account within the ownership investment report to be used to pre-fund the  
340 expenditures of grants upon receipt. The Grant Reserve Fund account shall be an obligated fund,  
341 that is fully funded with separately identified cash resources.

342 (a) The Treasurer, in consultation with the CFO, shall establish, and the Oneida Business  
343 Committee shall approve, the level of funds required in the Grant Reserve Fund account  
344 relative to the scale of grant dollars we receive on an annual basis.

345 (b) The Treasurer shall set aside funds within the budget in the Grant Reserve Fund account  
346 until the established level has been achieved.

347 121.7-5. *Grant Funded Positions.* If the grant funding for a fully grant funded position is  
348 eliminated, then the position shall be eliminated. To transition a position from grant funding to  
349 being funded through the Nation's budget, a manager shall follow the standard procedure for  
350 seeking the development and approval of a new position in the Nation's annual budget and labor  
351 allocations.

352

353 **121.8. Debts**

354 121.8-1. *General.* The acquisition of debt by the Nation shall be processed in accordance with  
355 sound fiscal diligence. The Nation shall comply with all relevant federal and state banking laws,  
356 rules, and policies applicable to the credit agreement.

357 (a) Any debt instrument utilized by the Nation shall not exceed the life of what is being  
358 encumbered.

359 121.8-2. *Acquisition of Debt.* Any debt underwritten by the Nation for ten million dollars  
360 (\$10,000,000) or more shall be noticed to the General Tribal Council at the next available meeting  
361 prior to the execution of the credit agreement encumbering all pledges of repayment.

362 (a) If emergency circumstances exist which prevents the notice of the acquisition of debt  
363 to the General Tribal Council, the Oneida Business Committee may proceed with the  
364 acquisition of debt.

365 121.8-3. *Use of Debt.* Credit proceeds may be utilized for project capital, general use, financing  
366 of equity, and all unspecified uses. Compliance with debt covenants is required to avoid credit  
367 default.

368 121.8-4. *Credit Ratios.* Maintaining fiscally responsible prudent credit ratios is consistent with  
369 effective budget management and financial control.

370 (a) *Debt Service Coverage Ratio.* The Debt Service Coverage Ratio shall not exceed the  
371 acceptable range as defined by low-risk debt financing options at the specific financial  
372 institution.

373 (b) *Fixed Charge Coverage Ratio.* The Fixed Charge Coverage Ratio shall be maintained  
374 at the acceptable range as defined by low-risk debt financing options at the specific  
375 financial institution.

376 121.8-5. *Corporate Debt.* The Nation shall not be obligated to any debt obligations of its corporate  
377 entities.

378

### 379 **121.9. Employment and Labor Allocations**

380 121.9-1. *Employment Cap.* The Treasurer and CFO shall identify a maximum number of full-  
381 time equivalent (FTE) employees to be employed by the Nation. The Oneida Business Committee  
382 shall have the authority to approve this employment cap, and any amendments thereto, through the  
383 adoption of a resolution. The employment cap shall be reviewed annually by the Oneida Business  
384 Committee.

385 (a) Employment positions that are fully funded through grants shall not be included in the  
386 employment cap.

387 (b) The Nation shall not exceed the number of FTE employees identified in the  
388 employment cap.

389 121.9-2. *Labor Allocations List.* The Treasurer, CFO, Executive Managers, and the Executive  
390 Human Resources Director shall utilize the Nation's employment cap to develop a labor  
391 allocations list. The labor allocations list shall identify the number of FTE employees each  
392 employment area of the Nation is allocated. The Oneida Business Committee shall have the  
393 authority to adopt the labor allocation list, and any amendments thereto, through the adoption of a  
394 resolution. The Oneida Business Committee shall review the labor allocations list on an annual  
395 basis.

396 (a) The total number of FTE employees identified in the labor allocations list shall not  
397 exceed the Nation's employment cap.

398 (b) The Treasurer, CFO, Executive Managers, and Executive Human Resources Director  
399 shall develop a standard operating procedure which identifies a process for the  
400 consideration of requests to revise the labor allocations list. The Oneida Business  
401 Committee shall approve this standard operating procedure, and any amendments thereto,  
402 through the adoption of a resolution.

403 121.9-3. *Unbudgeted Positions*. Any position which has not been specifically budgeted for and  
404 included in the labor allocation list shall be prohibited. Budgeted labor dollars and approved  
405 positions shall not be transferrable in any form.

406 (a) *Exception*. The Oneida Business Committee may authorize an unbudgeted position for  
407 a fund unit. The CFO shall provide the Oneida Business Committee a written fiscal analysis  
408 and any input on the potential unbudgeted position. The Oneida Business Committee shall  
409 authorize the unbudgeted position through the adoption of a resolution.

410

#### 411 **121.10. Budget Contingency Planning**

412 121.10-1. *Budget Contingency Plan*. The Oneida Business Committee shall work with the CFO,  
413 Executive Managers, and managers to create a budget contingency plan which provides a strategy  
414 for the Nation to respond to extreme financial distress that could negatively impact the Nation.

415 (a) Extreme financial distress includes, but is not limited to:

- 416 (1) natural or human-made disasters;
- 417 (2) United States Government shutdown;
- 418 (3) emergency proclamations; and
- 419 (4) economic downturns.

420 (b) The Oneida Business Committee shall approve the budget contingency plan, and any  
421 amendments thereto, through the adoption of a resolution.

422 121.10-2. *Cost Saving Tools*. As part of the budget contingency plan, the Oneida Business  
423 Committee may require the use of cost saving tools, provided that the use of such complies with  
424 all laws of the Nation. Cost saving tools may include, but are not limited to, the use of the  
425 following:

- 426 (a) stabilization funds;
- 427 (b) reductions of expenditures;
- 428 (c) furloughs; and
- 429 (d) layoffs.

430 121.10-3. When the Oneida Business Committee determines that the Nation is under extreme  
431 financial distress, the Oneida Business Committee shall be responsible for implementing the  
432 budget contingency plan.

433 121.10-4. *Permanent Executive Contingency Fund Account*. The Oneida Business Committee  
434 shall maintain a Permanent Executive Contingency Fund account within the ownership investment  
435 report to be used to prevent default on debt and to sustain operations during times of extreme  
436 financial distress. The Permanent Executive Contingency Fund account shall be a restricted fund.

437 (a) The Permanent Executive Contingency Fund account shall consist of a minimum  
438 reserve of one (1) year of operating expenses to ensure continuity of business for the  
439 Nation.

440 (b) The Treasurer, in consultation with the CFO, shall establish, and the Oneida Business  
441 Committee shall approve through the adoption of a resolution, the percentage of the annual  
442 budget that shall be set aside in the Permanent Executive Contingency Fund account until  
443 the established level has been achieved.

444 (c) Funds in the Permanent Executive Contingency Fund account may only be used when  
445 the Oneida Business Committee has determined that the Nation is under extreme financial  
446 distress for the following purposes and only to the extent that alternative funding sources  
447 are unavailable:

- 448 (1) payments to notes payable to debt service, both principal and interest, and  
449 applicable service fees;
- 450 (2) employee payroll, including all applicable taxes;
- 451 (3) payments to vendors for gaming and retail;
- 452 (4) payments to vendors for governmental operations;
- 453 (5) payments to any other debt; and
- 454 (6) to sustain any of the Nation's other operations during implementation of the  
455 budget contingency plan.

456

**121.11. Reporting**

457 **121.11. Reporting**

458 121.11-1. *Monthly Reporting.* The Treasurer shall provide monthly reports and quarterly  
459 operational reports from direct reports to the Oneida Business Committee in accordance with the  
460 Secretary's Oneida Business Committee packet schedule for the Oneida Business Committee  
461 meeting held for the acceptance of such reports.

462 (a) The Treasurer's monthly reports shall include revenue and expense summaries.

463 121.11-2. *Annual and Semi-Annual Reporting to the General Tribal Council.* The Treasurer shall  
464 report on all receipts and expenditures and the amount and nature of all funds in their possession  
465 and custody, at the annual and semi-annual General Tribal Council meetings, and at such other  
466 times as requested by the General Tribal Council or the Oneida Business Committee.

467 (a) The Treasurer reports shall include an independently audited annual financial statement  
468 that provides the status or conclusion of all the receipts and debts in possession of the  
469 Treasurer including, but not limited to, all corporations owned in full or in part by the  
470 Nation.

471 121.11-3. *Audits.* The Internal Audit Department, annually, shall conduct independent  
472 comprehensive performance audits, in accordance with the Nation's Audit law, the Financial  
473 Accounting Standards Board (FASB) and the Governmental Accounting Standards Board  
474 (GASB), of randomly selected fund units or of fund units deemed necessary by the Oneida  
475 Business Committee or Internal Audit Department. Each fund unit shall offer its complete  
476 cooperation to the Internal Audit Department. The Oneida Business Committee may, as it deems  
477 necessary, contract with an independent audit firm to conduct such audits.

478

**121.12. Enforcement**

480 121.12-1. *Compliance and Enforcement.* All employees and officials of the Nation shall comply  
481 with and enforce this law to the greatest extent possible.

482 (a) The Executive Managers shall notify the Oneida Business Committee of any fund unit  
483 which does not comply with the budget schedule or guidelines. A list of any fund units of  
484 an elected entity which did not comply with the budget schedule or guidelines shall be  
485 included in the annual report to the General Tribal Council.

486 121.12-2. *Violations.* Violations of this law shall be addressed using the applicable enforcement  
487 tools provided by the Nation's laws and policies including, but not limited to, those related to  
488 employment with the Nation, conflicts of interest, ethics, and removal from an elected position.

489 121.12-3. *Civil or Criminal Charges.* This law shall not be construed to preclude the Nation from  
490 pursuing civil or criminal charges under applicable law. Violations of applicable federal or state  
491 civil or criminal laws, or any laws of the Nation, may be pursued in a court having jurisdiction  
492 over any such matter.

493

494	<i>End.</i>
495	Adopted – BC-02-08-17-C
496	Emergency Amended – BC-11-24-20-E
497	Emergency Amended – BC-05-12-21-C
498	Emergency Extension – BC-11-10-21-B
499	Amended – BC-05-11-22-B
500	Emergency Amended – BC-__-__-__-__

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Determine next steps regarding one (1) vacancy - Oneida Election Board

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## Business Committee Agenda Request

**1. Meeting Date Requested:** 10/26/22

**2. General Information:**

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

**3. Supporting Documents:**

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

**4. Budget Information:**

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

**5. Submission:**

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: Shannon Davis, Recording Clerk

Additional Requestor: (Name, Title/Entity)


Additional Requestor: (Name, Title/Entity)

Submitted By: SDAVIS



## Memorandum

TO: Oneida Business Committee

FROM: Brooke Doxtator, BCC Supervisor 

DATE: October 18, 2022

RE: Appointment(s) – Oneida Election Board

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### Background

One (1) vacancy was posted for the Oneida Election Board. The vacancy is to complete the term ending July 31, 2024.

The vacancy has been posted since July 2022. The latest application deadline was October 7, 2022, and one (1) application(s) was received for the following applicant(s):

- Patricia Moore

### Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending July 31, 2024
- 2) reject the selected applicant(s) and oppose the vote\*\*, OR
- 3) request the Secretary to re-notice the vacancy(ies)



Determine next steps regarding one (1) vacancy - Oneida Nation Arts Board

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## Business Committee Agenda Request

**1. Meeting Date Requested:** 10/26/22

**2. General Information:**

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

Justification: *Choose reason for Executive.*

**3. Supporting Documents:**

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

**4. Budget Information:**

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

**5. Submission:**

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: Shannon Davis, Recording Clerk

Additional Requestor: (Name, Title/Entity)


Additional Requestor: (Name, Title/Entity)

Submitted By: SDAVIS



## Memorandum

TO: Oneida Business Committee

FROM: Brooke Doxtator, BCC Supervisor 

DATE: October 18, 2022

RE: Appointment(s) – Oneida Nation Arts Board

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### Background

One (1) vacancy was posted for the Oneida Nation Arts Board. The vacancy is to complete term ending March 31, 2025.

The vacancy has been posted since January 7, 2022. The latest application deadline was October 7, 2022, and one (1) application(s) was received for the following applicant(s):

- Christine Klimmek

### Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending March 31, 2025, OR
- 2) reject the selected applicant(s) and oppose the vote\*\*, OR
- 3) request the Secretary to re-notice the vacancy(ies)

Determine next steps regarding five (5) vacancies - Oneida Youth Leadership Institute Board

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. General Information:

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

Justification: *Choose reason for Executive.*

3. Supporting Documents:

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

4. Budget Information:

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

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: Shannon Davis, Recording Clerk

Additional Requestor: (Name, Title/Entity)


Additional Requestor: (Name, Title/Entity)

Submitted By: SDAVIS



## Memorandum

TO: Oneida Business Committee

FROM: Brooke Doxtator, BCC Supervisor 

DATE: October 18, 2022

RE: Appointment(s) – Oneida Youth Leadership Institute Board

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### Background

Five (5) vacancies were posted for the Oneida Youth Leadership Institute Board. Two (2) vacancies are to complete terms ending June 30, 2024, and three (3) vacancies are to complete terms ending July 30, 2025.

Three (3) vacancies have been posted since 2019 and two (2) vacancies since 2021. The latest application deadline was October 7, 2022, and one (1) application(s) was received for the following applicant(s):

- Margaret Ellis

### Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending June 30, 2024 or June 30, 2025, OR
- 2) reject the selected applicant(s) and oppose the vote\*\*, OR
- 3) request the Secretary to re-notice the vacancy(ies)

Accept the October 17, 2022, regular Finance Committee meeting minutes

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the FC Minutes of 10/17/22 & E-Poll

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: All areas that require FC approval

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Larry Barton, Chief Financial Officer

Primary Requestor: Melissa Alvarado, Office Manager



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## INTERNAL MEMORANDUM

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**TO:** FINANCE COMMITTEE  
**FROM:** MELISSA ALVARADO, OFFICE MANAGER  
**SUBJECT:** E-POLL RESULTS – FC MINUTES OF OCTOBER 17, 2022  
**DATE:** 10/18/22

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An E-Poll vote of the Finance Committee was conducted to approve the Finance Committee meeting minutes of October 17, 2022. The E-Poll and minutes were sent out yesterday and concluded today. The results of the completed E-Poll are as follows:

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**E-POLL RESULTS:**

**There was a Majority of 4 FC members voting to approve the October 17, 2022 Finance Committee Meeting Minutes. FC Members voting included: Jennifer Webster, Kirby Metoxen, Chad Fuss, and Patrick Stensloff.**

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These Finance Committee Minutes of October 17, 2022 will be placed on the next Finance Committee agenda to acknowledge this E-Poll action. Per the FC By-Laws all Minutes of the FC will be submitted to the Secretary's Office once a month for BC acceptance.





# ONEIDA

## FINANCE COMMITTEE

### REGULAR MEETING

OCTOBER 17, 2022 - Time: 9:00 A.M

Business Committee Conference Room - NHC

## REGULAR MEETING MINUTES

### FC MEMBERS PRESENT:

Larry Barton, CFO/FC Vice-Chair

Kirby Metoxen, BC Council Member

Patrick Stensloff, Purchasing Director

Jennifer Webster, BC Council Member

Chad Fuss, Asst. Gaming CFO

**FC MEMBERS EXCUSED:** Cristina Danforth, Treasurer/FC Chair

### OTHERS PRESENT:

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

**II. APPROVAL OF AGENDA:** OCTOBER 17, 2022

Motion by Chad Fuss to approve the October 17, 2022 Finance Committee Meeting Agenda. Seconded by Jennifer Webster. Motion carried unanimously.

**III. MINUTES:** SEPTEMBER 19, 2022 (Approved via E-Poll on 09/19/22):

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on September 19, 2022 approving the September 19, 2022 Finance Committee Meeting Minutes. Seconded by Kirby Metoxen. Motion carried unanimously.

### IV. SPECIAL FC E-POLL:

- |  |                      |
|--|----------------------|
| 1. FY23 Blkt PO – PRN Health Services  | Amount: \$340,000.00 |
| Requester: Debra Santiago, Comp Health Services (Approved via E-Poll on 9/21/22) |                      |

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on September 21, 2022 approving the FY23 Blanket PO – PRN Health Services in the amount of \$340,000.00. Seconded by Chad Fuss. Kirby Metoxen abstained. Motion carried.

- |   |                     |
|---|---------------------|
| 2. Mavid Construction Contract Amendment                                    | Amount: \$54,962.00 |
| Requester: Wanda Diemel, Gaming Facilities (Approved via E-Poll on 9/21/22) |                     |

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on September 21, 2022 approving the Mavid Construction Contract Amendment in the amount of \$54,962.00. Seconded by Patrick Stensloff. Kirby Metoxen abstained. Motion carried.

**V. TABLED BUSINESS:** None

**VI. CAPITAL EXPENDITURES:** None

**VII. NEW BUSINESS:**

- |                             |                     |
|-----------------------------|---------------------|
| 1. FY23 Blkt PO – TYH LLC   | Amount: \$54,200.00 |
| Lisa Moore, Risk Management |                     |

Motion by Jennifer Webster to approve the FY23 Blanket PO for TYH LLC in the amount of \$54,200.00. Seconded by Chad Fuss. Motion carried unanimously.

- |                               |                     |
|-------------------------------|---------------------|
| 2. FY23 Blkt PO – VDH Nursing | Amount: \$67,104.00 |
| Lisa Moore, Risk Management   |                     |

Motion by Jennifer Webster to approve the FY23 Blanket PO for VDH Nursing in the amount of \$67,104.00. Seconded by Patrick Stensloff. Motion carried unanimously.

- |  |                     |
|--|---------------------|
| 3. FY23 Blkt PO – Neurology & Associates | Amount: \$56,000.00 |
| Lisa Moore, Risk Management              |                     |

Motion by Jennifer Webster to approve the FY23 Blanket PO for Neurology & Associates in the amount of \$56,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

- |                                |                     |
|--------------------------------|---------------------|
| 4. FY23 Blkt PO – EMPower, LLC | Amount: \$79,052.00 |
| Lisa Moore, Risk Management    |                     |

Motion by Jennifer Webster to approve the FY23 Blanket PO for EMPower LLC in the amount of \$79,052.00. Seconded by Kirby Metoxen. Motion carried unanimously.

- |   |                      |
|---|----------------------|
| 5. FY23 Blkt PO – Crawford/Broadspire-Loss Fund | Amount: \$300,000.00 |
| Lisa Moore, Risk Management                     |                      |

Motion by Jennifer Webster to approve the FY23 Blanket PO for Crawford/Broadspire-

Loss Fund in the amount of \$300,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

6. FY23 Blkt PO – Crawford/Broadspire-Fee  
Lisa Moore, Risk Management
- Amount: \$55,000.00

Motion by Jennifer Webster to approve the FY23 Blanket PO for Crawford/Broadspire-Fee in the amount of \$55,000.00. Seconded by Chad Fuss. Motion carried unanimously.

7. FY23 Blkt PO – St. Vincent Hospital  
Lisa Moore, Risk Management
- Amount: \$300,000.00

Motion by Jennifer Webster to approve the FY23 Blanket PO for St. Vincent Hospital in the amount of \$300,000.00. Seconded by Patrick Stensloff. Motion carried unanimously.

8. FY23 Blkt PO – Bellin Memorial Hospital  
Lisa Moore, Risk Management
- Amount: \$300,000.00

Motion by Patrick Stensloff to approve the FY23 Blanket PO for Bellin Memorial Hospital in the amount of \$300,000.00. Seconded by Jennifer Webster. Motion carried unanimously.

9. CTW Corporation – Construction Contract  
Paul Witek, Engineering
- Amount: \$91,193.00

Motion by Jennifer Webster to approve the CTW Corporation Construction Contract in the amount of \$91,193.00. Seconded by Chad Fuss. Motion carried unanimously.

10. FY23 Blkt PO – Performance Foods  
Sharon Mousseau, ONES
- Amount: \$300,000.00

Motion by Jennifer Webster to approve the FY23 Blanket PO for Performance Foods in the amount of \$300,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

11. Gitchi Gaming – Replacement Parts
- Amount: \$93,940.00

David Emerson, Gaming-Slots  
Motion by Jennifer Webster to approve the Gitchi Gaming – Replacement Parts in the amount of \$93,940.00. Seconded by Kirby Metoxen. Motion carried unanimously.

12. FY23 Blkt PO – Gordon Flesch-C810 Lease Amount: \$200,000.00  
Michelle Danforth-Anderson, Printing

Motion by Patrick Stensloff to approve the FY23 Blanket PO for Gordon Flesch-C810 Lease in the amount of \$200,000.00. Seconded by Jennifer Webster. Motion carried unanimously.

13. FY23 Blkt PO – Gordon Flesch- Existing Ricoh Addendum Amount: \$225,000.00  
Michelle Danforth-Anderson, Printing

Motion by Jennifer Webster to approve the FY23 Blanket PO for Gordon Flesch-Existing Ricoh Addendum in the amount of \$225,000.00. Seconded by Patrick Stensloff. Motion carried unanimously.

14. FY23 Blkt PO – Gordon Flesch-Existing Contract Click Charges Amount: \$175,000.00  
Michelle Danforth-Anderson, Printing

Motion by Chad Fuss to approve the FY23 Blanket PO for Gordon Flesch-Existing Contract Click Charges in the amount of \$175,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

15. FY23 Blkt PO – Gordon Flesch-Supplies Amount: \$50,000.00  
Michelle Danforth-Anderson, Printing

Motion by Jennifer Webster to approve the FY23 Blanket PO for Gordon Flesch-Supplies in the amount of \$50,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

16. FY23 Blkt PO – Steen Macek-Paper Supplies Amount: \$225,00.00  
Michelle Danforth-Anderson, Printing

Motion by Kirby Metoxen to approve the FY23 Blanket PO for Steen Macek-Paper

Supplies in the amount of \$225,000.00. Seconded by Patrick Stensloff. Motion carried unanimously.

17. FY23 Blkt PO – Oneida Post Office Amount: \$900,000.00  
Michelle Danforth-Anderson, Printing

Motion by Jennifer Webster to approve the FY23 Blanket PO for Oneida Post Office in the amount of \$900,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

18. FY23 Blkt PO – Pitney Bowes-Postage Meter Amount: \$100,000.00  
Michelle Danforth-Anderson, Printing

Motion by Chad Fuss to approve the FY23 Blanket PO for Pitney Bowers-Postage Meter in the amount of \$100,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

19. Soft Computer Consultants Inc.-Support/Maintenance Amount: \$284,698.00  
Debra Danforth, Comp Health

Motion by Jennifer Webster to approve the Soft Computer Consultants Inc.-Support/Maintenance in the amount of \$284,698.00. Seconded by Kirby Metoxen. Motion carried unanimously.

20. Mission Support Services LLC-Construction Contract Amount: \$189,500.00  
Craig Clausen, DPW Facilities

Motion by Chad Fuss to approve the Mission Support Services LLC-Construction Contract in the amount of \$189,500.00. Seconded by Patrick Stensloff. Motion carried unanimously.

## VIII. ONEIDA FINANCE FUND:

### Report:

1. Oneida Finance Fund Report – October 2022  
Melissa Alvarado, Office Manager

Motion by Jennifer Webster to accept the Oneida Finance Fund Report for October 2022.

Seconded by Kirby Metoxen. Motion carried unanimously.

**Requests:**

1. Kroc Center Gymnastics fees Amount: \$500.00  
Requester: Tabitha Hill for Ruthee

Motion by Jennifer Webster to approve from the Oneida Finance Fund the request for Kroc Center Gymnastics fees in the amount of \$500. Seconded by Patrick Stensloff. Motion carried unanimously.

2. National AAU Basketball fees Amount: \$500.00  
Requester: Tanya Danforth for DeBron

Motion by Jennifer Webster to approve from the Oneida Finance Fund the request for National AAU Basketball fees in the amount of \$500. Seconded by Kirby Metoxen. Motion carried unanimously.

3. UW Oshkosh CAPP Course for High schooler Amount: \$400.00  
Requester: Vern Doxtator for Willow

Motion by Jennifer Webster to approve from the Oneida Finance Fund the request for UW Oshkosh CAPP Course for High Schooler in the amount of \$400.00 with the proof of the 10% match requested. Seconded by Chad Fuss. Motion carried unanimously.

4. 1848 Legends AAU Basketball fees Amount: \$500.00  
Requester: Cindy John for Jaydah

Motion by Chad Fuss to approve from the Oneida Finance Fund the request for 1848 Legends AAU Basketball fees in the amount of \$500. Seconded by Patrick Stensloff. Motion carried unanimously.

5. Fire Fitness fees Amount: \$500.00  
Requester: Samantha Boucher

Motion by Kirby Metoxen to approve from the Oneida Finance Fund the request for Fire Fitness fees in the amount of \$500. Seconded by Chad Fuss. Motion carried unanimously.

6. Fire Fitness fees Amount: \$500.00  
Requester: Eric Boucher

Motion by Jennifer Webster to approve from the Oneida Finance Fund the request for Fire Fitness fees in the amount of \$500. Seconded by Kirby Metoxen. Motion carried unanimously.

#### **IX. DONATIONS:**

##### **Report:**

1. FC Donation Report – October 2022  
Melissa Alvarado, Office Manager

Motion by Patrick Stensloff to accept the Finance Committee Donation Report for October 2022. Seconded by Jennifer Webster. Motion carried unanimously.

##### **Requests:**

1. Oneida United Methodist Church  
Requester: Racquel Hill  
Amount: \$2,500.00

Motion by Kirby Metoxen to approve from the Finance Committee Donations the request from Oneida United Methodist Church for maintenance/upkeep of Sanctuary & Fellowship Hall in the amount of \$2,500. Seconded by Jennifer Webster. Motion carried unanimously.

**X. EXECUTIVE SESSION:** None

**XI. ADMINISTRATIVE /INTERNAL:** None

**XII. FOLLOW UP:** None

#### **XIII. FOR INFORMATION ONLY:**

1. FY23 Blanket POs for Gaming Slots (9)  
David Emerson, Gaming – Slots

Motion by Patrick Stensloff to accept the FY23 Blanket POs for Gaming Slots (9) as FYI. Seconded by Jennifer Webster. Motion carried unanimously.

2. Contract Support Cost Reimbursement/Payment to IHS  
Debra Danforth, Comp Health

Motion by Patrick Stensloff to approve the Contract Support Cost Reimbursement/Payment to IHS. Seconded by Jennifer Webster. Motion carried unanimously.

**XIV. ADJOURN:** Motion by Patrick Stensloff to adjourn. Seconded by Jennifer Webster.



Motion carried unanimously. Time: 10:08 A.M.

Minutes submitted by:  
Melissa Alvarado, Office Manager  
& Finance Committee Contact/Recording Secretary

*Finance Committee Approval Date of Minutes via E-Poll:* October 18, 2022

Accept the October 5, 2022, regular Legislative Operating Committee meeting minutes

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## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Accept the October 5, 2022, Legislative Operating Committee meeting minutes.

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: Legislative Operating  
Committee

5. **Additional attendees needed for this request:**

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: David P. Jordan, Councilman

Primary Requestor: Clorissa N. Santiago, LRO Senior Staff Attorney



**LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES**  
 Oneida Business Committee Conference Room-2<sup>nd</sup> Floor Norbert Hill Center  
 October 5, 2022  
 9:00 a.m.

**Present:** David P. Jordan, Jennifer Webster, Daniel Guzman King

**Excused:** Marie Cornelius, Kirby Metoxen

**Others Present:** Clorissa N. Leeman, Grace Elliot, Carolyn Salutz, Shannon Davis, Rhiannon Metoxen (Microsoft Teams), Joy Salzwedel (Microsoft Teams), Justin Nishimoto (Microsoft Teams), Matt Denny (Microsoft Teams), Derrick King (Microsoft Teams)

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

David P. Jordan called the October 5, 2022, Legislative Operating Committee meeting to order at 9:00 a.m.

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

**II. Minutes to be Approved**

**1. September 21, 2022 LOC Meeting Minutes**

Motion by Jennifer Webster to approve the September 21, 2022, LOC meeting minutes and forward to the Oneida Business Committee for consideration; seconded by Daniel Guzman King. Motion carried unanimously.

**III. Current Business**

**1. Oneida Nation Assistance Fund Law**

Motion by Jennifer Webster to approve the updated public comment review memorandum, draft, updated legislative analysis, and fiscal impact statement request memorandum, and forward to the Trust Enrollment Department Director directing that a fiscal impact statement be submitted to the Legislative Operating Committee by October 19, 2022; seconded by Daniel Guzman King. Motion carried unanimously.

**2. Back Pay Law Amendments**

Motion by Jennifer Webster to approve the draft of the proposed amendments to the Back Pay law and direct that a legislative analysis be completed; seconded by Daniel Guzman King. Motion carried unanimously.



**3. Emergency Management Law Amendments**

Motion by Jennifer Webster to approve the draft of the proposed amendments to the Emergency Management law and direct that a legislative analysis be completed; seconded by Daniel Guzman King. Motion carried unanimously.

**4. Traffic Law**

Motion by Jennifer Webster to accept the memorandum as information; seconded by Daniel Guzman King. Motion carried unanimously.

**IV. New Submissions****1. Oneida Personnel Commission Bylaws Amendments**

Motion by Jennifer Webster to add the Oneida Personnel Commission Bylaws amendments to the Active Files List with David P. Jordan as the sponsor; seconded by Daniel Guzman King. Motion carried unanimously.

**2. Furlough Law Amendments**

Motion by Jennifer Webster to add the Furlough amendments to the Active Files List with Jennifer Webster as the sponsor; seconded by Daniel Guzman King. Motion carried unanimously.

**V. Additions****VI. Administrative Items****1. E-Poll Results: Emergency Adoption of the Oneida Life Insurance Plan Law**

Motion by Daniel Guzman King to enter into the record the results of the September 21, 2022, e-poll entitled, Emergency Adoption of the Oneida Life Insurance Plan Law; seconded by Jennifer Webster. Motion carried unanimously.

**VII. Executive Session****VIII. Adjourn**

Motion by Jennifer Webster to adjourn at 9:16 a.m.; seconded by Daniel Guzman King. Motion carried unanimously.

Adopt resolution entitled Obligation for Change Management Initiatives Utilizing Tribal Contribution Savings

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

*Enter the requested motion related to this item.*

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

Josh Cottrell, Compensation and Benefits Director

Nic Reynolds, Training & Development Director

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

- |  |  |
|--|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution                                  | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted  | <input type="checkbox"/> Not Applicable          |
| <input checked="" type="checkbox"/> Other: Tribal Contribution Savings funded initiative |  |

**8. Submission:**

Authorized Sponsor: Todd Vandeneuvel, Executive HR Director

Primary Requestor: (Name, Title/Entity)



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



October 18, 2022

To: Oneida Business Committee

Re: Change Management Initiative Resolution

At the Regular September 28, 2022 meeting, the Oneida Business Committee passed a motion to allow for a late submission to the FRF Program office for an organizational change initiative proposed by HRD.

Attached is the proposed resolution authorizing funding for this proposal along with supporting documentation including the meeting minutes and initial proposal submitted for consideration.

Yaw^ko

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



## BC Resolution # Leave this line blank

### Obligation for Change Management Initiatives Utilizing Tribal Contribution Savings

- 1
- 2
- 3 **WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe
- 4 recognized by the laws of the United States of America; and
- 5
- 6 **WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- 7
- 8 **WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1,
- 9 of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- 10
- 11 **WHEREAS,** the Oneida Nation has received Fiscal Recovery Funds (FRF) through the American
- 12 Rescue Plan Act of 2021 (*ARPA*) funds to address matters arising out of the COVID-19
- 13 pandemic; and
- 14
- 15 **WHEREAS,** the Oneida Business Committee has approved application of ARPA FRF through the
- 16 revenue loss formula set forth in 31 CFR 35.6(d)(2), which applied these federal funds
- 17 throughout the Nation's budget to governmental programs business units beginning with
- 18 4272035; and
- 19
- 20 **WHEREAS,** the savings from the application of these funds has resulted in tribal funds being placed in
- 21 the line "Tribal Contribution Savings" in the Investment Report presented in the Treasurer's
- 22 Report; and
- 23
- 24 **WHEREAS,** the Oneida Business Committee has determined that Tribal Contribution Savings funds
- 25 should be used as set out in resolution # BC-06-09-21-B, as amended by resolution # BC-
- 26 06-23-21-C which designates percentage allocations to eight categories (*percentages*
- 27 *rounded*) –
- 28 • Direct Membership Assistance, 45% of funds;
- 29 • Housing, 17% of funds;
- 30 • Food and Agriculture, 12% of funds;
- 31 • Education, 6% of funds;
- 32 • Culture and Language, 10% of funds;
- 33 • Revenue Generations, 2% of funds;
- 34 • Government Roles and Responsibilities, 3% of funds;
- 35 • Overall Priority – Land, Infrastructure, Sovereignty, 5% of funds; and
- 36
- 37 **WHEREAS,** the Change Management Initiatives will provide funds to train organizational leaders and
- 38 employees in strengthening their skills related to leading and managing change as
- 39 described in the attached budget; and
- 40
- 41 **WHEREAS,** the Project Owner for the proposed project is requesting \$1,134,256.00 obligated from the
- 42 Tribal Contribution Savings, Government Roles and Responsibilities; and
- 43

44 **WHEREAS,** this project will be concluded by September 2025; and  
45

46 **WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and  
47

48 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of  
49 funds for the Change Management Project in the amount of \$1,134,256.00 from Tribal Contribution  
50 Savings, Government Roles and Responsibilities, with Todd VanDen Heuvel, Executive HR Director  
51 assigned as the Project Owner.



**DRAFT**

- D. Enter the e-poll results into the record regarding the approved exception to 3.6.1. of the American Rescue Plan Act (ARPA) and Fiscal Recovery Funds (FRF) Lost Revenue Projects SOP to allow for late submission to the FRF Program Office by the Executive HR Director (02:46:41)**  
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to enter the e-poll results into the record regarding the approved exception to 3.6.1. of the American Rescue Plan Act (ARPA) and Fiscal Recovery Funds (FRF) Lost Revenue Projects SOP to allow for late submission to the FRF Program Office by the Executive HR Director, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

**XIII. GENERAL TRIBAL COUNCIL**

- A. Review FY-2023 budget request and determine next steps (02:47:27)**  
Sponsor: Rae Skenandore, Budget Analyst

Motion by Lisa Liggins to cancel the tentative December 11, 2022, Special General Tribal Council meeting date for presentation and action on the FY-2023 budget; to direct the Chief Financial Officer to develop a presentation on the budget process for the FY-2023 and the content of the final budget for the Oneida Business Committee to present to the membership because a General Tribal Council meeting cannot be held prior to the end of calendar year 2022 as directed in the Budget and Finances law and to direct updates on this presentation be presented to the Oneida Business Committee at the monthly Business Committee work sessions; and to direct the Chief Financial Officer to bring back a resolution for adoption of the budget by the Oneida Business Committee in accordance with section 121.5-4(e)(1) of the Budget and Finances law and to direct updates on the resolution be brought back monthly to the Business Committee work session, seconded by Kirby Metoxen. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Lisa Liggins to approve the re-opening the FY-2023 draft budget to make corrections and updates based on the directives taken at today's meeting under agenda item XIII.A.; to direct the Chief Financial Officer to identify an open and closing date for re-opening the budget to make modifications; and to direct the Chief Financial Officer to provide updates at the monthly Business Committee work session regarding the opening and closing dates, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster

Motion by Lisa Liggins to direct that the placement in grade adjustment shall be calculated based on 1% to 4% based on the actual employee positions, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen

Not Present: Tina Danforth, Tehassi Hill, Jennifer Webster





# Change Management

Oneida Nation 2023



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## Executive Summary

The enclosed is a proposal to bring in leadership training and development opportunities to help the Oneida Nation leaders and employees improve the overall skillset of managing change within the Nation. The proposal has been put together at the request of Secretary Lisa Liggins from the Oneida Business Committee. However, several elements of this request have been worked on over the last several years. Below is included:

- Background on how/why this project proposal is coming forward
- Summaries of each proposal option
- Recommendations from the HR Training & Development Director

Although a specific recommendation is given, each of the proposals contained in this report would be effective and help the Oneida Nation improve in Change Management. Each is a viable option. An evaluation of each proposal, including pros and cons, as well as the detailed proposals are included at the end of this document.

### Background

Change Management and the idea of a Chief Innovation Office was previously discussed with the Oneida Business Committee at the BC Work Session on July 19<sup>th</sup>. The intention was to bring it back to the August BC Work Session but that did not happen for various reasons and the submission to the FRF Portal by the September 1 deadline was missed. The Secretary then conducted an E-Poll to request an exception to 3.6.1 of the American Rescue Plan Act (ARPA) and Fiscal recovery Funds (FRF) Lost Revenue Projects SOP to allow for late submission to the FRF Program office by the Executive HR Director. The E-Poll requested carried with approval from all seven BC members who voted in the poll.

Change Management has been a topic of discussion of the Oneida HR Training & Development team for the last several years. Signs and symptoms have emerged that the organization is collectively declining in its ability to effectively manage change. In addition, no formal change management structure exists, nor an approved change model for the Nation.

Through formal and informal inquiry and conversations with leaders and employees throughout the organization, it has been increasingly clear that some level of readiness and desire has emerged to see improvement with this area. Recent conversations with senior leaders, including the General Manager Mark Powless, Gaming Senior Leadership, and now the Oneida Business Committee have indicated that there is support for a desire to drive more effective change.

Secretary Liggins asked that HR (specifically, Training & Development) put together a proposal on what it might look like to address change management in the Oneida Nation. The goal would be to establish an infrastructure of skills and processes to build effective change management practices within the organization, so it is more successful at accomplishing its most strategic and important goals.

The proposals contained herein describe a series of training and development opportunities, which if executed, would effectively upskill the entire organization on how to address change management and the most crucial companion skills necessary to lead change. With proper leadership support and involvement this initiative will prepare Oneida to achieve greater results.



## Assumptions

Change Management can be a complicated topic. There are a few assumptions made to simplify and manage this proposal.

#1: Change Management is not an event, it way of thinking and behaving.

#2: Change Management skills are critically linked to several other leadership skills, including having difficult conversations, addressing accountability, and intentionally shaping organizational culture.

A singular event to train and instill a knowledge of change management will not change management practices in the Oneida Nation. It may create a spark of interest, occasional adoption in pockets of the organization, and an initial moment in the right direction. However, gravity, or the gradual return of old behaviors will pull backwards, especially as challenges and difficulties are encountered. What we are looking for is long-term behavior change and adoption of new/reinforced skill sets. We're looking to institutionalize a new norm of operation and approach to anything that needs to change. We're looking to achieve new results, improve processes or develop new ones, or address any other needed change.

Change Management therefore is something that must be tended to regularly, consciously thought about and decisions must be made, sometimes repeatedly to reaffirm and renew commitment and resolve.

Change can be difficult. It can be really difficult. In the face of change, employees will sometimes opt to voluntarily exit rather than adopt something new (i.e. during technology change, some may choose to leave, retire, or find a new role not associated with the new technology). Inevitably frustration will mount, temptation to return to old systems, processes, and results will flare up, and even top performers can struggle. To help manage the effects of change and to stay in front of the obstacles and roadblocks, leaders especially need to poses specific skills and competencies.

Perhaps most important, leaders need to know how to manage and navigate hard conversations. Until leaders are comfortable leaning into conflict and addressing it in a skill way with the right mindset, change will feel unattainable. Conflict avoidance, or the practice of ignoring or not recognizing conflict, is detrimental to any business function, but especially to progress towards key objectives, goals, strategies, etc. However, when conflict is seen as an opportunity, approached with a good mind, and skillfully navigated, it can become an asset and key factor for success.

Second, leaders must know how to drive positive, principle-centered accountability. Accountability can be a dirty word and inevitably most people think of accountability as a "got you" scenario where someone is getting into trouble. However, positive, principle centered accountability is akin to a fiercely held vision, a commitment to success, and a level of resilience to try again and again in the face of adversity. This kind of accountability will raise standards, drive performance, creating winning cultures, boost morale, and unify teams. Leaders who know how to lead this way will drive success a way that others cannot.

The right kind of accountability practices and conversations skills combined with change management competencies, create a core of leadership skills that can boost an organization

forward. These are the skills that must be addressed to help the Oneida Nation more adequately embrace and manage change going forward.

## Proposal Summaries

### FranklinCovey

This proposal is for three years of membership for all Oneida Nation employees and leaders to the FranklinCovey *Impact Platform*. The Nation would have the option of delivering virtual, in-person, or a combination of training to all employees and leaders from any of the solutions contained with the membership.

Total Cost:       \$964,390  
*(Approximately \$317,130 per year for three years and a onetime fee of \$3,000 for eLearning files to be uploaded in our new eLearning system and \$10,000 (approximation) to bring in a FranklinCovey facilitator to pilot the first session with the BC and executive leadership).*

#### Pros:

- Strong in Change Management
- Moderately strong approach accountability & tough conversations
- Open access to nearly unlimited amount of learning for all Oneida Nation employees (leaders and front line) on various other leadership skills
- Ability to develop plans and monitor progress for individuals and organizationally
- Ability to build and focus on specific competencies and skills
- Ability to upload various training and topics into the Oneida Nation eLearning System (L&D inside of My Oneida – GHR)
- Value to cost ration is extremely favorable to Oneida
- Cost of the *Impact Platform* is locked in for the duration of the content (no price increases)

#### Cons:

- The organization is highly familiar with FranklinCovey Training
- There is a bias against FranklinCovey that has been observed within the organization
- The connection to creating positive accountability and having difficult conversations is a little more abstract and will require some additional effort from Training & Development staff to ensure these points are understood and translated to behavior

#### What's included:

- All employees and leaders receive access to the FranklinCovey *Impact Platform*, and online learning portal designed to drive behavior change
- Access 27 of FranklinCovey's training solutions
- Access to more than 7 dozen Excelerators (30-60 minute eLearning-courses)
- Access to hundreds of Insights (5–15-minute micro eLearning courses)
- Access to nearly 2,000 topic-specific learning articles, videos, and tools
- Digital participant and facilitator materials at no charge, heavily discounted hard copies
- Impact Journeys (prescribed learning plans of specific competencies and skills)
- Unlimited certifications for internal facilitators

- Discounted rates for FranklinCovey consulting days
- Implementation specialist support
- 360° Assessment (assesses 25+ skills to diagnose development needs)

### **Crucial Learning:**

This proposal is a three-year plan to build specific competencies related to managing change. Formally called VitalSmarts, Crucial Learning is a training solution company that provides three main training solutions that hit squarely on the topics we are exploring. This option would be for an approximately three year plan to train all employees of the nation in live in-person, or live virtually delivered training.

Total Cost:       \$1,134,256  
(Includes in-house facilitator certification, participant materials, estimated shipping, masters classes with BC and executive teams)

#### Pros:

- *Crucial Conversations* course specifically hits on having hard discussions
- *Crucial Accountability* course specifically hits on positive accountability
- *Influencer* specifically hits on the topic of managing change
- Product is licensed and hard copies do not have to be shipped until ready to use (no need for storage of materials)
- Not time bound, can teach at the comfort level of the organization and ability of HR Training without worry of the materials expiring
- In-person, virtual, on-demand, or blended approaches to training.

#### Cons:

- Most expensive option
- Content wording can be higher level, problematic for some learners

#### What's included:

- *Crucial Conversations for Mastering Dialogue* for 2,300 employees
- *Crucial Conversations for Accountability* for 2,300 employees
- *Influencer* for 2,300 employees
- Master Classes on all three topics for BC and Senior Level Leadership—Masterclass will also be used to certify in-house facilitators.

### **Culture Partners**

This proposal contains an option to enter into services by Culture Partners. Culture Partners specializes in driving change through elevating personal, team, and organizational accountability. This proposal is for three years of services and access to all of Culture Partners intellectual property for use throughout the entire organization.

Total Cost:       \$1,010,000  
(Approximately \$320,000 per year (price locked until end of December after which the price doubles) and \$20,000 added for in-house printing participant materials and 30,000 per year for travel costs)



## Pros:

- Annual Culture of Accountability Diagnostic
- Culture Partner led skill building to learn models/tools and day-to-day application.
- Unlimited access to Culture Partners Accountability assets, including proprietary models and tools
- Digital eLearning platform and video library with more resources under development
- Leader-led, meaning champions outside of HR Training are enrolled to help drive alignment and application
- Close partnership providing 36 total services during three-year implementation

## Cons:

- Less focused on the practice of change management, more on achieving results
- Common org-wide goals may be elusive for us
- May require multiple levels of implementation rather than one org-wide implementation
- Physical copies of training materials are not available, we would need to print at our own cost for those who want physical copies

## What's included:

- 2023 services include:
  - Annual organizational Culture of Accountability Diagnostic
  - Unlimited access to Culture Partners Accountability assets, proprietary models & tools
  - Digital eLearning platform and video library
  - Facilitated sessions with leaders including development of a governance model and steering committee.
  - Certified internal "champions"
  - Guidance and support to champions during org-wide training
  - Quarterly leader integration meetings
  - Reinforcement meetings
  - 16 best practices
  - Year-end key result reviews
- Customized plans leading into 2024 and 2025

## Recommendations

There are various advantages to each of the proposals. Each would be a game changer for the Oneida Nation. An org-wide approach to building a foundation, and infrastructure of leadership skills at this scale has not been done in the history of the Oneida Nation. This is a step in the right direction towards strategically aligning the HR Training & Development function to the most important strategies of the Oneida Nation.

The Culture Partners proposal is an outstanding opportunity for the Oneida Nation to achieve great results with the assistance, monitoring, and coaching of a world-class organization. However, the approach may be too aggressive for the Oneida Nation as a first endeavor into an org-wide solution on a specific topic, such as change management. The focus of Culture Partners is on result, not necessarily building skills for change management. Therefore, it may not be the best choice out of the three.

Similarly, the FranklinCovey proposal is a top-notch solution and undoubtedly would have an enormous benefit to the entire organization. However, being that the solution is open to many other topics, it may create competing priorities and scope creep by the sheer amount of access it provides. The solution would adequately address the issue of change management; however, it falls a little shorter on the tackling the principles of HOW to drive accountability and manage difficult conversations. For these reasons, it also might not be the best choice for moving forward.

It is the opinion of the HR Training & Development Director that the Crucial Learning option is the best option for the Oneida Nation. This solution would provide direct support to all three pillars of leadership, including having hard conversations, driving positive, principled accountability, and learning real skills for influencing change. The solution is the most expensive of the three, however, it is marginally more expensive. The content does use a lot of acronyms, and it does tend to contain a higher level of speech and vocabulary, but these are easy hurdles for the training team to bridge as we deliver the content.

Appendix A

**Todd A. Vanden Heuvel**

---

**From:** Rae M. Skenandore  
**Sent:** Tuesday, October 18, 2022 1:32 PM  
**To:** Todd A. Vanden Heuvel; Lisa M. Summers; Mark W. Powless - General Mgr  
**Cc:** Nicole A. Rommel; Vanessa L. Miller; Tina M. Jorgensen; Carol J. Moore; Cheryl-Aliskwet J. Ellis; Lisa A. Liggins  
**Subject:** ARPA Approval  
**Attachments:** Resolution Template - Tribal Contribution Savings - Obligation\_updated 2022 06 28.docx

Good afternoon,

I apologize for the delay, there was some confusion on the notification. Below are all the projects and the amount approved for the TC Savings projects. Attached is the resolution template. If you have not done so already, please submit a completed resolution for your project along with the backup information to [BC Agenda Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org) for final approval.

Area	Project	Amount Requested	Allocation Category
BC SS	Unkwehunwe	150,000	Government Roles
ONF	Processing beef costs	75,000	Food and Ag
ONF	Update combine	635,500	Food and Ag
ONF	Shop, Office, Market	1,846,000	Food and Ag
HRD	Change Management	1,134,256	Government Roles
Transit	Garage	72,000	Overall Infrastructure

Rae Skenandore, Budget Analyst





Adopt resolution entitled Obligation for On^yote?a?ká ni?i Project Plan Utilizing Tribal Contribution Saving

### Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open  Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Request ARPA-TCS Fund Request On^yote?a·ká ni?i Project Plan

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: OBC

5. Additional attendees needed for this request:

Lisa Summers, BC Area Manager

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bylaws                               | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation           |
| <input type="checkbox"/> Contract Document(s)                 | <input type="checkbox"/> Law                     | <input type="checkbox"/> Report                 |
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| <input type="checkbox"/> Draft GTC Packet                     | <input type="checkbox"/> MOU/MOA                 | <input type="checkbox"/> Statement of Effect    |
| <input type="checkbox"/> E-poll results/back-up               | <input type="checkbox"/> Petition                | <input type="checkbox"/> Travel Documents       |
| <input checked="" type="checkbox"/> Other: memo, email notice |  |   |

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Lisa Liggins, Secretary and Jennifer Webster,  
Councilwoman

Primary Requestor: (Name, Title/Entity)



## Memorandum

To: Oneida Business Committee

From: Secretary Lisa Liggins & Councilwoman Jennifer Webster

Date: October 18, 2022

Re: ARPA-TCS Fund Request-Government Roles and Responsibilities

---

**Amount of Requested Funds:** \$150,000

**Broad Goal:** Government Roles and Responsibilities

**Project:** On<sup>^</sup>yote?a·ká ni?i Project Plan

**Intent:** Funds would be used to achieve a critical step toward Oneida's vision of a nation of strong families built on our ways, by implementing a change in enrollment criteria that incorporates the principles of inclusiveness, and identity as Unkwéhunwe.

**Cost incurred would include but not limited to:**

- Demographer Consultant
- Training/Educational needs
- Data Collection
- Special Election

### **Background:**

According to the Trust/Enrollment Committee report to GTC, as of 2020 are 17,316 Oneidas on the Nation's rolls. Further, the analyzed population data indicates Oneida is on a "declining" projection pattern. In the report's "Oneida Nation Membership in Context" section, factors attributing to the decline are discussed in greater detail: the information clearly demonstrates future population projections over the next 40 years indicate enrolled Oneida Nation member numbers will be at or near 10,700 by the year 2069. With the final report from the Trust/Enrollment Committee scheduled for presentation to GTC, it is at this point the Nation now transitions from data collection and analysis to the formulation of a strategic approach to the identified issue(s).

During the September 20, 2022, BC Work Session, The OBC discussed the Unkwéhunwe Inclusion Project Plan and determined it to be forwarded to a BC Regular Meeting for official

discussion and approval to include a BC Resolution Obligation for Unkwehunwe Inclusion Project Plan Utilizing Tribal Contribution Savings.

On September 20, 2022, the Chief Financial Officer Assistant forwarded the TC Savings request 3<sup>rd</sup> quarter 2022 list to the BC\_Agenda\_Request email that was approved to move forward to a BC Regular Meeting.

On October 01, 2022, Unkwehunwe Inclusion Project Plan title changed to On^yote?a·ká ni?i Project Plan. All future communications and documents will now contain the new project title.

Any questions please contact Secretary Lisa Liggins or Councilwoman Jennifer Webster.

Cc: On^yote?a·ká ni?i Project Plan Team  
File

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



## BC Resolution # Leave this line blank

### Obligation for On^yote?a·ká ni?i Project Plan Utilizing Tribal Contribution Savings

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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 Nation has received Fiscal Recovery Funds (*FRF*) through the American Rescue Plan Act of 2021 (*ARPA*) funds to address matters arising out of the COVID-19 pandemic; and

**WHEREAS,** the Oneida Business Committee has approved application of ARPA FRF through the revenue loss formula set forth in 31 CFR 35.6(d)(2) which applied these federal funds throughout the Nation’s budget to governmental programs business units beginning with “42#####”; and

**WHEREAS,** the savings from the application of these funds has resulted in tribal funds being placed in the line “Tribal Contribution Savings” in the Investment Report presented in the Treasurer’s Report”; and

**WHEREAS,** the Oneida Business Committee has determined that Tribal Contribution Savings funds should be used as set out in resolution # BC-06-09-21-B, as amended by resolution # BC-06-23-21-C which designates percentage allocations to eight categories (*percentages rounded*) –

- Direct Membership Assistance, 45% of funds;
- Housing, 17% of funds;
- Food and Agriculture, 12% of funds;
- Education, 6% of funds;
- Culture and Language, 10% of funds;
- Revenue Generations, 2% of funds;
- Government Roles and Responsibilities, 3% of funds;
- Overall Priority – Land, Infrastructure, Sovereignty, 5% of funds; and

**WHEREAS,** On^yote?a·ká ni?i Project Plan will conduct activities needed to implement the plan, including community meeting location, direct mail, summit(s), demographer review & special election needs over a five (5) year project plan cycle from remainder of 2022 through the end of 2027 on behalf of the Oneida Business Committee and

**WHEREAS,** the Project Owner for the proposed project is requesting \$150,000 obligated from the Tribal Contribution Savings, Government Roles and Responsibilities and

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**WHEREAS,** this project will be concluded by 2027 and

**WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and

**NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of funds for the On^yote?a·ká ni?i Project Plan in the amount of \$150,000 from Tribal Contribution Savings, Government Roles and Responsibilities with Lisa Liggins, Secretary, Jennifer Webster, Councilwoman, Lisa Summers, BC Area Manager assigned as the Project Owners.

**From:** [OneidaPortal](#)  
**To:** [Ralinda R. Ninham-Lamberies](#)  
**Cc:** [Lisa M. Summers](#); [Lisa M. Summers](#); [Lisa A. Liggins](#)  
**Subject:** Revenue Loss TC Funding Request -  
**Date:** Thursday, September 1, 2022 10:13:42 AM

---

# Revenue Loss TC Funding Request

## Approvals Completed

Requester: Lisa M. Summers  
Job Title: AREA MGR-BUSINESS COMMITTEE

Approved By: Lisa A. Liggins

Business Unit #: 5110240  
Business Unit: Business Committee Support Staff  
Warehouse: 254

Fund Amount: 15000

Item(s) Requested: Requesting funds for UIPP on behalf of OBC for activities needed to implement the plan, including community meeting location, direct mail, summit(s), demographer review & special election needs over a five (5) year project plan cycle from remainder of 2022 through the end of 2027.

Justification: This request is to allocate \$150,000 from the identified Government Roles & Responsibilities to ensure funds are available to support the Unkwehunwe Inclusion Project Plan implementation to address Oneida's Critical Population Decline.

Additional Comments: This allocation does not have bids associated with the project yet; however, expenses will include direct mailings, special election, demographer data validation and targeting community meeting space. The attached project budget is based on actual average expenses for the last two elections and the average of direct mail for GTC meetings. -

Approval Comment: Ralinda, the correct dollar amount is listed in the narrative and attachments, but in the form the "Fund Amount Requesting" is incorrect. \$150,000 is the correct dollar amount. Thank you. - [lliggins@oneidanation.org](mailto:lliggins@oneidanation.org);

[Click here to access attachments](#)

Unkwehunwe Inclusion Project Plan		Column1
<u>Description</u>	<u>Est. Expense</u>	
2022 - Direct Mail	\$	9,000
2023 - Direct Mail (x3)	\$	27,000
2023 - Focus Groups (x3)	\$	12,000
2023 - Solution Summit (x2)	\$	25,000
2023 - Demographer Data Validation	\$	40,000
2024 - Con't Comms Plan Implementation	\$	11,000
2025 - Special Election	\$	15,000
2025 - Con't Comms Plan Implementation	\$	11,000
<b>Estimated Total Expense(s)</b>	<b>\$</b>	<b>150,000</b>



---

**From:** Rae M. Skenandore <RSKENAND@oneidanation.org>  
**Sent:** Tuesday, October 18, 2022 1:32 PM  
**To:** Todd A. Vanden Heuvel <tvandenh@oneidanation.org>; Lisa M. Summers <lsummer2@oneidanation.org>; Mark W. Powless - General Mgr <MPOWLES1@oneidanation.org>  
**Cc:** Nicole A. Rommel <nrommel@oneidanation.org>; Vanessa L. Miller <vmiller@oneidanation.org>; Tina M. Jorgensen <tjorgens@oneidanation.org>; Carol J. Moore <CMOORE@oneidanation.org>; Cheryl-Aliskwet J. Ellis <cellis1@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>  
**Subject:** ARPA Approval

Good afternoon,

I apologize for the delay, there was some confusion on the notification. Below are all the projects and the amount approved for the TC Savings projects. Attached is the resolution template. If you have not done so already, please submit a completed resolution for your project along with the backup information to [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org) for final approval.

Area	Project	Amount Requested	Allocation Category
BC SS	Unkwehunwe	150,000	Government Roles
ONF	Processing beef costs	75,000	Food and Ag
ONF	Update combline	635,500	Food and Ag
ONF	Shop, Office, Market	1,846,000	Food and Ag
HRD	Change Management	1,134,256	Government Roles
Transit	Garage	72,000	Overall Infrastructure

Rae Skenandore, Budget Analyst



Adopt resolution entitled Obligation for Transit Garage Utilizing Tribal Contribution Savings

---

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve resolution Obligation for Transit Garage Utilizing Tribal Contribution Savings

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

Mark W. Powless, General Manager

Tina Jorgensen, Governmental Services Division Director

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager

Primary Requestor: Tina Jorgensen, Governmental Services Division

# Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



**BC Resolution # Leave this line blank  
 Obligation for Transit Garage Utilizing Tribal Contribution Savings**

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**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 Nation has received Fiscal Recovery Funds (*FRF*) through the American Rescue Plan Act of 2021 (*ARPA*) funds to address matters arising out of the COVID-19 pandemic; and

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- Food and Agriculture, 12% of funds;
- Education, 6% of funds;
- Culture and Language, 10% of funds;
- Revenue Generations, 2% of funds;
- Government Roles and Responsibilities, 3% of funds;
- Overall Priority – Land, Infrastructure, Sovereignty, 5% of funds; and

**WHEREAS,** the Transit Garage will protect and maintain the transit bus fleet; and

**WHEREAS,** the Project Owner for the proposed project is requesting \$72,000 obligated from the Tribal Contribution Savings Overall Priority – Land, Infrastructure, Sovereignty; and

**WHEREAS,** this project will be concluded by February 2025; and

BC Resolution # \_\_\_\_\_  
Obligation for Transit Garage Utilizing Tribal Contribution Savings  
Page 2 of 2

44 **WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and

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46 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of  
47 funds for the Transit Garage in the amount of \$72,000 from Tribal Contribution Savings, Overall Priority –  
48 Land, Infrastructure, Sovereignty; with Carol Moore, Transit Manager assigned as the Project Owner.

# MEMO

To: Business Committee

From: Carol Moore, Transit Manager

Date: 10/18/2022

Re: Transit Garage Funding

Oneida Public Transit is requesting \$72,000 from the Tribal Contribution Savings to cover the cost of the Public Transit Garage Project.

## Garage Project Funding Sources

The estimated garage budget is \$4,700,000. Transit has been awarded \$384,600 for the design, architecture and engineering fees. Also, have FTA Tribal Apportionment funds available in the amount of \$1,290,400 that can be used toward the fixtures, furnishings, and equipment cost. \$72,000 has not been secured.

Budget Line Items	Amount	Funding Awarded	Funding Sources
Soft Costs: Design, architect/ Engineering fees, Soil boring, Testing and Surveys	\$ 384,600	Yes	5311 FY20 FTA Funding Apportionment
Building Site construction	\$ 2,953,000	Yes	Raise Grant
All other costs: Fixtures, Furniture and Equipment etc. New Service/Exterior Lighting, Indian Preference, Inflation and Contingency	\$ 1,290,400	Pending	5311 FTA FY21, FY22, FY23 and CRRSAA
Subtotal	\$4,628,000		
	\$ (72,000)		Requesting TC Savings

Estimated Total Garage  
budget \$ 4,700,000

PROJECT NAME: **Transit Garage**  
 PROJECT No.: 04-022  
 DATE: March 23, 2022

### SOFT and MISCELLANEOUS COSTS

Engineering Dept. Fees	73,500
Architect / Engineer Fees & Reimbursables	294,100
Soil Borings, Testing and Surveys	17,000
Agency Review and Approval Fees	
Insurance - Builders Risk	covered by property insurance
Historical/Cultural/Archaeological Review	

Sub-total: 384,600

### CONSTRUCTION

New Service/ Exterior Lighting	45,000
Building/ Site Construction (all inclusive)	2,953,000

Sub-total: 2,998,000

Indian Preference Amount	16,650
Sustainable Design Premium	5% 149,900
Inflation Factor: 2 years	4% per year 258,200

Sub-total: 3,423,000

### FIXTURES, FURNISHINGS AND EQUIPMENT

Division 10 - Specialties	13,000
Division 11 - Equipment	21,000
Division 12 - Furnishings	41,000
Division 27 - Communications	245,000
Division 28 - Electronic Safety & Security	87,000

Sub-total: 407,000

TOTAL:		4,214,600
Contingency:	11.0%	463,600
Finance Costs:	0.0%	0

**ESTIMATED TOTAL PROJECT BUDGET: \$ 4,700,000**



### Public Transit Garage - Project Schedule CIP #04-022

ID	Task Name	Duration	Start	Finish	2023												2024																	
					Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec		
1	✓ CIP Phase III - A/E Contract Approval & Design	353 days	Tue 5/25/21	Mon 10/17/22																														
2	✓ Draft A/E RFP	6 wks	Tue 5/25/21	Thu 7/8/21																														
3	✓ Release RFP	3 wks	Fri 7/9/21	Thu 7/29/21																														
4	✓ Proposal Scoring/Short List	1 wk	Fri 7/30/21	Thu 8/5/21																														
5	✓ Contract Creation	8 wks	Fri 8/6/21	Fri 10/1/21																														
6	✓ Design Contract Award	8 wks	Mon 10/4/21	Tue 11/30/21																														
7	✓ Programming/ Site Selection Evaluation	6 wks	Wed 12/1/21	Thu 1/13/22																														
8	✓ Schematic Design (SD)	7 wks	Fri 1/14/22	Thu 3/3/22																														
9	✓ Project Team Document review	4 wks	Fri 3/4/22	Thu 3/31/22																														
10	✓ Design Development (DD)	67 days	Fri 4/1/22	Thu 7/7/22																														
11	✓ Project Team Document review	7 days	Fri 7/8/22	Mon 7/18/22																														
12	✓ Construction Documents (CD)	49 days	Tue 7/19/22	Mon 9/26/22																														
13	✓ Project Team Document review	2 wks	Tue 9/27/22	Mon 10/10/22																														
14	✓ A/E Incorporates Owner Review Comments	1 wk	Tue 10/11/22	Mon 10/17/22																														
15	CIP Phase IV - Bidding & Construction	536 days	Tue 10/18/22	Wed 11/20/24																														
16	Bidding	21 days	Tue 10/18/22	Tue 11/15/22																														
17	Construction Contract Award	6 wks	Wed 11/16/22	Fri 12/30/22																														
18	Order Pre-Engineered Building/ Lead-Time	52 wks	Tue 1/3/23	Wed 1/10/24																														
19	Construction	48 wks	Wed 11/29/23	Wed 10/30/24																														
20	Substantial Completion	0 days	Wed 10/30/24	Wed 10/30/24																														
21	Final Completion	3 wks	Thu 10/31/24	Wed 11/20/24																														
22	Environmental Impact Review (NEPA)	10 wks	Tue 10/18/22	Thu 12/29/22																														

**Oneida Nation - Engineering Department**  
Date: Tue 10/18/22 4:50 PM  
04-022 Project Schedule

Task	Project Summary	Manual Task	Start-only	Deadline
Split	Inactive Task	Duration-only	Finish-only	Progress
Milestone	Inactive Milestone	Manual Summary Rollup	External Tasks	Manual Progress
Summary	Inactive Summary	Manual Summary	External Milestone	Manual Progress

Page 1



## Garage Project Narrative

The proposed transit garage facility will be approximately 15,000 square feet and consist of vehicle storage and office space. Consistent with the Oneida Nation Design Standards, it is our intention to utilize sustainable design principals on this project. Meaning, we will design, construct, and operate the building to minimize negative impacts to the natural environment and health, while optimizing long-term costs.

A new transit garage facility will allow the Oneida Transit Department to expand upon their effectiveness and efficiency to the Oneida Community thus, improving upon the quality of life for all community members. The Oneida Transit system is a valuable asset for the Oneida Nation. By providing transportation services to a variety of tribal members and the general public. It connects the Native American population and the underserved community with jobs, medical care, recreation opportunities and general transportation on the reservation and into a regional shopping and service area, Green Bay, WI.

- Demonstration of Need

With the construction of a new Transit Garage facility our plan is to have a safe and secure facility for employees and community members. Our current facility does not have the proper shelter needed to keep our buses out of the inclement weather, properly maintained and running during the winter months. It also does not have plug-ins for engine block heaters. The plug-ins would keep our vehicles warm during extreme temperatures. Also, there is no room for growth or to make environmental changes in the current facility. The new facility will be equipped with charging stations, in the event Oneida Public Transit decides to move forward with electric vehicles and zero emission vehicles. The new facility will provide a climate-controlled environment to protect and extend the life of our transportation assets and ultimately improve the service given to the Oneida membership.

This new facility will house all our Transit vehicles allowing drivers to care for their vehicles more effectively by providing them a place to vacuum, clean & wash their vehicles, perform light maintenance such as changing headlights, windshield wipers, and adding fluids. Another asset of housing vehicle's inside is protection from vandalism. Thus, expanding the lifetime of the vehicles and minimizing major maintenance and repair costs. There are no interior or exterior security cameras at our current location, and gasoline has been siphoned from the vehicles and theft of vehicle parts, has been a problem in the past. Keys, money, and fleet gas cards should be under surveillance 24/7 unless properly protected in a secure location and/or structure.

The new facility will reflect the value of the Oneida Nation and our culture throughout the architectural design.

- Project Benefits

A new garage facility will allow the Oneida Public Transit Department to expand upon their effectiveness and efficiency to the Oneida Community and the general public thus improving upon the quality of life for all community members. The Oneida Public Transit system is a valuable asset for the Oneida Nation, by providing transportation services to a variety of people both tribal members and the general public.

A new Transit Garage facility will expand the lifetime of our vehicles and minimize major maintenance and repair costs. It will provide a climate-controlled environment to protect our vehicles from not only the inclement weather but also theft of gasoline and vehicle parts. Providing a safe and secure facility for our vehicles and our employees. Our buses run into the evening hours, so this new facility will give our drivers a place to comfortably tend to the vehicles at the end of the day.

**From:** [Rae M. Skenandore](#)  
**To:** [Todd A. Vanden Heuvel](#); [Lisa M. Summers](#); [Mark W. Powless - General Mgr](#)  
**Cc:** [Nicole A. Rommel](#); [Vanessa L. Miller](#); [Tina M. Jorgensen](#); [Carol J. Moore](#); [Cheryl-Aliskwet J. Ellis](#); [Lisa A. Liggins](#)  
**Subject:** ARPA Approval  
**Date:** Tuesday, October 18, 2022 1:32:02 PM  
**Attachments:** [image001.png](#)  
[Resolution Template - Tribal Contribution Savings - Obligation updated 2022 06 28.docx](#)  
[image004.png](#)

---

Good afternoon,

I apologize for the delay, there was some confusion on the notification. Below are all the projects and the amount approved for the TC Savings projects. Attached is the resolution template. If you have not done so already, please submit a completed resolution for your project along with the backup information to [BC\\_Agenda\\_Requests@oneidanation.org](mailto:BC_Agenda_Requests@oneidanation.org) for final approval.

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Rae Skenandore, Budget Analyst



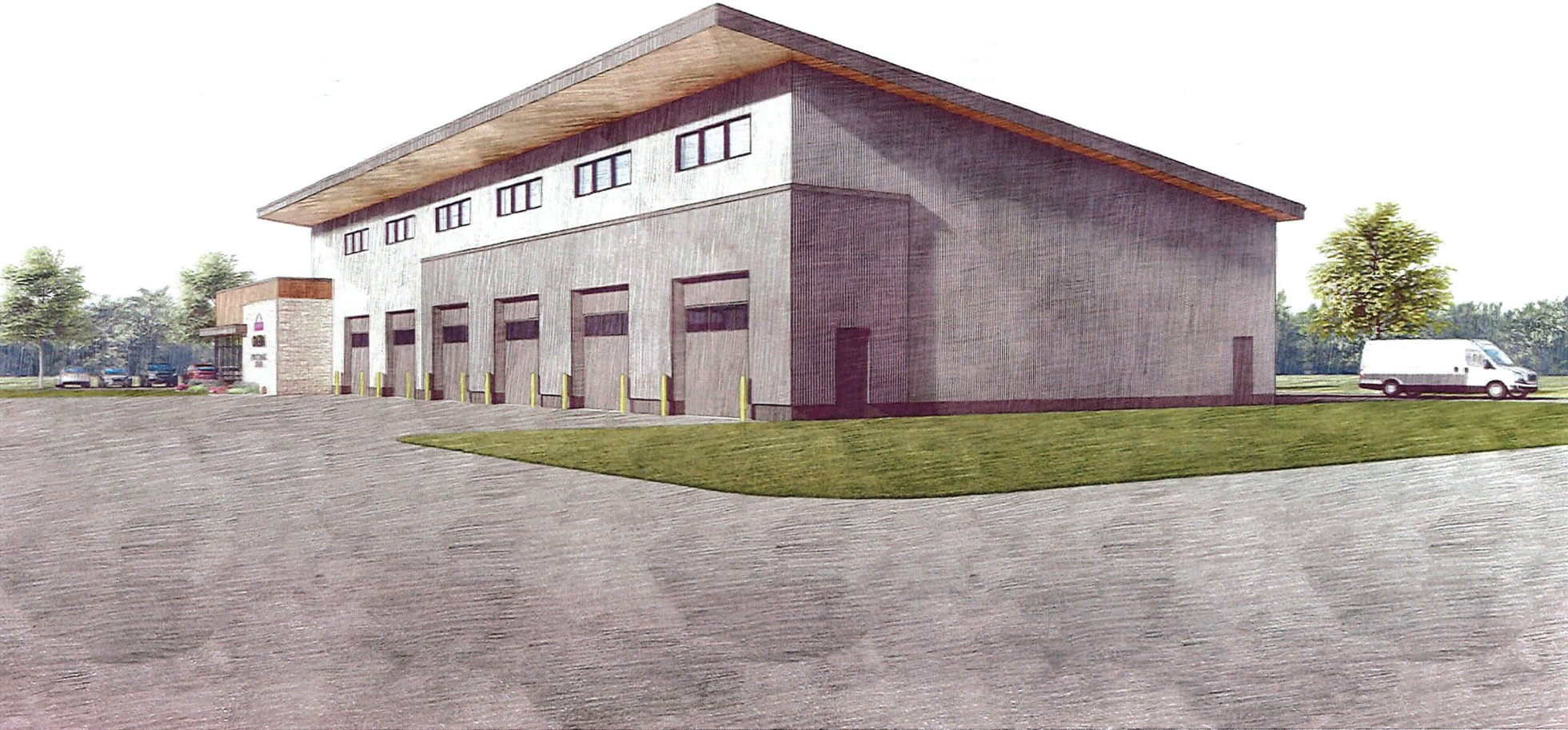




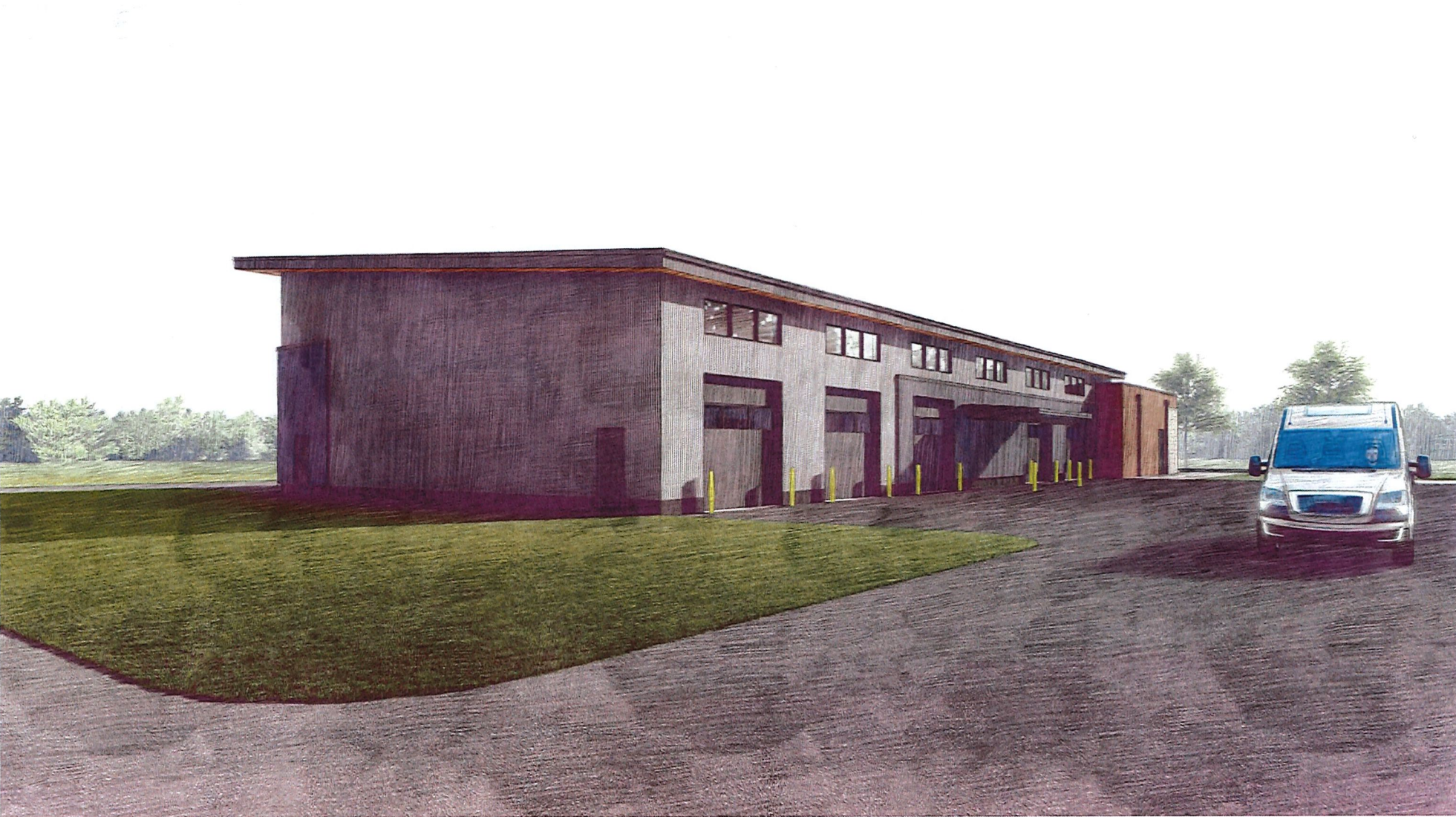




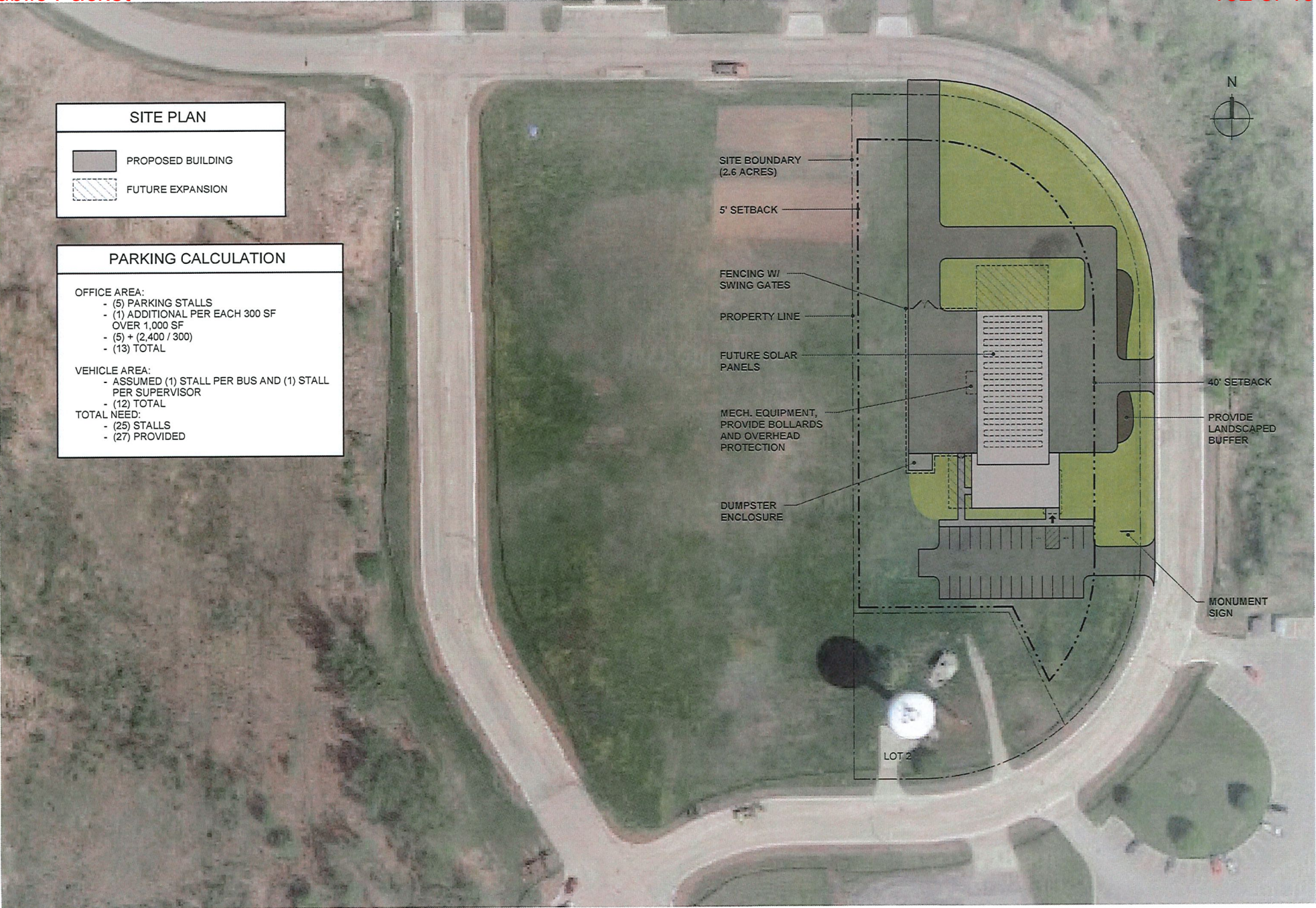












**SITE PLAN**

PROPOSED BUILDING  
 FUTURE EXPANSION

**PARKING CALCULATION**

**OFFICE AREA:**

- (5) PARKING STALLS
- (1) ADDITIONAL PER EACH 300 SF OVER 1,000 SF
- (5) + (2,400 / 300)
- (13) TOTAL

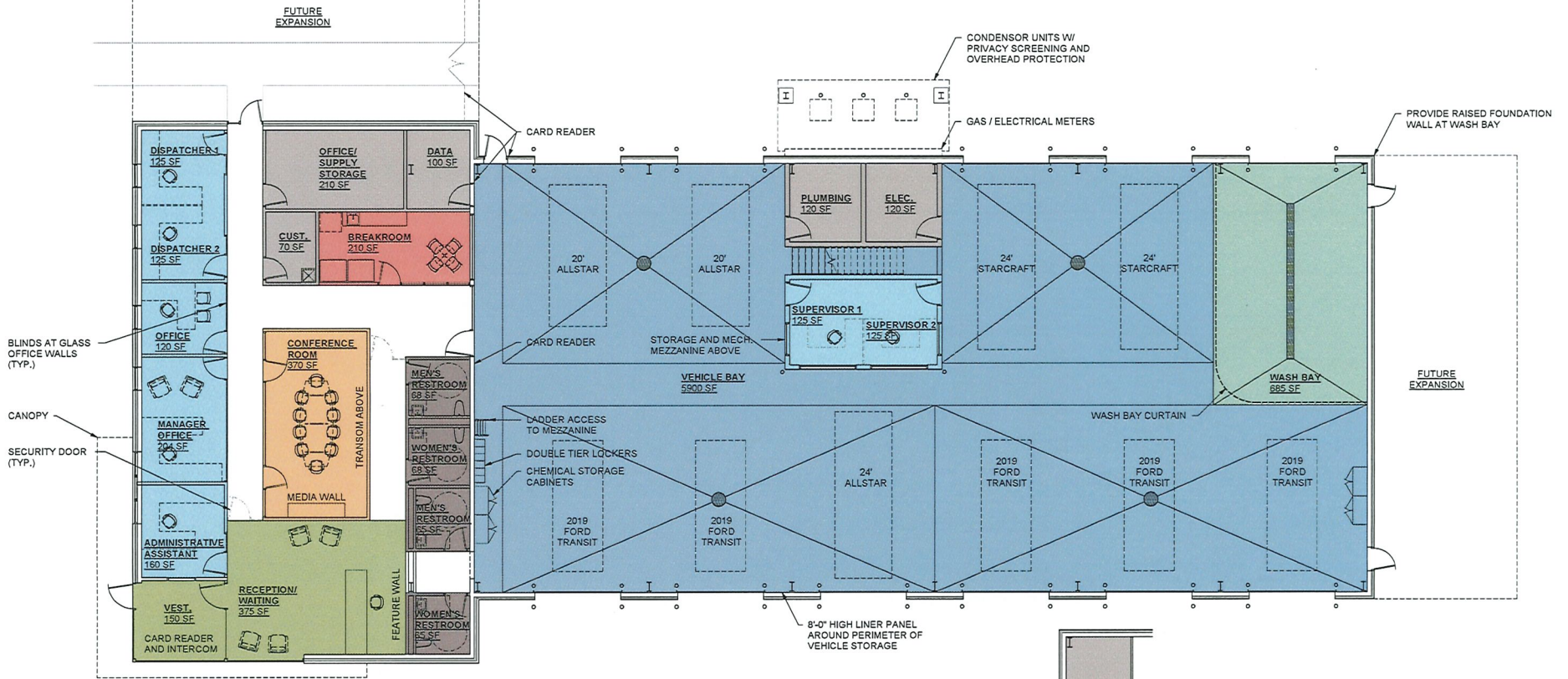
**VEHICLE AREA:**

- ASSUMED (1) STALL PER BUS AND (1) STALL PER SUPERVISOR
- (12) TOTAL

**TOTAL NEED:**

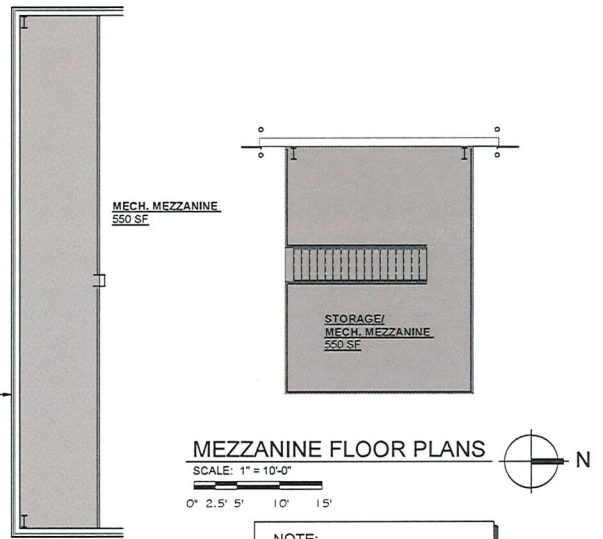
- (25) STALLS
- (27) PROVIDED





**BUILDING AREA:**  
 3,400 SF OFFICE AREA  
 7,600 SF GARAGE AREA  
 1,100 SF MEZZANINES  
 12,100 TOTAL SF

**FIRST FLOOR PLAN**  
 SCALE: 1" = 10'-0"  
 0" 2.5' 5' 10' 15'



**MEZZANINE FLOOR PLANS**  
 SCALE: 1" = 10'-0"  
 0" 2.5' 5' 10' 15'

# PUBLIC TRANSIT FACILITY FOR: ONEIDA NATION ONEIDA, WISCONSIN



CIVIL SHEETS C100 - C100	ARCHITECTURAL SHEETS A101 - A901	STRUCTURAL SHEETS S001 - S701
PLUMBING / FIRE PROTECTION SHEETS P000 - P400	MECHANICAL SHEETS H101 - H702	ELECTRICAL SHEETS E001 - E901

MATERIALS	
CONCRETE	FLYWOOD
CMU (CONCRETE MASONRY UNIT)	PARTICLE BOARD
STONE	RIGID INSULATION
STEEL	FIBERGLASS INSULATION
STUD PARTITION	GYPSUM BOARD
WOOD (ROUGH FINISH)	ACOUSTIC UNIT

SYMBOLS	
DIMENSION LINE TO WALL OR OTHER OBJECT	DESIGNATES PLAN NOTE
DIMENSION LINE TO COLUMN CENTERLINE	INDICATES TOILET ACCESSORY TYPE
DESIGNATES SECTION	INDICATES ELEVATION
DESIGNATES SHEET SECTION OCCURS	BARRIER FREE FACILITY
DESIGNATES DETAILS	INDICATES WINDOW TYPE
DESIGNATES SHEET DETAIL OCCURS	INDICATES WALL TYPE

INDEX TO DRAWINGS	
GENERAL	TITLE SHEET, INDEX, MATERIALS
CIVIL POINT OF BEGINNING	C100 CONSTRUCTION PLAN
	C101 LAYOUT PLAN
	C102 GRADING PLAN
	C103 PROVISION CONTROL PLAN
	C104 SITE PLAN
	C105 DETAILS
	C106 DETAILS
	C100 LANDSCAPE PLAN
ARCHITECTURAL	A101 LIFE SAFETY - FIRST FLOOR PLAN, MEZZANINE FLOOR PLAN, CODE REVIEW DATA
	A101 FIRST FLOOR PLAN, MEZZANINE FLOOR PLAN, PARTITION TYPES, DETAILS
	A201 ROOF PLAN, DETAILS
	A301 OUTDOOR ELEVATIONS, DETAILS
	A401 SECTIONS, DETAILS
	A402 SECTIONS, DETAILS
	A403 SECTIONS, DETAILS
	A601 DOOR SCHEDULE, DOOR AND FRAME TYPES, DETAILS
	A602 WINDOW TYPES, BORROWED LITE TYPES, DETAILS
	A701 TOLLET ROOM FLOOR PLANS, ELEVATIONS, CASWORK ELEVATIONS
	A801 WALKWAY DESIGN - FIRST FLOOR PLAN, DETAILS
	A901 TRIPLES - FIRST FLOOR PLAN, ROOM FIRST SCHEDULE AND KEY DETAILS
STRUCTURAL (TRAVIS JOHNSON)	S001 FOUNDATION
	S002 GENERAL STRUCTURAL NOTES
	S201 FOUNDATION PLAN
	S202 FRAMING PLANS
	S203 SHEDDING FRAMING PLAN, DETAILS
	S401 BRACED FRAME ELEVATIONS, DETAILS
	S402 TYPICAL SCHEDULES AND DETAILS
	S403 TYPICAL SCHEDULES AND DETAILS
	S404 TYPICAL SCHEDULES AND DETAILS
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FIRE PROTECTION (THUNDERBOLT)	P000 FIRST FLOOR PLAN, SCHEDULES, DETAILS
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	P101 FIRST FLOOR PLAN, UNDERSLAB PLAN, MEZZANINE FLOOR PLAN
	P300 DETAILS
	F400 SCHEMATICS
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	H201 RFPING - FIRST AND MEZZANINE FLOOR PLANS
	H201 SCHEMATIC DIAGRAMS, DETAILS
	H701 SCHEDULES, DETAILS
	H702 SCHEDULES, DETAILS
ELECTRICAL	E001 SYMBOLS
	E101 LIGHTING - FIRST AND MEZZANINE FLOOR PLANS, SCHEDULES
	E201 POWER - FIRST AND MEZZANINE FLOOR PLANS, SCHEDULES
	E301 TRIPLES - FIRST FLOOR PLAN, DIAGRAM, DETAIL
	E701 POWER DISTRIBUTION DIAGRAM, SCHEDULES
	E901 SITE PLAN, DETAIL



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design matters

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Civil Engineering  
 Land Surveying  
 Landscape Architecture  
 481 Main Street  
 Oneida, WI 53081  
 715.344.9999 | 715.344.9229

SCALE	DESCRIPTION
AS SHOWN	DEMOLITION PLAN
AS SHOWN	LAYOUT PLAN
AS SHOWN	GRADING PLAN
AS SHOWN	EROSION CONTROL PLAN
AS SHOWN	UTILITY PLAN
AS SHOWN	DETAILS
AS SHOWN	DETAILS
AS SHOWN	LANDSCAPE PLAN

**GENERAL NOTES:**

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL DEMOLITION MATERIALS SHALL BE REMOVED FROM THE SITE AND DISPOSED OF IN A LEGAL MANNER EXCEPT FOR THOSE ITEMS NOTED TO BE SALVAGED, WHICH SHOULD BE TURNED OVER TO THE OWNER.
- INSTALL AND MAINTAIN ALL REQUIRED EROSION CONTROL MEASURES FOR PERIMETER PROTECTION PRIOR TO THE START OF DEMOLITION/CONSTRUCTION, IN ACCORDANCE WITH THE LOCAL AND STATE GOVERNING AUTHORITIES.
- BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO THE BID DATE.
- COORDINATE WITH THE OWNER AND LOCAL UTILITY COMPANIES TO LOCATE ANY EXISTING UTILITIES ON SITE PRIOR TO THE START OF WORK.
- ANY EXISTING UTILITIES NOT EXPRESSLY LABELED FOR DEMOLITION/REMOVAL ON THIS DOCUMENT SHALL BE LEFT IN PLACE AND IN THEIR CURRENT STATE OF OPERATION. CONTACT ENGINEER WHEREVER CLARIFICATION IS NEEDED.
- STRIP TOPSOIL WITHIN THE PROJECT LIMITS IN ACCORDANCE WITH THE PROJECT MANUAL SPECIFICATIONS.
- IF STRIPPED TOPSOIL IS STOCKPILED ON SITE, SILT FENCE SHALL BE INSTALLED AROUND THE BASE OF THE STOCKPILE TO PREVENT SEDIMENT TRANSPORT.
- PRIOR TO PERFORMING WORK WITHIN PUBLIC RIGHT OF WAYS, NOTIFY AND COORDINATE WORK WITH THE TOWN OF ONEIDA.

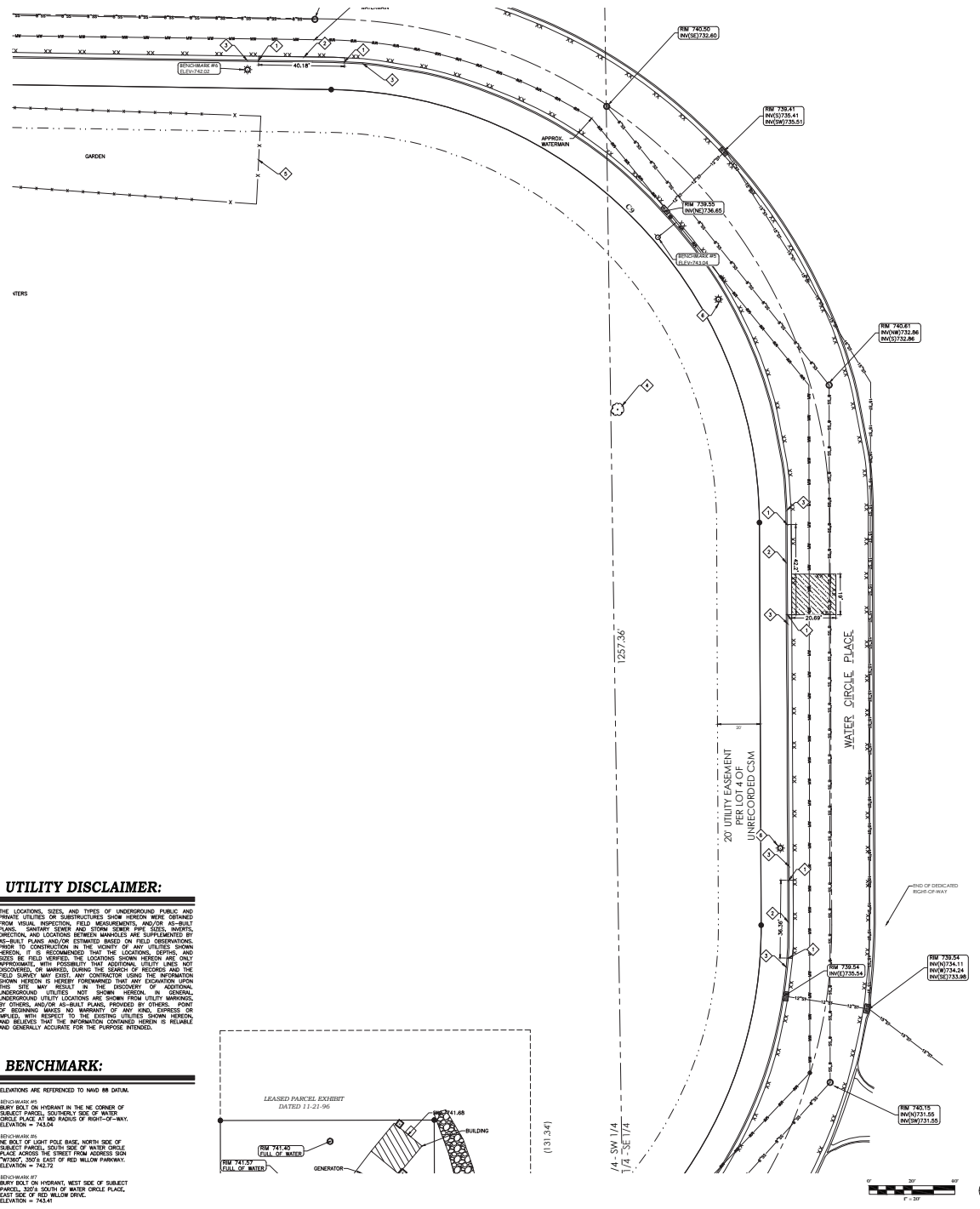
**KEYNOTES:**

- SAWCUT EXISTING CONCRETE CURB AND GUTTER
- REMOVE EXISTING CONCRETE CURB AND GUTTER
- MAINTAIN EXISTING CONCRETE CURB AND GUTTER
- CLEAR & GRUB EXISTING TREE
- REMOVE AND RELOCATE FENCE
- MAINTAIN EXISTING LIGHT POLE

**CIVIL SHEET INDEX:**

- C100 DEMOLITION PLAN
- C101 LAYOUT PLAN
- C102 GRADING PLAN
- C103 EROSION CONTROL PLAN
- C104 UTILITY PLAN
- C105 DETAILS
- C106 DETAILS
- L100 LANDSCAPE PLAN

**DEMOLITION HATCH PATTERNS:**



**UTILITY DISCLAIMER:**

THE LOCATIONS, SIZES, AND TYPES OF UNDERGROUND PUBLIC AND PRIVATE UTILITIES OR SUBSTRUCTURES SHOWN HEREON WERE OBTAINED FROM VISUAL INSPECTION, FIELD MEASUREMENTS, AND/OR AS-BUILT PLANS. SANITARY SEWER AND STORM SEWER PIPE SIZES, INVERTS, DIRECTIONS, AND LOCATIONS BETWEEN MANHOLES ARE SUPPLEMENTED BY AS-BUILT PLANS AND/OR ESTIMATED BASED ON FIELD OBSERVATIONS. PRIOR TO CONSTRUCTION ON THE WORK PLANS, UTILITIES SHOWN HEREON, IF IT IS RECOMMENDED THAT THE LOCATION, DEPTH, AND SIZE BE FIELD VERIFIED. THE LOCATIONS SHOWN HEREON ARE ONLY APPROXIMATE, WITH POSSIBLY THAT ADDITIONAL UTILITY LINES NOT DISCOVERED OR MARKED. DURING THE SEARCH OF RECORDS AND THE FIELD SURVEY, ANY EXISTING UTILITY LINES OR STRUCTURES SHOWN HEREON IS HEREBY FOREWARNED THAT ANY EXCAVATION WORK ON THIS SITE MAY RESULT IN THE DISCOVERY OF ADDITIONAL UNDERGROUND UTILITIES NOT SHOWN HEREON. GENERAL UNDERGROUND UTILITY LOCATIONS ARE SHOWN FROM UTILITY MARKINGS, BY SYMBOL, AND/OR AS-BUILT PLANS PROVIDED BY OTHERS. POINT OF BEGINNING MAKES NO WARRANTY OF ANY KIND, EXPRESS OR IMPLIED, WITH RESPECT TO THE ACCURACY OF UTILITIES SHOWN HEREON, AND BELIEVES THAT THE INFORMATION CONTAINED HEREIN IS RELIABLE AND GENERALLY ACCURATE FOR THE PURPOSE INTENDED.

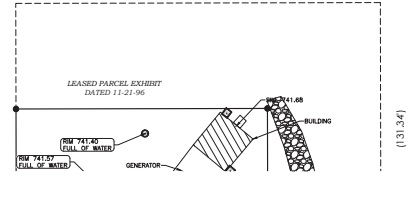
**BENCHMARK:**

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

REMARKS 01  
 BURY BOLT ON PERMANENT IN THE NE CORNER OF SUBJECT PARCEL, SOUTHERN SIDE OF WATER CIRCLE PLACE AT MID RADIUS OF RIGHT-OF-WAY. ELEVATION = 743.04

REMARKS 02  
 NE BOLT OF LIGHT POLE BASE, NORTH SIDE OF SUBJECT PARCEL, SOUTH SIDE OF WATER CIRCLE PLACE ACROSS THE STREET FROM ADDRESS SIGN "W/307", 300' E EAST OF RED WILLOW PARKWAY. ELEVATION = 742.72

REMARKS 03  
 BURY BOLT ON PERMANENT, WEST SIDE OF SUBJECT PARCEL, 300' SOUTH OF WATER CIRCLE PLACE, EAST SIDE OF RED WILLOW DRIVE. ELEVATION = 743.41



**DEMOLITION PLAN**

PUBLIC TRANSIT FACILITY FOR  
**ONEIDA NATIONS**  
 ONEIDA, WISCONSIN  
 PREPARED BY: CIVIL ENGINEERING & SURVEYING  
 481 MAIN STREET, ONEIDA, WI 53081  
 TEL: 715.344.9999 FAX: 715.344.9229

Date: 9/25/22  
 Project No: 7610 (04-022)  
**C100**



NO.	DESCRIPTION	DATE
1	PRELIMINARY LAYOUT	7/17/17
2	REVISED LAYOUT	7/17/17
3	REVISED LAYOUT	7/17/17
4	REVISED LAYOUT	7/17/17
5	REVISED LAYOUT	7/17/17
6	REVISED LAYOUT	7/17/17
7	REVISED LAYOUT	7/17/17
8	REVISED LAYOUT	7/17/17
9	REVISED LAYOUT	7/17/17
10	REVISED LAYOUT	7/17/17
11	REVISED LAYOUT	7/17/17
12	REVISED LAYOUT	7/17/17
13	REVISED LAYOUT	7/17/17
14	REVISED LAYOUT	7/17/17
15	REVISED LAYOUT	7/17/17
16	REVISED LAYOUT	7/17/17
17	REVISED LAYOUT	7/17/17
18	REVISED LAYOUT	7/17/17

**GENERAL NOTES:**

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- GRADE, LINE AND LEVEL TO BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
- ALL REQUIRED EROSION CONTROL MEASURES SHALL BE INSTALLED AND MAINTAINED IN ACCORDANCE WITH THE TOWN OF ONEIDA AND DEPARTMENT OF NATURAL RESOURCES REGULATIONS.
- SEE SHEET C103 FOR ALL REQUIRED EROSION CONTROL ELEMENTS.
- VERIFY THE LOCATION OF ALL EXISTING UTILITIES PRIOR TO THE START OF DEMOLITION/CONSTRUCTION. BIDDERS SHALL VISIT THE SITE AND REVIEW EXISTING CONDITIONS PRIOR TO THE BID DATE.
- PRIOR TO STARTING WORK, VERIFY WITH THE LOCAL AUTHORITIES THAT ALL REQUIRED PERMITS HAVE BEEN ACQUIRED.
- COORDINATE CONSTRUCTION IN THE RIGHT OF WAY WITH THE LOCAL AUTHORITIES.
- PROVIDE PROPER BARRICADES, SIGNS, AND TRAFFIC CONTROL TO MAINTAIN THRU TRAFFIC ALONG ADJACENT STREETS IN ACCORDANCE WITH LOCAL MUNICIPAL REQUIREMENTS.
- SIDEWALK JOINTS SHALL BE INSTALLED AS INDICATED OR AS APPROVED BY THE CONSTRUCTION MANAGER.
- ALL CONCRETE SAWCUTS SHALL BE AT AN EXISTING JOINT.
- ALL GENERAL LANDSCAPE AREAS SHALL BE SEED, FERTILIZED, AND CRIMP HAY MULCHED IN ACCORDANCE WITH THE PROJECT SPECIFICATIONS.
- THE PROPOSED CANTILEVER GATES SHALL BE SINGLE SLIDE CANTILEVER GATES BUILT OUT OF 2x8" S540 MAIN HORIZONTALS, 2" S540 VERTICALS, 1/4" S520 DIAGONAL BRACES, AND (2) 1/4" TRUSS STIFFENERS ACROSS THE LENGTH OF THE GATE.
- EACH CANTILEVER GATE SHALL BE FURNISHED WITH (1) HSLG-121 LINEAR OSCO SLIDE OPERATOR, GATE OPERATOR SHALL SUPPLY TWENTY (20) 2-CODE REMOTE CONTROL DEVICES TO ACTUATE THE GATE. GATE OPERATORS SHALL INSTALL AC-11 EXTERIOR MOUNT KEYPAD APPROX 48" KEYPAD ACTUATOR THAT IS SUPPLIED BY THE GATE SUPPLIER.

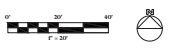
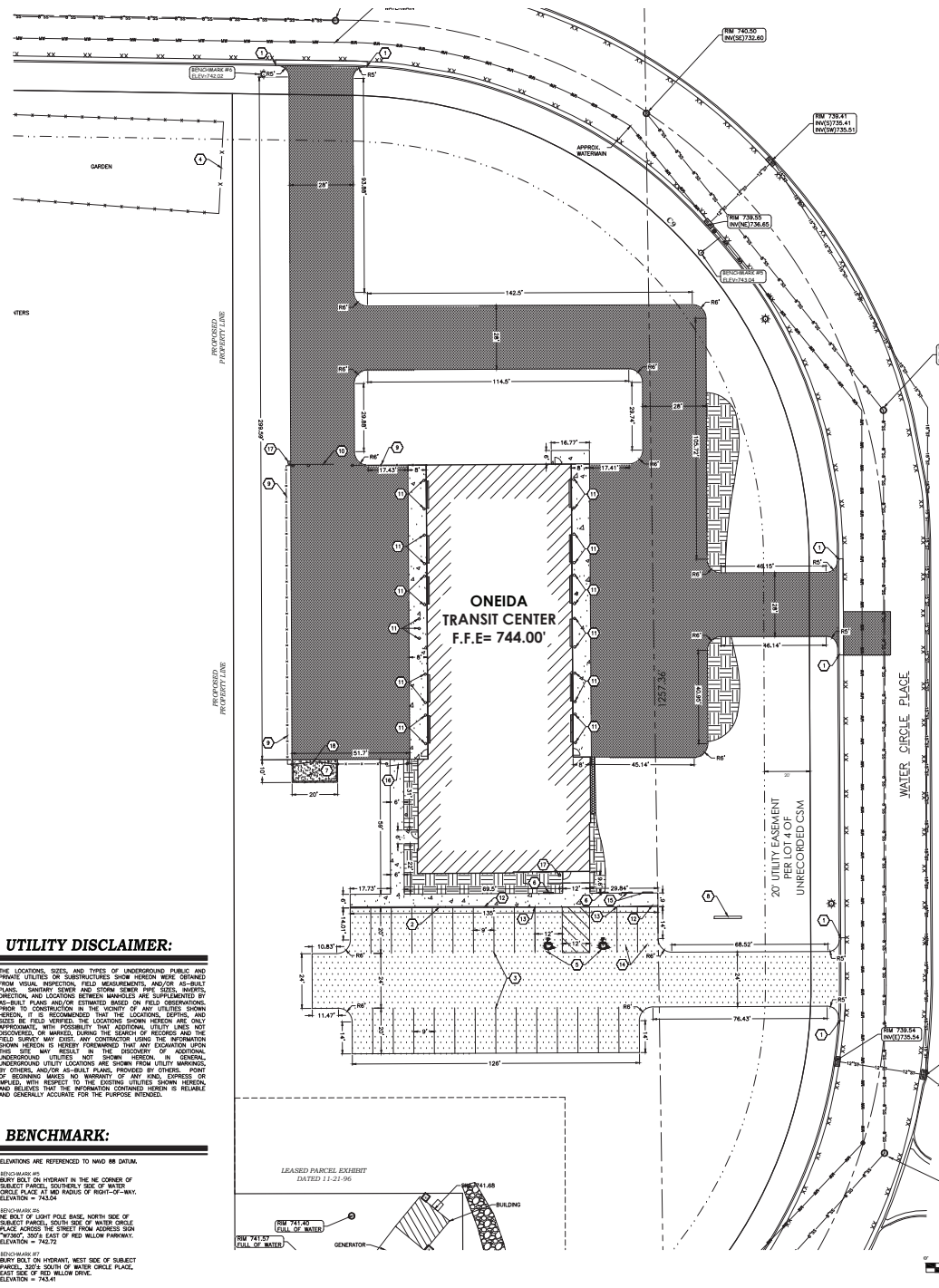
**KEYNOTES:**

- CONNECT PROPOSED CURB AND GUTTER TO EXISTING CURB AND GUTTER
- THICKENED EDGE WALK (SEE GRADING PLAN, SHEET C102)
- PARKING LOT STRIPING
- PROPOSED RELOCATED FENCE
- ACCESSIBLE PARKING STALL
- ACCESSIBLE PARKING SIGN
- REINFORCED CONCRETE DUMPSTER PAD
- FUTURE MONUMENT SIGN (BY OWNER)
- PROPOSED FENCE
- 30' SECURITY CHAIN LINK CANTILEVER SLIDE GATE (SEE GENERAL NOTES 13-14)
- CONCRETE BOLLARD
- THICKENED EDGE TAPER (SEE GRADING PLAN, SHEET C102)
- END OF THICKENED EDGE TAPER
- ELDER PARKING STALL
- ELDER PARKING SIGN
- PROPOSED 3' LOCKABLE SWING GATE
- PROPOSED KNOX BOX
- DUMPSTER ENCLOSURE (SEE ARCHITECTURAL PLANS)

**PAVEMENT HATCH PATTERNS:**

- PROPOSED STANDARD ASPHALT PAVEMENT
- PROPOSED HEAVY DUTY ASPHALT PAVEMENT
- PROPOSED STANDARD CONCRETE PAVEMENT
- PROPOSED REINFORCED CONCRETE PAVEMENT
- PROPOSED LANDSCAPE BUFFER (SEE LANDSCAPE PLAN)
- PROPOSED LANDSCAPE STONE (SEE LANDSCAPE PLAN)

CURVE #	LENGTH	RADIUS	DELTA
C9	315.350	203.280	088.8791
C10	288.979	203.280	075.8096
C11	117.145	233.050	030.1033
C12	86.730	182.840	020.2853







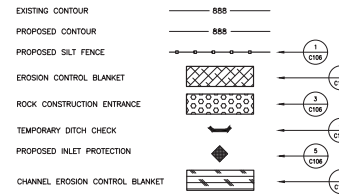
SCALE

Scale	Horizontal	Vertical
1" = 100'	1" = 100'	1" = 100'
1" = 200'	1" = 200'	1" = 200'
1" = 300'	1" = 300'	1" = 300'
1" = 400'	1" = 400'	1" = 400'
1" = 500'	1" = 500'	1" = 500'
1" = 600'	1" = 600'	1" = 600'
1" = 700'	1" = 700'	1" = 700'
1" = 800'	1" = 800'	1" = 800'
1" = 900'	1" = 900'	1" = 900'
1" = 1000'	1" = 1000'	1" = 1000'

**GENERAL NOTES:**

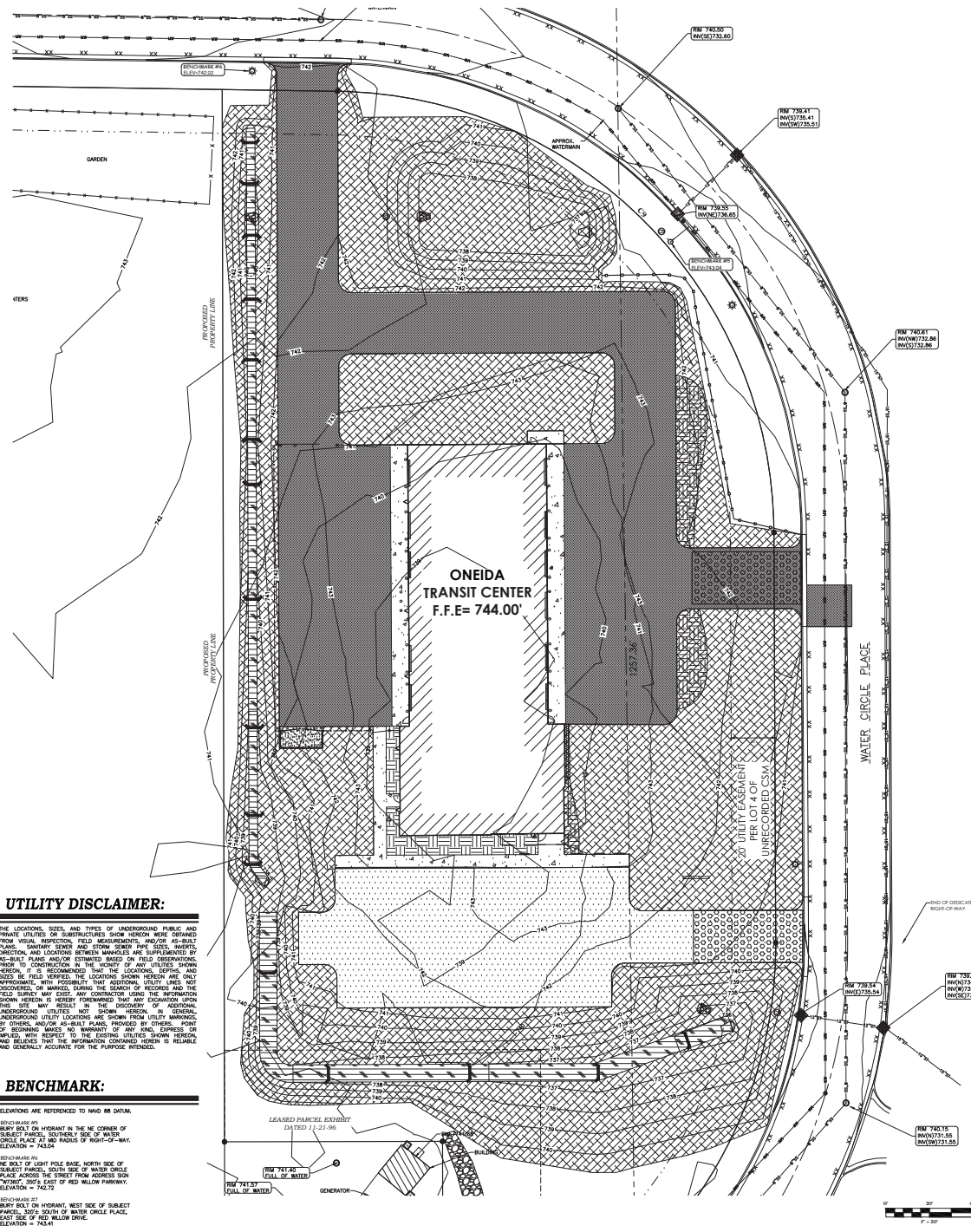
- CONTACT DIGGER'S HOTLINE & WORKING DAYS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- NOTIFY THE TOWN OF ONEIDA AT LEAST 2 WORKING DAYS PRIOR TO THE START OF SOIL DISTURBING ACTIVITIES.
- INSTALL ALL TEMPORARY EROSION CONTROL ELEMENTS PRIOR TO THE START OF DEMOLITION/CONSTRUCTION.
- ALL ACTIVITIES SHALL BE CONDUCTED IN A LOGICAL SEQUENCE TO MINIMIZE THE AMOUNT OF BARE SOIL EXPOSED AT ANY ONE TIME. MAINTAIN EXISTING VEGETATION AS LONG AS POSSIBLE.
- CRUSHED ROCK DRIVES FOR SEDIMENT TRAPPING UTILIZING 3" CRUSHED ROCK SHALL BE MAINTAINED AT ALL CONSTRUCTION ENTRANCES TO THE SITE. THE ROCK DRIVE SHALL BE A MINIMUM OF 12" THICK AND BE A MINIMUM OF 50 FEET IN LENGTH BY THE WIDTH OF THE DRIVEWAY.
- OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF A STORM EVENT SHALL BE CLEANED UP BY THE END OF THE NEXT WORK DAY. ALL OFF SITE SEDIMENT DEPOSITS OCCURRING AS A RESULT OF CONSTRUCTION ACTIVITIES, INCLUDING SOIL TRACKED BY CONSTRUCTION TRAFFIC, SHALL AT A MINIMUM BE CLEANED BY THE END OF EACH WORK DAY. EXCESSIVE AMOUNTS OF SEDIMENT OR OTHER DEBRIS TRACKED ONTO ADJACENT STREETS SHALL BE CLEANED IMMEDIATELY. FINE SEDIMENT ACCUMULATIONS SHALL BE CLEANED FROM ADJACENT STREETS BY THE USE OF MECHANICAL OR MANUAL SWEEPING OPERATIONS ONCE A WEEK AT A MINIMUM AND BEFORE MAJOR RAIN EVENTS.
- DISTURBED GROUND OUTSIDE OF THE EVERYDAY CONSTRUCTION AREAS, INCLUDING SOIL STOCKPILES, THAT ARE LEFT INACTIVE FOR MORE THAN 7 DAYS SHALL BE TEMPORARILY STABILIZED BY SEEDING/MULCHING OR OTHER APPROVED METHODS.
- WASTE MATERIAL THAT IS GENERATED ON THE CONSTRUCTION SITE SHALL BE PROPERLY DISPOSED OF AND NOT ALLOWED TO RUN INTO RECEIVING WATERS.
- EROSION CONTROL DEVICES DESTROYED AS A RESULT OF CONSTRUCTION ACTIVITIES SHALL BE REPAIRED BY THE END OF EACH WORK DAY.
- INSPECT ALL EROSION CONTROL MEASURES AT LEAST ONCE A WEEK AND AFTER ANY RAINFALL OF 0.5" OR MORE. MAKE NEEDED REPAIRS AND DOCUMENT ALL ACTIVITIES AS PER THE REQUIREMENTS OF THE NOTICE OF INTENT SUBMITTED BY THE PROJECT CIVIL ENGINEER.
- ALL TEMPORARY EROSION CONTROL ELEMENTS SHALL REMAIN IN PLACE UNTIL A SUFFICIENT GROWTH OF VEGETATION IS ESTABLISHED AND THEN BE REMOVED AS PART OF THE BASE BID.
- IF SEDIMENT LAKEN WATER NEEDS TO BE REMOVED FROM THE SITE, FILTER BAGS OR SCREENING SHALL BE USED IN ACCORDANCE WITH WI DNR TECHNICAL STANDARD 1061 TO PREVENT SEDIMENT DISCHARGE TO THE MAXIMUM EXTENT PRACTICABLE.
- COORDINATE ALL EARTHWORK ACTIVITIES WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
- PROVIDE RIP RAP AT ALL CULVERT OUTFLOW ENHANCEMENT STRUCTURES TO PREVENT WASHOUT AND EROSION.
- INSTALL WOOD TIE OR RIP RAP FABRIC BENEATH ALL RIP RAP.
- IF BARE SOIL IS EXPOSED DURING THE WINTER MONTHS, STABILIZATION BY MULCHING OR ANIONIC POLYACRYLAMIDE SHALL OCCUR PRIOR TO GENERAL FROST.
- SILT FENCE SHALL BE INSTALLED AROUND THE TOPSOIL STOCKPILE.
- THE CONTRACTOR SHALL PERFORM INSPECTIONS AND MONITORING OF EROSION CONTROL PRACTICES IN ACCORDANCE WITH THE WI DNR CONSTRUCTION SITE INSPECTION REPORT FORM 3400-187. THIS FORM CAN BE FOUND IN THE CONSTRUCTION SPECIFICATIONS.

**EROSION CONTROL LEGEND:**



**EROSION CONTROL SEQUENCING:**

- INSTALL PERIMETER EROSION CONTROL.
- BEGIN ROUGH GRADING AND UTILITY INSTALLATION.
- DURING GRADING ACTIVITIES EXISTING GRASS AND VEGETATION, TO BE REMOVED, SHALL REMAIN IN PLACE FOR AS LONG AS POSSIBLE TO AVOID SEDIMENT TRANSPORT.
- TEMPORARY STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING CONSTRUCTION ACTIVITIES HAVE TEMPORARILY CEASED AND WILL NOT RESUME FOR A PERIOD EXCEEDING 14 CALENDAR DAYS.
- FINAL STABILIZATION ACTIVITY SHALL COMMENCE WHEN LAND DISTURBING ACTIVITIES CEASE AND FINAL GRADE HAS BEEN REACHED ON ANY PORTION OF THE SITE.
- IF DISTURBED AREAS MUST BE LEFT OVER WINTER, AN ANIONIC POLYACRYLAMIDE SHALL BE APPLIED TO ALL DISTURBED AREAS PRIOR TO GROUND FREEZE. SEE SPECIFICATIONS FOR DETAILS.



**UTILITY DISCLAIMER:**

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**BENCHMARK:**

ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

ENCLOSURE 01  
 BURY BOLT ON HORIZONTAL IN THE NE CORNER OF SUBJECT PARCEL, SOUTHERN SIDE OF WATER CIRCLE PLACE AT 90' RADIUS OF RIGHT-OF-WAY. ELEVATION = 743.04

ENCLOSURE 02  
 NAIL BOLT ON HORIZONTAL WEST SIDE OF SUBJECT PARCEL, SOUTH SIDE OF WATER CIRCLE PLACE ACROSS THE STREET FROM ADDRESS SIGN "7820", 300' EAST OF RED WILLOW PARKWAY. ELEVATION = 742.72

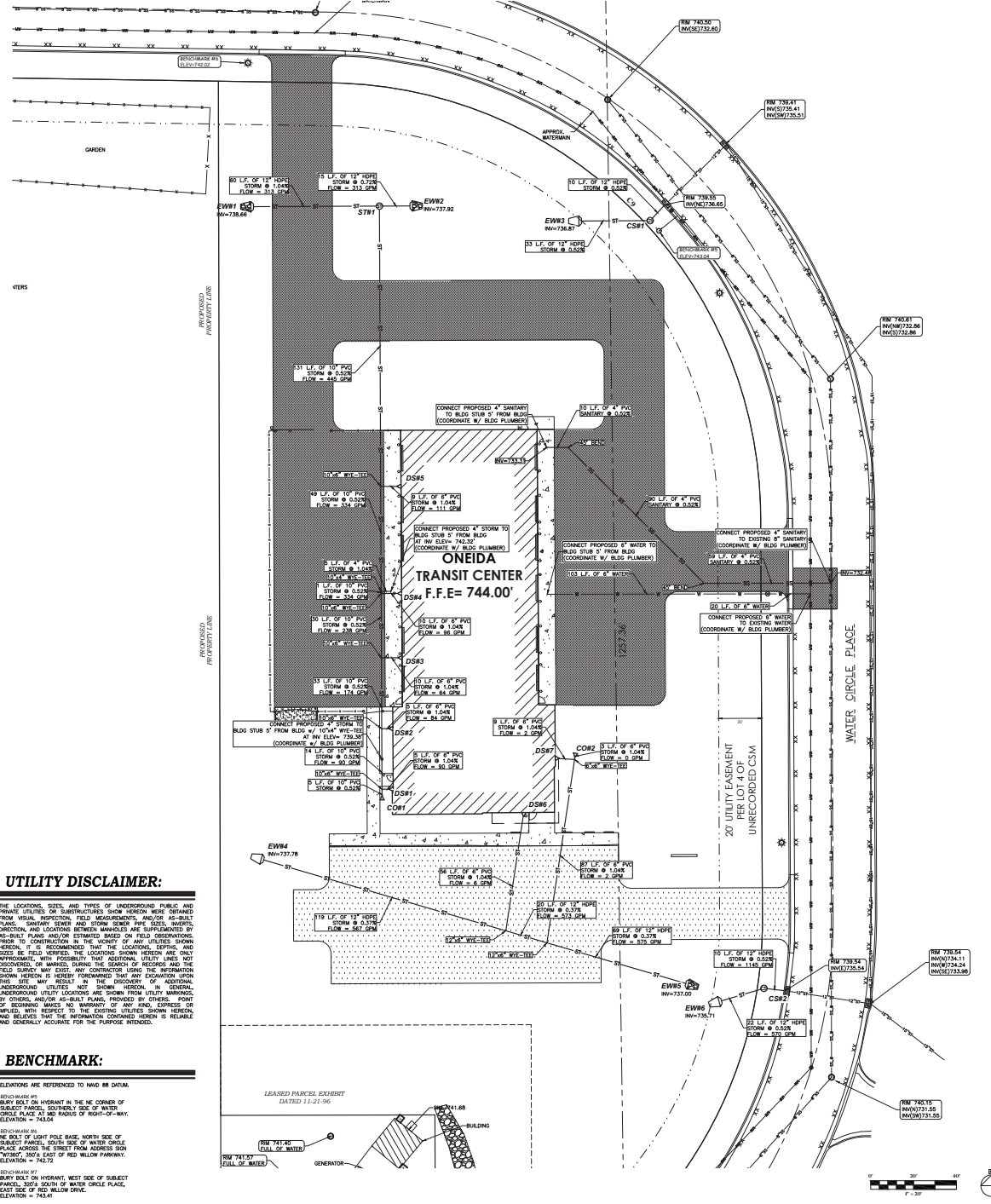
ENCLOSURE 03  
 BURY BOLT ON HORIZONTAL WEST SIDE OF SUBJECT PARCEL, SOUTH SIDE OF WATER CIRCLE PLACE, EAST SIDE OF RED WILLOW DRIVE. ELEVATION = 743.41

**EROSION CONTROL PLAN**

PREPARED BY: CIVIL ENGINEER  
 DATE: 04/25/22

PUBLIC TRANSIT FACILITY FOR:  
**ONEIDA NATIONS**  
 ONEIDA, WISCONSIN

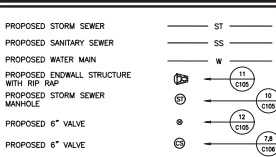
DATE: 8/25/22  
 Project No. 7610 (04-022)  
**C103**



**GENERAL NOTES:**

- CONTACT DIGGER'S HOTLINE 5 WORKING DAYS PRIOR TO THE START OF CONSTRUCTION.
- GRADE, LINE, AND LEVEL SHALL BE REVIEWED IN THE FIELD BY THE CONSTRUCTION MANAGER.
- ANY EXISTING UTILITIES NOT SHOWN ON THIS DOCUMENT WHICH NEED TO BE REMOVED, RELOCATED AND OR ADJUSTED SHALL BE THE RESPONSIBILITY OF THE GRADING CONTRACTOR.
- REFER TO THE PROPOSED BUILDING MECHANICAL/PLUMBING PLANS TO VERIFY EXACT CONNECTION LOCATIONS AND SIZES OF PROPOSED SANITARY SEWER AND WATER LATERALS.
- COORDINATE ALL UTILITY WORK WITH THE RESPECTIVE TRADES RESPONSIBLE FOR THE INSTALLATION OF GAS, CABLE, TELEPHONE AND ELECTRICAL (INCLUDING MAIN SERVICE, SITE LIGHTING, CONDUITS AND SIGNAGE).
- COORDINATE ALL WORK WITHIN THE PUBLIC RIGHT OF WAY WITH THE TOWN OF ONEIDA.
- ALL TESTING AND INSPECTION SHALL BE DONE IN ACCORDANCE WITH SPS 582.21.
- THE PROPOSED WATER MAIN SHALL HAVE A MINIMUM COVER OF 7'-4" TO THE TOP OF PIPE FROM PROPOSED FINISHED GRADE. SEE SHEET C102 FOR PROPOSED FINISHED GRADE.
- THE TOWN OF ONEIDA SHALL BE CONTACTED PRIOR TO ANY EXCAVATION IN THE PUBLIC RIGHT-OF-WAY, AND PRIOR TO CONNECTING SANITARY SEWER AND WATER LATERALS TO THE PUBLIC MAINS.
- THE CONTRACTOR SHALL HAVE A TRAFFIC CONTROL PLAN APPROVED PRIOR TO WORK COMMENCING.
- THE TOWN OF ONEIDA SHALL OPERATE ALL EXISTING WATER VALVES, IF NEEDED.
- FIELD VERIFY INVERT ELEVATION OF THE SANITARY SEWER AND WATER PUBLIC MAIN, AT THE LOCATION OF THE SERVICE LATERAL CONNECTIONS, PRIOR TO CONNECTING THE LATERALS TO THE PUBLIC MAIN.
- FIELD VERIFY RIP RAP AT ALL STORM EXHAUSTS TO PREVENT WASHOUT AND EROSION.
- INSTALL WHUDOT TYPE HIR FILTER FABRIC BENEATH PROPOSED RIP RAP.

**UTILITY LEGEND:**



**STORM MANHOLE SCHEDULE:**

STRUCTURE #	STRUCTURE DETAILS
CS#1	RM = 74625 RW (N) = 736.70 RW (E) = 736.70 DEPTH = 3.85'
CS#2	48" I.D. PRECAST MANHOLE W/ NEWMAN R=150#-6 W/ SOLID LD SEE DETAIL 7/2106
CS#3	RM = 74625 RW (N) = 735.59 RW (E) = 735.59 DEPTH = 3.31'
CS#1	48" I.D. PRECAST MANHOLE W/ NEWMAN R=150#-6 W/ SOLID LD SEE DETAIL 8/1206
CS#1	RM = 74105 RW (N) = 738.04 RW (E) = 738.04 DEPTH = 3.00'
CS#1	48" I.D. PRECAST MANHOLE W/ NEWMAN R=25#4 CASTING W/ SOLID LD

**ROOF DRAIN CONNECTION SCHEDULE:**

STRUCTURE #	STRUCTURE DETAILS
DS#1	RM = 74400 RW (N) = 739.50
DS#2	RM = 74304 RW (N) = 739.35
DS#3	RM = 74400 RW (N) = 739.23
DS#4	RM = 74400 RW (N) = 739.07
DS#5	RM = 74400 RW (N) = 739.81
DS#6	RM = 74400 RW (S) = 737.48
DS#7	RM = 74363 RW (E) = 737.60

**CLEAN OUT SCHEDULE:**

STRUCTURE #	STRUCTURE DETAILS
CO#1	RM = 74378 RW (N) = 739.47
CO#2	RM = 74352 RW (S) = 737.53

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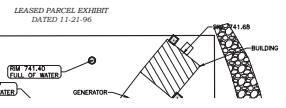
**BENCHMARK:**

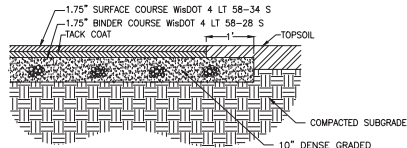
ELEVATIONS ARE REFERENCED TO NAVD 88 DATUM.

REMARKS 01  
BURY BOLT ON HORIZONTAL IN THE NE CORNER OF SUBJECT PARCEL, SOUTHERN SIDE OF WATER CIRCLE PLACE AT MID RADIIUS OF RIGHT-OF-WAY. ELEVATION = 743.04

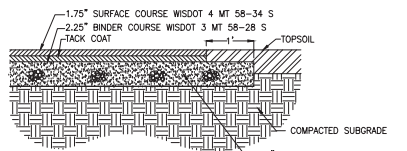
REMARKS 02  
NE BOLT OF LIGHT POLE BASE, NORTH SIDE OF SUBJECT PARCEL, SOUTH SIDE OF WATER CIRCLE PLACE ACROSS THE STREET FROM ADDRESS SIGN "7307", 300' EAST OF RED WILLOW PARKWAY. ELEVATION = 742.72

REMARKS 03  
BURY BOLT ON HORIZONTAL, WEST SIDE OF SUBJECT PARCEL, 300' SOUTH OF WATER CIRCLE PLACE, EAST SIDE OF RED WILLOW DRIVE. ELEVATION = 743.41





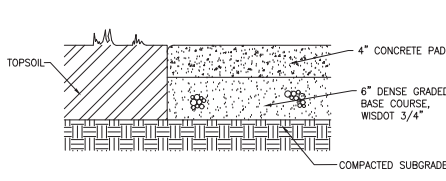
LIGHT DUTY



HEAVY DUTY

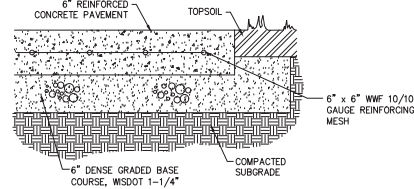
ASPHALT PAVEMENT

1  
C105



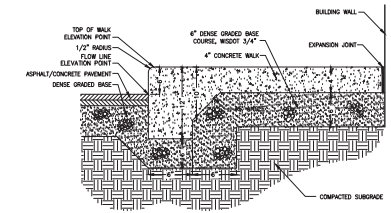
CONCRETE SIDEWALK

2  
C105



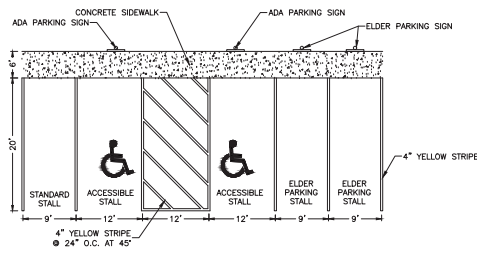
REINFORCED CONCRETE

3  
C105



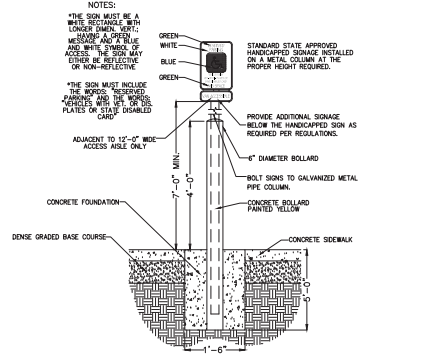
THICKENED EDGE WALK

4  
C105



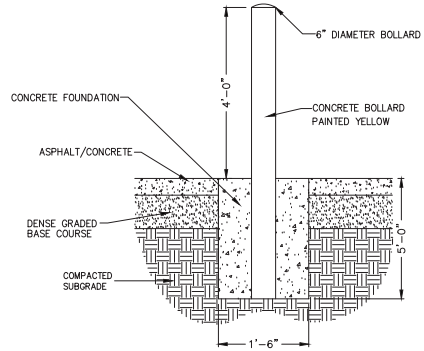
PARKING LOT STRIPING & CURB RAMP

5  
C105



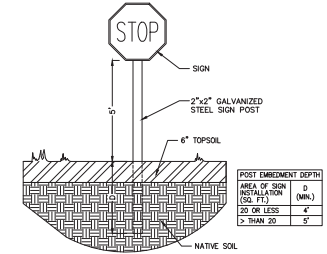
ACCESSIBLE PARKING SIGN

6  
C105



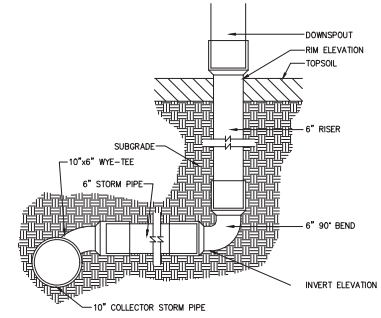
CONCRETE BOLLARD

7  
C105



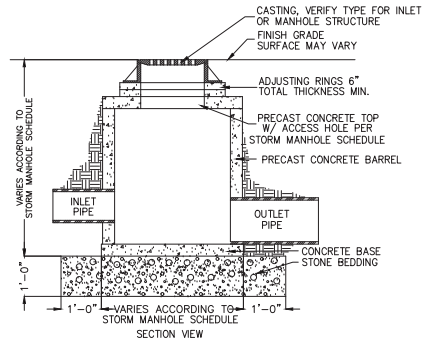
STANDARD SIGN INSTALLATION

8  
C105



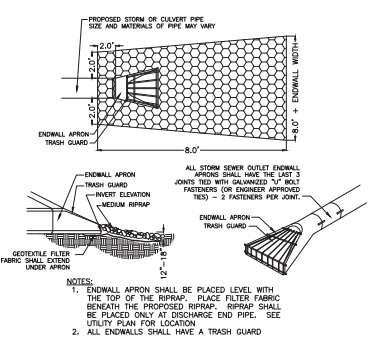
DOWNSPOUT CONNECTION

9  
C105



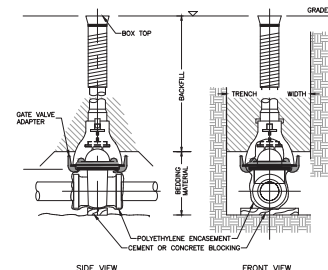
STORM MANHOLE

10  
C105



ENDWALL STRUCTURE

11  
C105



6" GATE VALVE

12  
C105

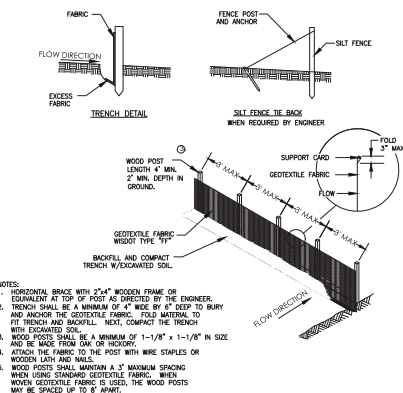
SCALE

ASPHALT PAVEMENT	1/4" = 1'-0"
CONCRETE SIDEWALK	1/4" = 1'-0"
REINFORCED CONCRETE	1/4" = 1'-0"
THICKENED EDGE WALK	1/4" = 1'-0"
PARKING LOT STRIPING & CURB RAMP	1/4" = 1'-0"
ACCESSIBLE PARKING SIGN	1/4" = 1'-0"
CONCRETE BOLLARD	1/4" = 1'-0"
STANDARD SIGN INSTALLATION	1/4" = 1'-0"
DOWNSPOUT CONNECTION	1/4" = 1'-0"
STORM MANHOLE	1/4" = 1'-0"
ENDWALL STRUCTURE	1/4" = 1'-0"
6" GATE VALVE	1/4" = 1'-0"

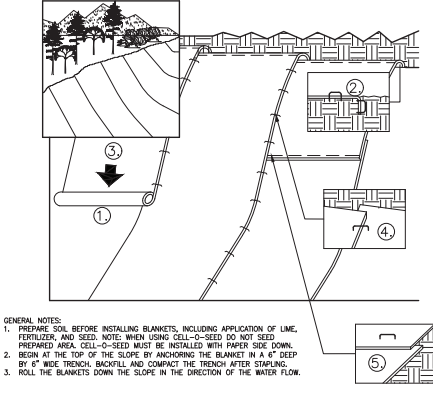
DETAILS

PUBLIC TRANSIT FACILITY FOR:  
**ONEIDA NATIONS**  
ONEIDA, WISCONSIN  
Prepared by: **design matters**  
2100 Burnside Drive, Green Bay, WI 54903-2900  
920.761.1000 ext. 111 | 715.257.1131 | www.designmatters.com

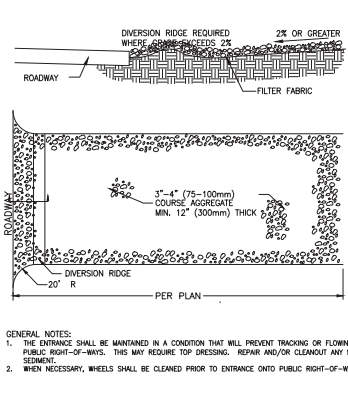




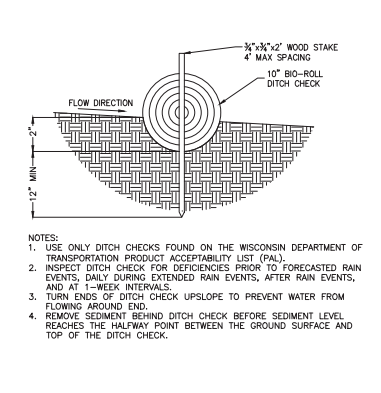
**SILT FENCE** 1 C106



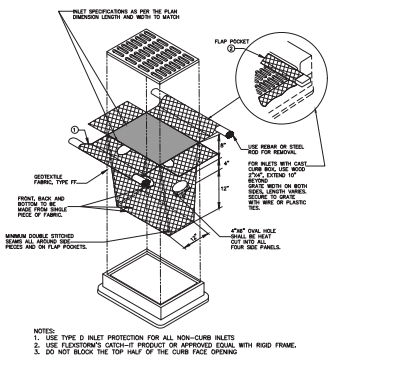
**EROSION CONTROL BLANKET** 2 C106



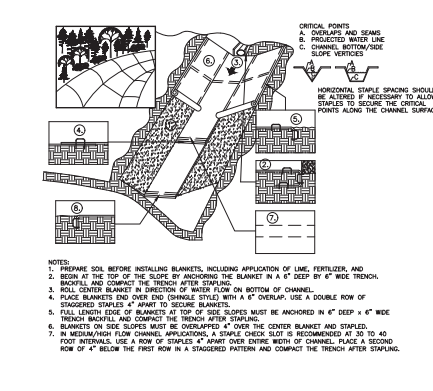
**ROCK CONSTRUCTION ENTRANCE** 3 C106



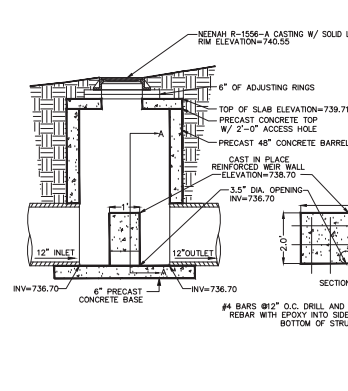
**TEMPORARY DITCH CHECK** 4 C106



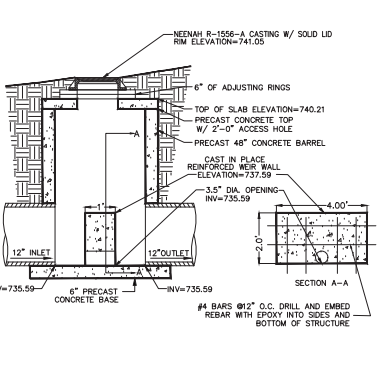
**INLET PROTECTION** 5 C106



**CHANNEL EROSION BLANKET** 6 C106



**CONTROL STRUCTURE - CS#1** 7 C106



**CONTROL STRUCTURE - CS#2** 8 C106







**PARTITION TYPES:**

**EXTERIOR:**

- 21. **1/2" TYPICAL FULL-STONE VENEER WALL CONSTRUCTION**
  - STONE VENEER
  - 2" AIR SPACE
  - 2" SPRAY FOAM INSULATION
  - 1/2" EXTERIOR GYPSUM SHEATHING
  - 6" METAL STUDS AT 12" O.C. W/ R.G. SPRAY FOAM BETWEEN STUDS
  - 5/8" GYPSUM BOARD

- 22. **VERTICAL-SOUND WALL CONSTRUCTION**
  - METAL PANEL (MPS) 1/2" RANK (GRAIN PATTERN)
  - 1/2" METAL 2" FIBERGLASS
  - 2" SPRAY FOAM INSULATION
  - 1/2" EXTERIOR GYPSUM SHEATHING
  - 6" METAL STUDS AT 12" O.C. W/ R.G. SPRAY FOAM BETWEEN STUDS
  - 5/8" GYPSUM BOARD

- 23. **PRE-ENGINEERED METAL BUILDING (BY OTHERS)**
  - METAL WALL PANEL (MWP)
  - STEEL STRUCTURE W/ R-10 + R-11 FIBERGLASS INSULATION
  - METAL UNDER PANEL TO 8'-0" A.F.F.
- 24. **PRE-ENGINEERED METAL BUILDING (BY OTHERS)**
  - METAL WALL PANEL (MWP)
  - STEEL STRUCTURE W/ R-10 + R-11 FIBERGLASS INSULATION
  - METAL UNDER PANEL TO 8'-0" A.F.F.

- 25. **WALLTYPE ENCLOSURE**
  - METAL WALL PANEL (MWP)
  - 1/2" METAL INSULATION BARRIER
  - 1/2" TREATED PLYWOOD
  - 3 5/8" METAL STUDS AT 12" O.C.
  - 1/2" TREATED PLYWOOD
  - AIR INFILTRATION BARRIER
  - METAL WALL PANEL (MWP)

- 26.
  - STONE VENEER
  - 2" AIR SPACE
  - 2" SPRAY FOAM INSULATION
  - 1/2" EXTERIOR GYPSUM SHEATHING
  - 6" METAL STUDS AT 12" O.C. W/ R.G. SPRAY FOAM BETWEEN STUDS

- 28. **WALLTYPE**
  - 8" CMU W/ HORIZ. RF AT 12" O.C.
- 28-1. **WALLTYPE**
  - 8" CMU W/ HORIZ. RF AT 12" O.C.
  - ONE HOUR RATED CONSTRUCTION (S.L. DESIGN NO. 1085)

**METAL STUDS:**

- 53-8.
  - STONE VENEER
  - 5/8" GYPSUM SHEATHING
  - 3 5/8" METAL STUDS AT 12" O.C.
- 53-7.
  - 5/8" GYPSUM BOARD
  - 3 5/8" METAL STUDS AT 12" O.C.

- 53-7P.
  - 5/8" GYPSUM BOARD
  - 3 5/8" METAL STUDS AT 12" O.C.
  - 3/4" FIRE RETARDANT TREATED PLYWOOD
- 53-5.
  - 5/8" GYPSUM BOARD
  - 3 5/8" METAL STUDS AT 12" O.C. W/ 3" SOUND ATTENUATION BLANKETS FULL HEIGHT
  - 5/8" GYPSUM BOARD

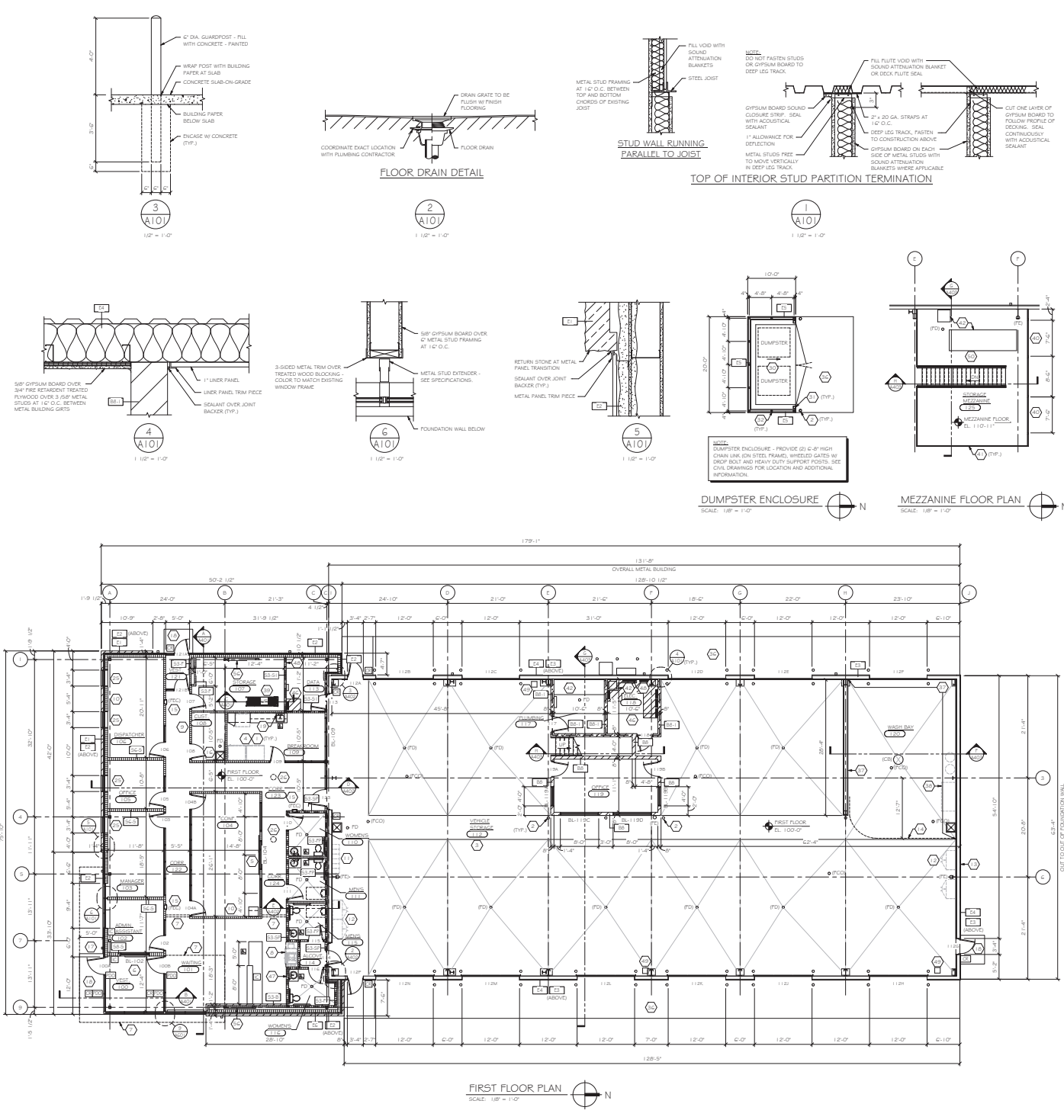
- 53-5-1.
  - 5/8" TYP. X GYPSUM BOARD
  - 3 5/8" METAL STUDS AT 12" O.C. W/ 3" SOUND ATTENUATION BLANKETS FULL HEIGHT
  - 5/8" TYP. X GYPSUM BOARD
  - 1/4" DESIGN NO. 1419

- 53-6P.
  - 5/8" GYPSUM BOARD
  - 3/4" FRF PLYWOOD
  - 3 5/8" METAL STUDS AT 12" O.C. W/ 3" SOUND ATTENUATION BLANKETS FULL HEIGHT
  - 5/8" GYPSUM BOARD

- 53-6.
  - 5/8" GYPSUM BOARD
  - 6" SOUND WALL W/ STAGGERED METAL STUDS AT 12" O.C. W/ SOUND ATTENUATION BLANKETS FULL HEIGHT
  - 5/8" GYPSUM BOARD
- 53-5-S.
  - 5/8" GYPSUM BOARD
  - 6" SOUND WALL W/ STAGGERED 3 5/8" METAL STUDS AT 12" O.C. W/ SOUND ATTENUATION BLANKETS WEAVED BETWEEN STUDS FULL HEIGHT
  - 5/8" GYPSUM BOARD

**PARTITION TYPES NOTES:**

- CONSTRUCTION IS LISTED IN ORDER FROM SIDE OF WALL THAT TAG IS INDICATED.
- WALL TYPE SHALL BE CONTINUOUS UNITS INTERSECTION OF WALL OF DIFFERENT TYPE.
- ALL INTERIOR WALLS SHALL BE TYPE 53-5 UNLESS NOTED OTHERWISE.
- EXTERIOR WALLS TO UNDERSIDE OF STRUCTURAL DECK. ABOVE UNLESS NOTED OTHERWISE.
- PROVIDE TILE BACKER BOARD AT ALL TILE LOCATIONS.



**PARTITION LEGEND**

	GYPSUM BOARD ON METAL STUDS AT 12" O.C.
	CMU WALL W/ HORIZ. RF AT 12" O.C.
	1-HOUR RATED WALL CONSTRUCTION

NOTE:  
FOR BRACING TOP OF NON-LOAD BEARING WALLS, SEE 1(A10)

- GENERAL NOTES:**
- SEE SHEET A101 FOR ENLARGED TOILET ROOM PLAN, CASHIER AND TOILET ROOM ELEVATIONS.
  - SEE SHEET A101 FOR INTERIOR FINISHES.
  - LOCATE INTERIOR AND EXTERIOR JOISTS IN GYPSUM BOARD PER SPECIFICATIONS.
  - FLOOR FINISH (F.F.) AND TRIM FINISH (T.F.), FLOOR CLEANUP (F.C.), CATCH BASIN (C.B.) LOCATIONS ARE CONSTRUCTION. VERIFY EXACT LOCATIONS WITH MECHANICAL AND PLUMBING CONTRACTORS.
  - PROVIDE MINIMUM CLEARANCES AT DOORS WITH CLOSERS (SEE 1(A10)).
  - IDENTIFIES CARD READER LOCATION.
  - IDENTIFIES POWER DOOR OPERATOR.
  - IDENTIFIES INTERCOM LOCATION.

- ELEVATION NOTES:**
- DASHED LINES INDICATE FURNITURE / EQUIPMENT BY OWNER.
  - CONCRETE FLEED STILES BOWARDS - SEE 3(A10).
  - SEE SHEET A101 FOR FLOOR STRIPING IN THIS ROOM.
  - VENDING MACHINES BY OWNER.
  - 8'-0" W/ 4'-0" R WALL MOUNTED HAZARDBOARD BY OWNER. PROVIDE WALL BRACING AS REQUIRED - COORDINATE LOCATION WITH OWNER.
  - NUMBER INDICATES BORROWED LITE - SEE SHEET A102.
  - DASHED LINES INDICATE SPOFFY ABOVE.
  - CORNER BY OWNER.
  - WALL MOUNTED TIME CLOCK BY OWNER. COORDINATE AND PROVIDE BLOCKING IN WALL AS REQUIRED.
  - DOUBLE TIE LOCKERS BY OWNER.
  - STORAGE CABINETS BY OWNER.
  - PRE-ENGINEERED METAL BUILDING EXPANDABLE ENDWALL CORNER BY OWNER.
  - WASH SINK COUNTER AND TRUCK SUSPENDED FROM STRUCTURE ABOVE.
  - SMALL-ACCESSIBLE PRE-FINISHED CABINET (PFC), TOP OF CABINET TO BE 54" MAX.
  - PROVIDE 4'-0" HIGH FRF WALL PANEL BEHIND MOP BASIN. EXTEND 4'-0" OUT FROM CORNER IN EACH DIRECTION.
  - LOCATION OF KITCH BOX, CONFIRM EXACT LOCATION AND SIZE WITH FRF PRIOR TO ORDERING UNIT.
  - CONCRETE FLOOR.
  - PROVIDE WATER DISPENSER AT SINK.
  - SOLID SURFACE STOOD - SEE 4(A10).
  - 1 1/2" DIAMETER TUBULAR SKYLIGHT.
  - PITCH CONCRETE SLAB-ON-GRADE TOWARDS GATES.
  - MIS 6 x 4 - 3/8" STEEL CONCRETE FLEED POST W/ STEEL CAP - PAINT.
  - 1" TUBE COLUMN FRAM.
  - CONCRETE APRON.
  - PRE-ENGINEERED UNDER PANEL WITH SOLID 3/4" TREATED PLYWOOD BLOCKING TO 4'-4" AT WASH BAY.
  - DASHED LINES INDICATE WASH BAY EQUIPMENT BY OWNER.
  - PREMANUFACTURED ALTERNATING TREAD STEEL SHIPS LADDERS FOR ROOF ACCESS.
  - REMOVABLE SECTION OF GUARDRAIL - PAINT (PFS).
  - 1/2" DIA. GUARDRAIL - PAINT (PFS).
  - 4" THICK CONCRETE EQUIPMENT PAD - VERIFY EXACT LOCATION WITH MEP CONTRACTOR.
  - ELECTRICAL PANELS - DIAGONAL HATCHING INDICATES REQUIRED SAFETY ZONE.
  - DASHED LINE INDICATES EXTENTS OF FRF PLYWOOD OVER 3 5/8" METAL STUDS AT 12" O.C. - SEE SECTION DIAGG FOR MORE INFORMATION.
  - PROVIDE 3/4" FIRE RETARDANT TREATED PLYWOOD FULL HEIGHT AT THIS WALL.
  - HVAC DUCTWORK - COORDINATE EXACT LOCATION WITH HVAC CONTRACTOR.
  - INDICATE FLOOR PLAN TO HAVE 1 HOUR FIRE RATING IN THIS AREA.
  - STRUCTURAL BRACE FRAME.

**somerville**  
design matters

2100 Riverside Drive, Green Bay, WI 54304-2390  
P: 920.335.2515 | F: 920.335.2516 | E: info@somerville.com  
A0211311 | www.somerville.com

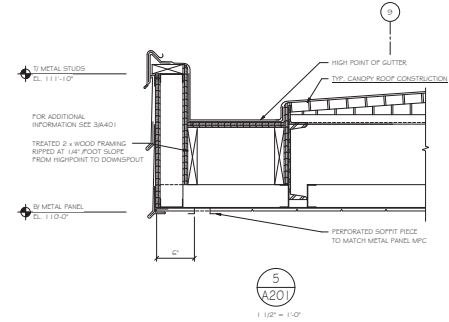
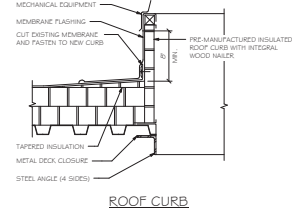
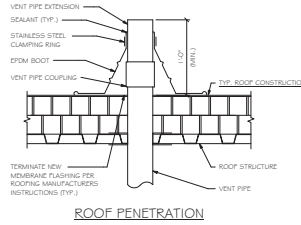
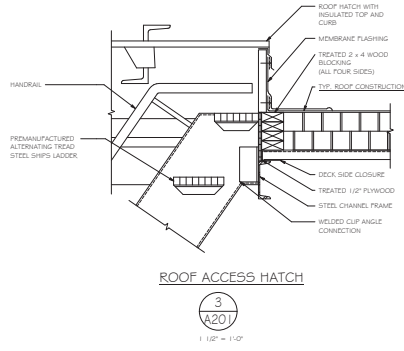
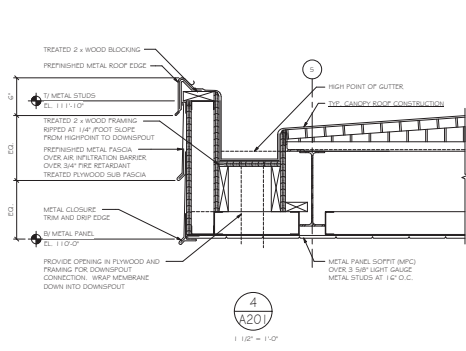
**SCALE INFORMATION**

1" = 16'-0"	1/8" = 1'-0"
1/4" = 3'-0"	1/16" = 6"-0"
1/32" = 9"-0"	1/64" = 12"-0"
1/64" = 24"-0"	1/128" = 48"-0"
1/256" = 96"-0"	1/512" = 192"-0"

PUBLIC TRANSIT FACILITY FOR:  
**ONEIDA NATION**  
ONEIDA, WISCONSIN

Date: 8/25/22  
Project No: 7610 (04-022)  
Scale: A101

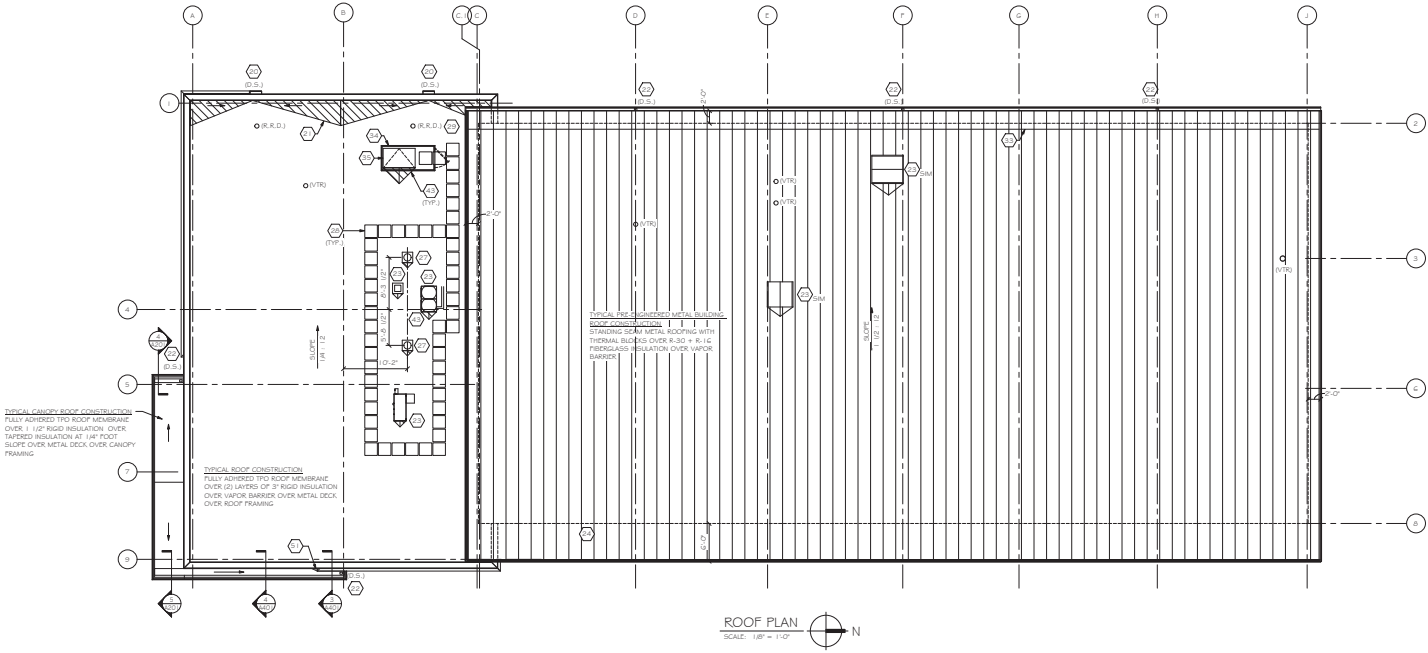
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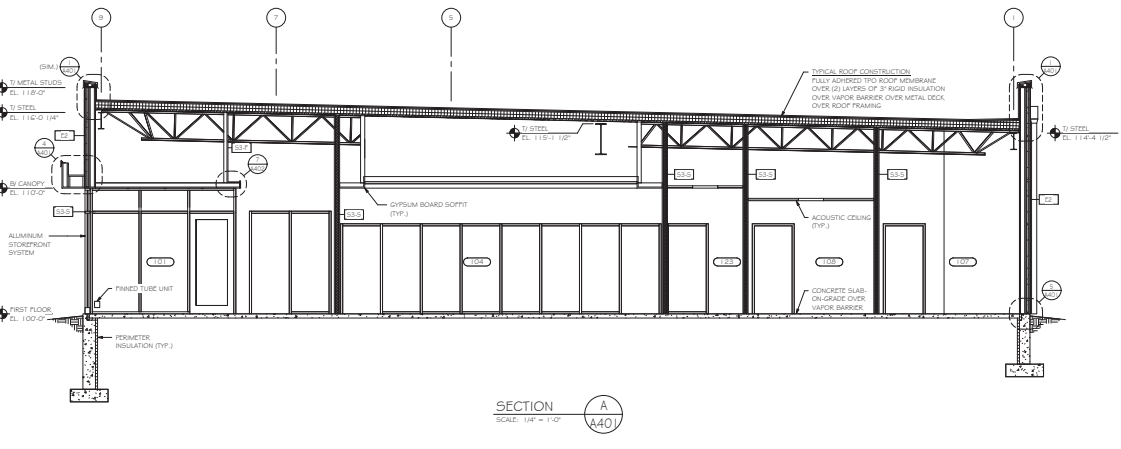
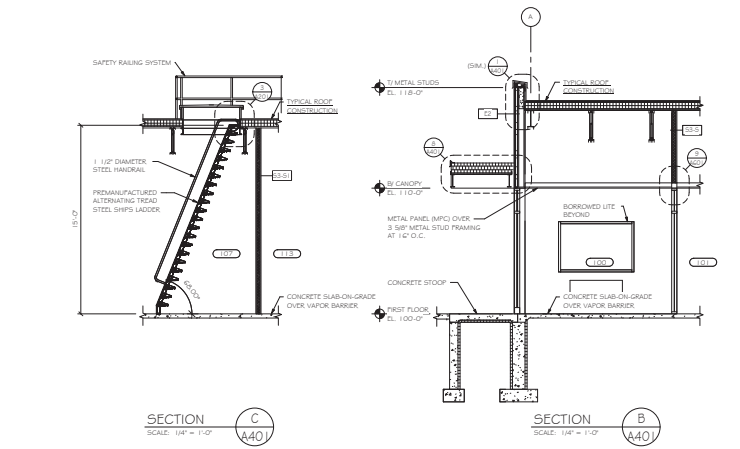
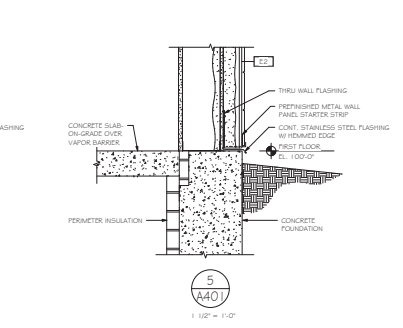
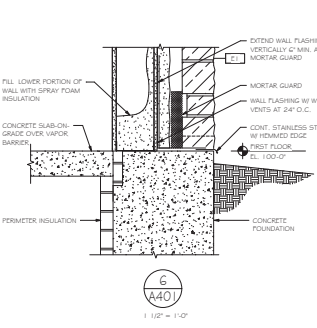
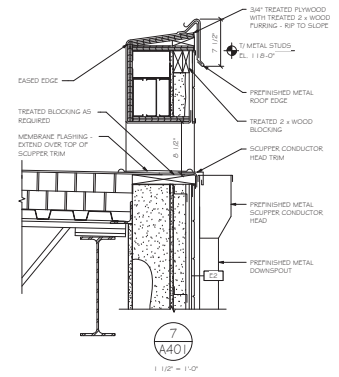
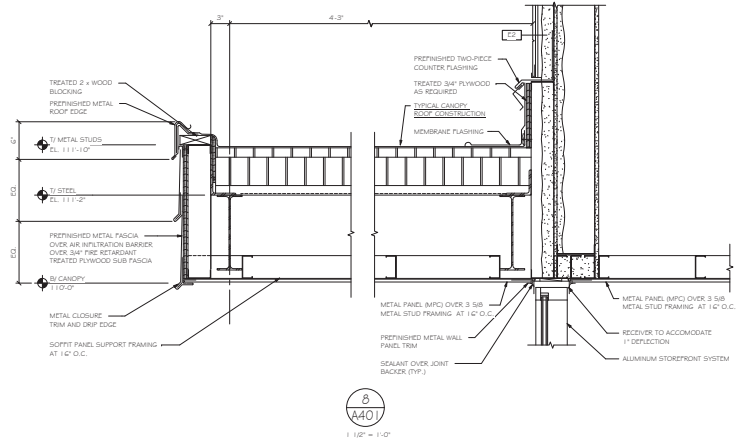
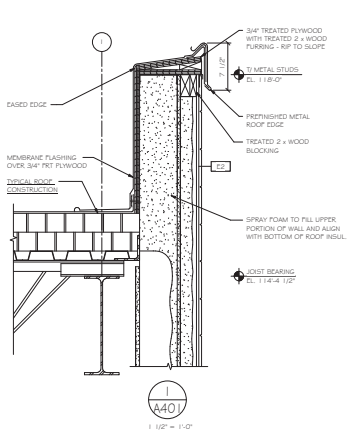
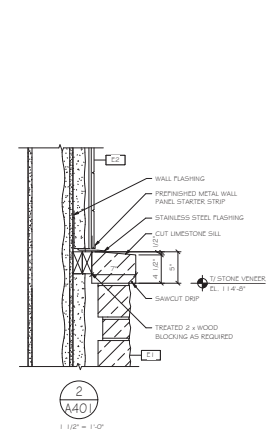
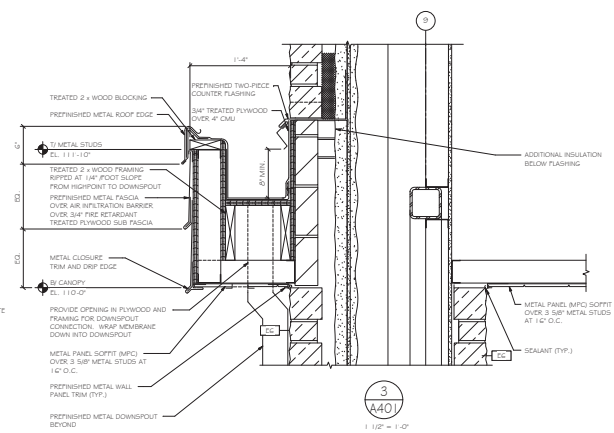
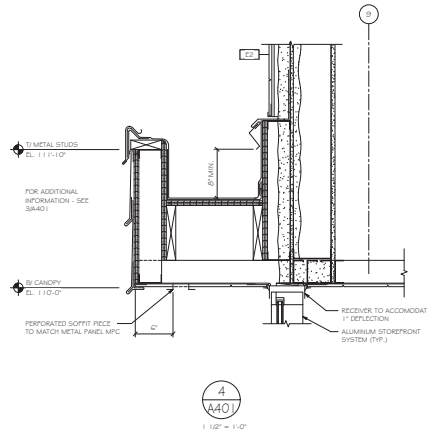
- GENERAL ROOF NOTES:**
- ROOF DRAIN (R.D.) AND RELIEF ROOF DRAIN (R.R.D.) LOCATIONS SHOWN ON THE ROOF PLAN ARE APPROXIMATE LOCATIONS ONLY. GENERAL CONTRACTOR SHALL COORDINATE THE LOCATION OF ROOF DRAINS WITH PLUMBING CONTRACTOR AND THE TAPERED INSULATION SHOP DRAWINGS, TO ENSURE PROPER DRAINAGE.
  - COORDINATE EXACT SIZE AND LOCATION OF ALL ROOF PENETRATIONS WITH MECHANICAL AND ELECTRICAL CONTRACTORS.
  - ALL VENTS THROUGH ROOF TO BE FLASHED PER ROOFING MANUFACTURERS REQUIREMENTS TO MAINTAIN WARRANTY.
  - COORDINATE RELIEF ROOF DRAIN DOWNSPOUT LOCATIONS WITH GENERAL CONTRACTOR TO AVOID PLACEMENT OVER WINDOWS AND DOORS.
  - BEOTH ROOF SURFACES TO HOST FUTURE PV CELLS.

- ROOF PLAN NOTES:**
- ROOF SLOPPER WITH OPEN FACE DOWNSPOUT (D.S.) CONNECTED TO UNDERGROUND STORM PIPING - SEE 70A01 AND CIVIL DRAWINGS.
  - HATCHING INDICATES AREAS OF TAPERED INSULATION AT 1/4" PER FOOT MINIMUM. TAPERED INSULATION TO BE BETWEEN LAYERS OF RIGID INSULATION.
  - REFINISHED ALUMINUM GUTTER WITH OPEN FACE DOWNSPOUT (D.S.) CONNECTED TO UNDERGROUND STORM PIPING - SEE CIVIL DRAWINGS.
  - HVAC EQUIPMENT CURB - SEE 10A20.
  - DASHED LINE INDICATES PERIMETER OF PRE-ENGINEERED METAL BUILDING, BELOW.
  - TUBULAR SKYLIGHT MOUNTED TO ROOF CURB.
  - RUBBER ROOF FLASHING PADS.
  - RELIEF ROOF DRAIN - COORDINATE EXACT ROUTE WITH PLUMBING CONTRACTOR.
  - SHOW GUARDS FASTENED TO METAL ROOF SYSTEM.
  - PROVIDE ROOF HATCH SAFETY RAILING SYSTEM.
  - ROOF ACCESS HATCH - SEE 30A20.
  - TAPERED INSULATION AT HIGH SIDE OF EQUIPMENT CURB, ACCESS HATCH OR SKYLIGHT.
  - PROVIDE INSULATION CRIBKIT IN GUTTER TO DIVERG WATER AWAY FROM STONE.

NO.	DESCRIPTION	DATE
1	ISSUED FOR PERMITS	11/11/2024
2	ISSUED FOR PERMITS	11/11/2024
3	ISSUED FOR PERMITS	11/11/2024
4	ISSUED FOR PERMITS	11/11/2024
5	ISSUED FOR PERMITS	11/11/2024
6	ISSUED FOR PERMITS	11/11/2024
7	ISSUED FOR PERMITS	11/11/2024
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9	ISSUED FOR PERMITS	11/11/2024
10	ISSUED FOR PERMITS	11/11/2024

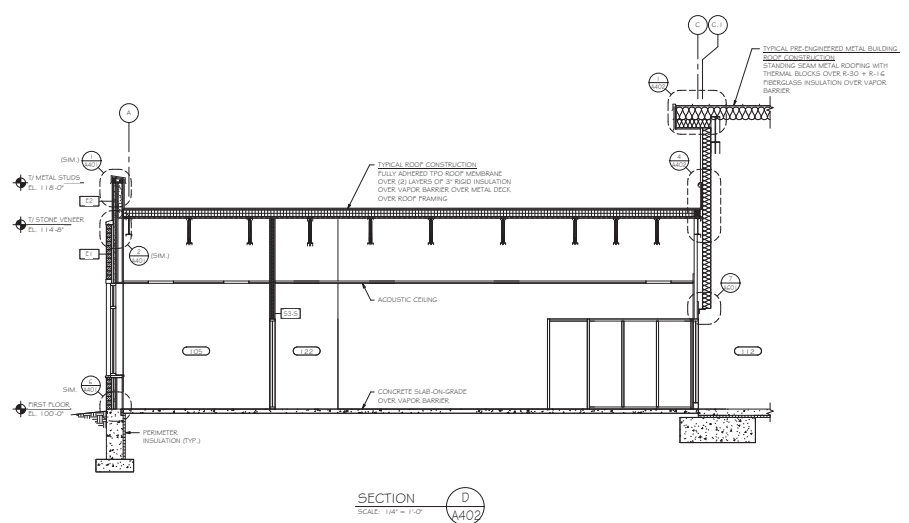
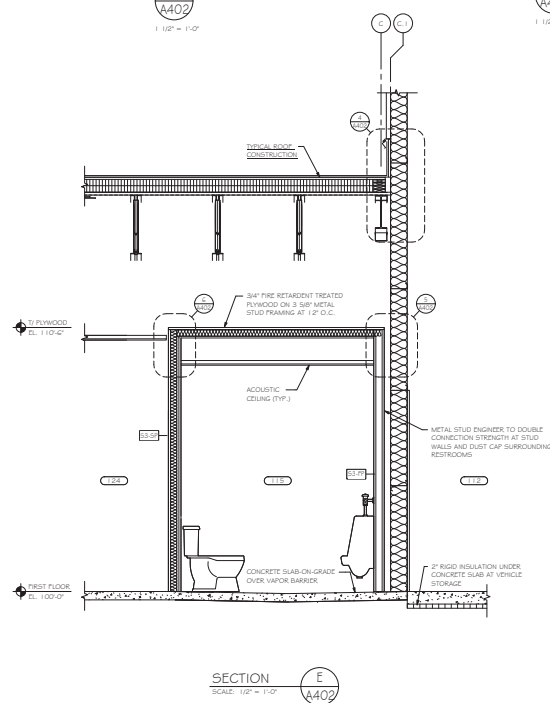
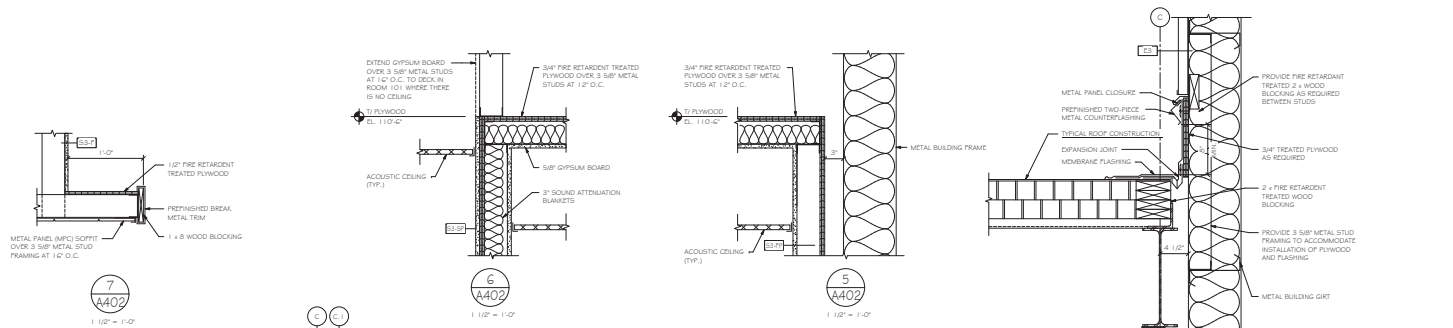
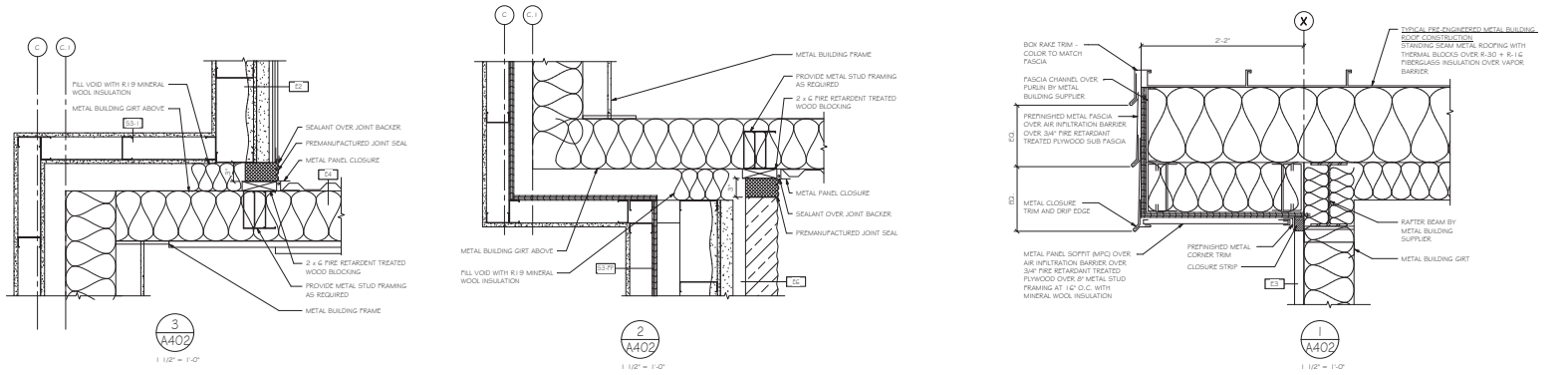






NO.	DESCRIPTION	DATE
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2	ISSUED FOR PERMITTING	11/20/2020
3	ISSUED FOR PERMITTING	11/20/2020
4	ISSUED FOR PERMITTING	11/20/2020
5	ISSUED FOR PERMITTING	11/20/2020
6	ISSUED FOR PERMITTING	11/20/2020
7	ISSUED FOR PERMITTING	11/20/2020
8	ISSUED FOR PERMITTING	11/20/2020





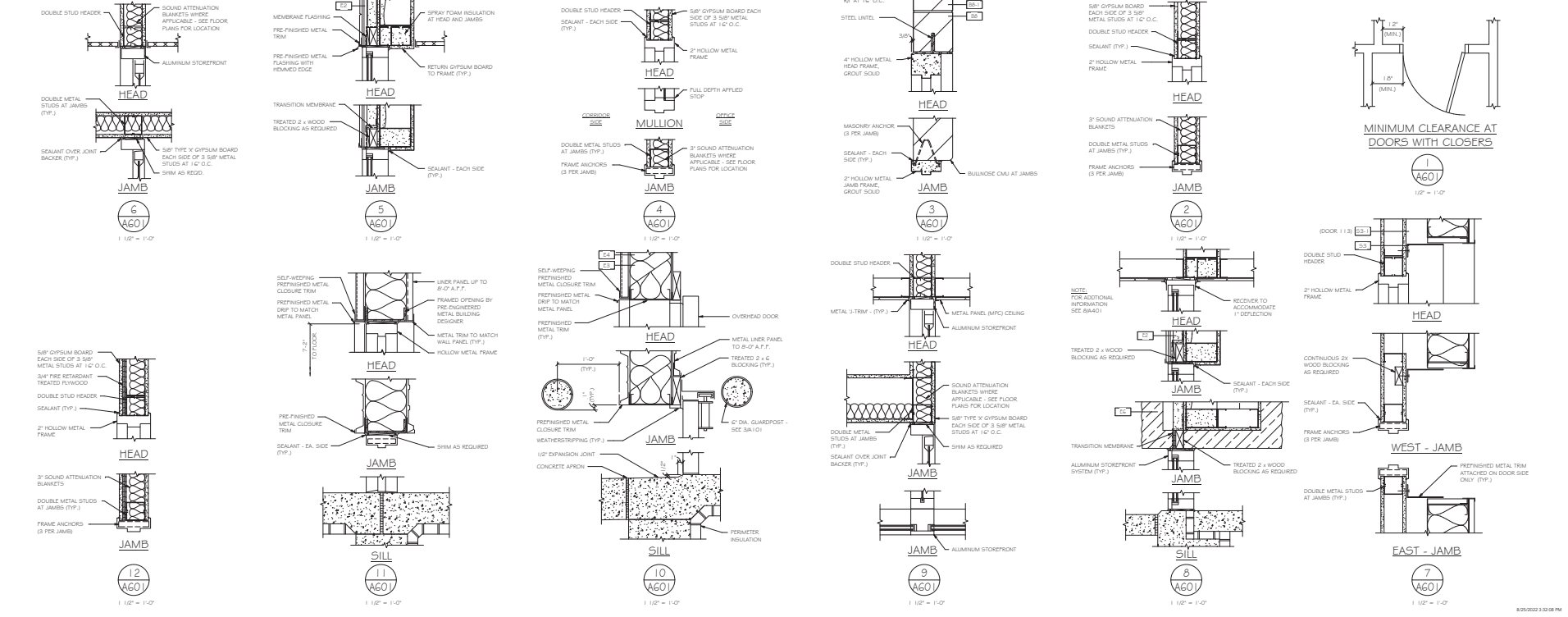
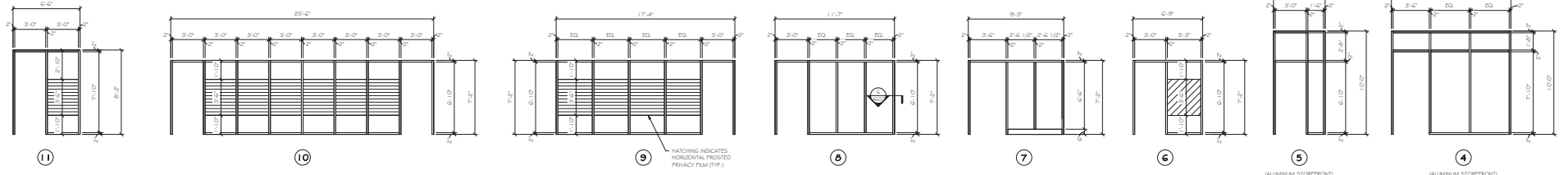
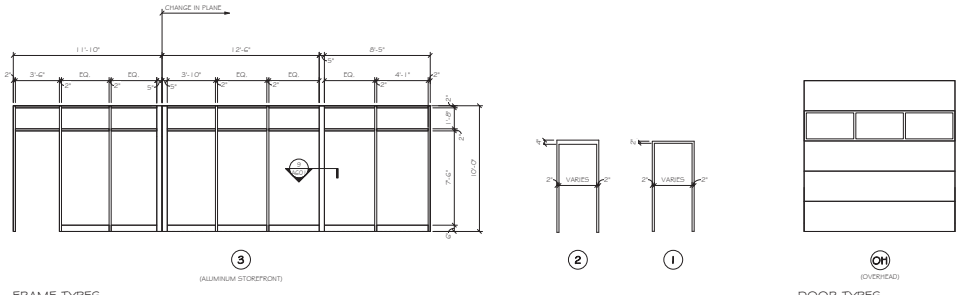
NO.	DESCRIPTION	DATE
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10	ISSUED FOR PERMIT	11/20/2020
11	ISSUED FOR PERMIT	11/20/2020
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13	ISSUED FOR PERMIT	11/20/2020
14	ISSUED FOR PERMIT	11/20/2020
15	ISSUED FOR PERMIT	11/20/2020
16	ISSUED FOR PERMIT	11/20/2020
17	ISSUED FOR PERMIT	11/20/2020
18	ISSUED FOR PERMIT	11/20/2020
19	ISSUED FOR PERMIT	11/20/2020
20	ISSUED FOR PERMIT	11/20/2020
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26	ISSUED FOR PERMIT	11/20/2020
27	ISSUED FOR PERMIT	11/20/2020
28	ISSUED FOR PERMIT	11/20/2020
29	ISSUED FOR PERMIT	11/20/2020
30	ISSUED FOR PERMIT	11/20/2020
31	ISSUED FOR PERMIT	11/20/2020
32	ISSUED FOR PERMIT	11/20/2020
33	ISSUED FOR PERMIT	11/20/2020
34	ISSUED FOR PERMIT	11/20/2020
35	ISSUED FOR PERMIT	11/20/2020
36	ISSUED FOR PERMIT	11/20/2020
37	ISSUED FOR PERMIT	11/20/2020
38	ISSUED FOR PERMIT	11/20/2020
39	ISSUED FOR PERMIT	11/20/2020
40	ISSUED FOR PERMIT	11/20/2020
41	ISSUED FOR PERMIT	11/20/2020
42	ISSUED FOR PERMIT	11/20/2020
43	ISSUED FOR PERMIT	11/20/2020
44	ISSUED FOR PERMIT	11/20/2020
45	ISSUED FOR PERMIT	11/20/2020
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47	ISSUED FOR PERMIT	11/20/2020
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49	ISSUED FOR PERMIT	11/20/2020
50	ISSUED FOR PERMIT	11/20/2020



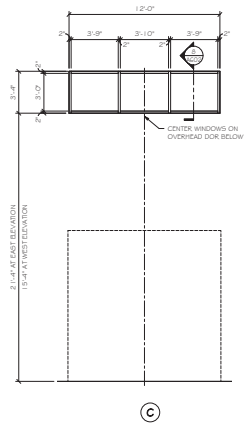
**GENERAL NOTES:**  
A. FOR MINIMUM CLEARANCE AT DOORS W/ CLOSERS (SEE 1(A2)).

**DOOR SCHEDULE NOTES:**  
1. PROVIDE PANIC HARDWARE.  
2. PROVIDE CLOSERS AND BOTTOM SEALS AT THIS DOOR.  
3. PROVIDE BOTTOM SEALS AT THIS DOOR.

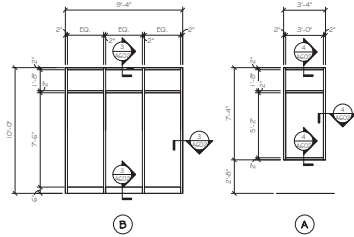
DOOR SCHEDULE												
MARK	LEAF 1	LEAF 2	DOOR HEIGHT	MATERIAL	TYPE	MATERIAL	FRAME TYPE	DETAIL	FIRE RATING	ELEC. REQ.	HARDWARE GROUP	NOTES
100A	3'-0"	3'-0"	8'-0"	AL	FS	AL	3	8(A2)	---	YES	A11	
100B	3'-0"	3'-0"	8'-0"	AL	FS	AL	4	8(A2)	---	YES	A2	
102	3'-0"	3'-0"	8'-0"	WD	F	HM	11	4(A2)	---	---	O1	
103	3'-0"	3'-0"	7'-2"	WD	F	HM	9	4(A2)	---	---	O1	
104A	3'-0"	3'-0"	7'-2"	WD	F	HM	10	4(A2)	---	---	O2	
104B	3'-0"	3'-0"	7'-2"	WD	F	HM	10	4(A2)	---	---	O2	
105	3'-0"	3'-0"	7'-2"	WD	F	HM	5	4(A2)	---	---	O1	
106	3'-0"	3'-0"	7'-2"	WD	F	HM	6	4(A2)	---	---	O1	
107	3'-0"	3'-0"	7'-2"	WD	F	HM	11	2(A2)	---	---	O3	
108	3'-0"	3'-0"	7'-2"	WD	F	HM	11	2(A2)	---	---	O3	
109	3'-0"	3'-0"	7'-2"	WD	F	HM	6	4(A2)	---	---	O4	
110	3'-0"	3'-0"	7'-2"	WD	F	HM	11	12(A2)	---	---	O5	
111	3'-0"	3'-0"	7'-2"	WD	F	HM	11	12(A2)	---	---	O5	
112A	3'-0"	3'-0"	7'-2"	HM	F	HM	11	1(A2)	---	YES	O6	
112B	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112C	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112D	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112E	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112F	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112G	3'-0"	3'-0"	7'-2"	HM	F	HM	11	1(A2)	---	YES	O6	
112H	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112I	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112J	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112K	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112L	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112M	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112N	12'-0"	12'-0"	12'-0"	STL	OR	STL	---	10(A2)	---	YES	---	
112P	3'-0"	3'-0"	7'-2"	HM	F	HM	11	1(A2)	---	YES	O6	
113	3'-0"	3'-0"	7'-2"	HM	F	HM	11	7(A2)	GC MIN.	YES	O7	
114	3'-0"	3'-0"	7'-2"	HM	F	HM	11	7(A2)	GC MIN.	YES	O8	
115	3'-0"	3'-0"	7'-2"	HM	F	HM	11	2(A2)	---	---	O9	
116	3'-0"	3'-0"	7'-2"	HM	F	HM	2	3(A2)	GC MIN.	---	O10	
117	3'-0"	3'-0"	7'-2"	HM	F	HM	2	3(A2)	GC MIN.	---	O11	
118A	3'-0"	3'-0"	7'-2"	HM	F	HM	2	3(A2)	GC MIN.	---	O12	
118B	3'-0"	3'-0"	7'-2"	HM	F	HM	2	3(A2)	GC MIN.	---	O12	
121A	3'-0"	3'-0"	7'-2"	AL	FS	AL	5	8(A2)	---	YES	A13	
121B	3'-0"	3'-0"	7'-2"	AL	FS	AL	5	8(A2)	---	YES	A14	
123	3'-0"	3'-0"	7'-2"	WD	F	HM	7	6(A2)	---	YES	O13	



SCALE	SYMBOL	DESCRIPTION
1/4" = 1'-0"	[Symbol]	ALUMINUM STOREFRONT
1/4" = 1'-0"	[Symbol]	WOOD
1/4" = 1'-0"	[Symbol]	GLASS
1/4" = 1'-0"	[Symbol]	STEEL
1/4" = 1'-0"	[Symbol]	CONCRETE
1/4" = 1'-0"	[Symbol]	INSULATION
1/4" = 1'-0"	[Symbol]	MEMBRANE
1/4" = 1'-0"	[Symbol]	FLASHING
1/4" = 1'-0"	[Symbol]	SEALANT
1/4" = 1'-0"	[Symbol]	FINISH

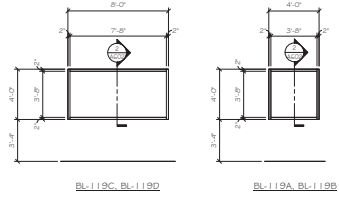


C



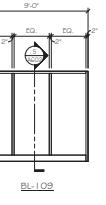
B

A

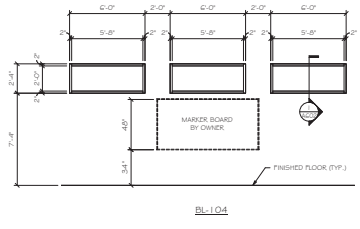


BL-119C, BL-119D

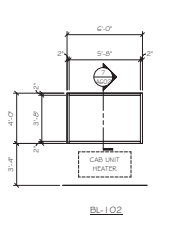
BL-119A, BL-119B



BL-109



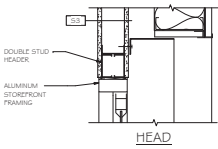
BL-104



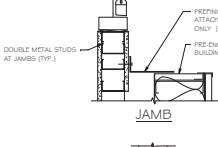
BL-102

WINDOW TYPES  
SCALE: 1/4" = 1'-0"

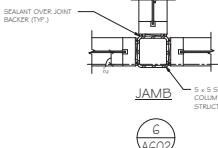
BORROWED LITE TYPES  
SCALE: 1/4" = 1'-0"



HEAD

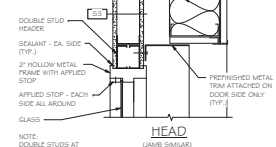


JAMB

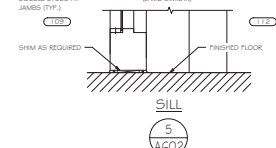


JAMB

6  
A602  
1 1/2" = 1'-0"

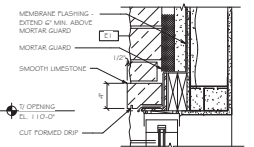


HEAD

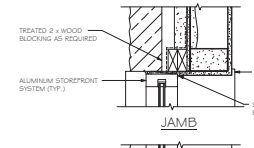


SILL

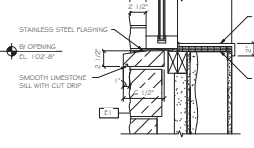
5  
A602  
1 1/2" = 1'-0"



HEAD

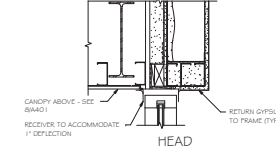


JAMB

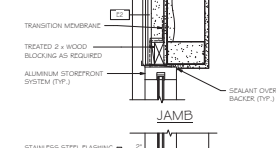


SILL

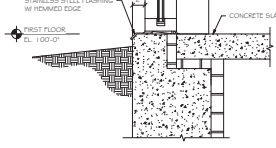
4  
A602  
1 1/2" = 1'-0"



HEAD

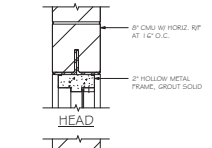


JAMB

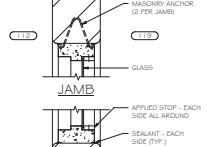


SILL

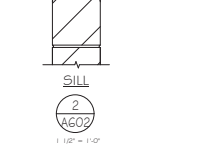
3  
A602  
1 1/2" = 1'-0"



HEAD

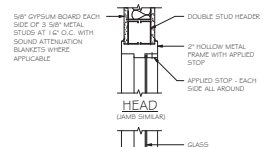


JAMB

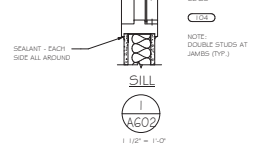


SILL

2  
A602  
1 1/2" = 1'-0"

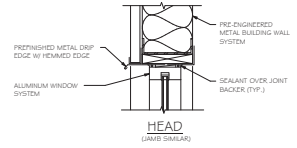


HEAD

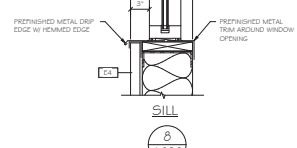


JAMB

1  
A602  
1 1/2" = 1'-0"

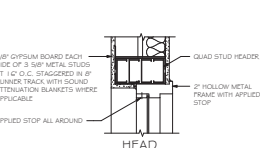


HEAD

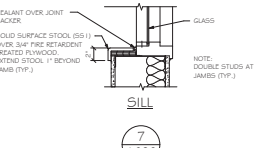


JAMB

8  
A602  
1 1/2" = 1'-0"



HEAD



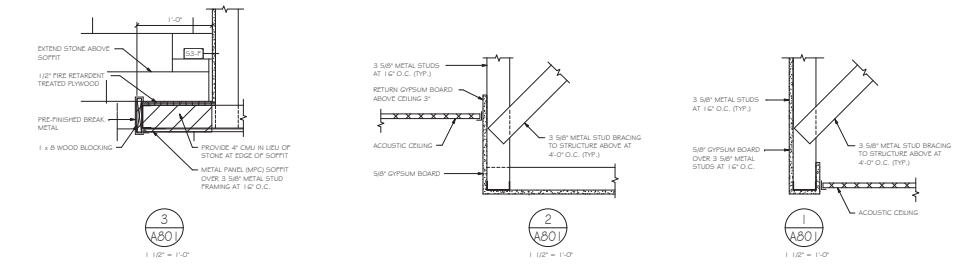
JAMB

7  
A602  
1 1/2" = 1'-0"

SCALE	SYMBOL	DESCRIPTION
1/4" = 1'-0"	(A)	WINDOW TYPE A
1/4" = 1'-0"	(B)	WINDOW TYPE B
1/4" = 1'-0"	(C)	WINDOW TYPE C
1/4" = 1'-0"	(BL-119A, BL-119B)	BORROWED LITE TYPE BL-119A, BL-119B
1/4" = 1'-0"	(BL-119C, BL-119D)	BORROWED LITE TYPE BL-119C, BL-119D
1/4" = 1'-0"	(BL-109)	BORROWED LITE TYPE BL-109
1/4" = 1'-0"	(BL-104)	BORROWED LITE TYPE BL-104
1/4" = 1'-0"	(BL-102)	BORROWED LITE TYPE BL-102
1/4" = 1'-0"	(1)	WINDOW TYPE 1
1/4" = 1'-0"	(2)	WINDOW TYPE 2
1/4" = 1'-0"	(3)	WINDOW TYPE 3
1/4" = 1'-0"	(4)	WINDOW TYPE 4
1/4" = 1'-0"	(5)	WINDOW TYPE 5
1/4" = 1'-0"	(6)	WINDOW TYPE 6
1/4" = 1'-0"	(7)	WINDOW TYPE 7
1/4" = 1'-0"	(8)	WINDOW TYPE 8







**REFLECTED CEILING NOTES:**

- MECHANICAL AND ELECTRICAL PLANS TAKE PRECEDENCE OVER REFLECTED CEILING PLANS FOR TYPE AND QUANTITY OF FIXTURES, DIFFUSERS AND GRILLES.
- WHERE CEILING TILE IS LESS THAN 2', USE A CUT 2' x 4' TILE TO ELIMINATE JOINTS.
- INTERIOR LIGHT-GAUGE SOFFIT FRAMING TO BE ENGINEERED AND STAMPED BY LIGHT GAUGE DESIGNER.

**PLAN NOTES:**

- WATCHING INDICATED RADIANT CEILING PANELS.
- 1/2" WIDE SOFFIT VENTS AT 4'-0" O.C. STARTING 1' FROM EAST EDGE.
- PROVIDE 30" x 24" ACCESS PANEL IN WALL ABOVE CEILING TO ACCESS AREA ABOVE VESTIBULE.
- FRANGERS AND ATTACHMENTS SUPPORTING EXPOSED ITEMS AT OPEN CEILING AREAS SHALL BE PLACED AND INSTALLED WITH AN EVEN, CONSISTENT AND REPEATABLE PATTERN THROUGHOUT THE SPACE AND PREPARED FOR PAINT.

**SOFFIT LEGEND**

INDICATES HEIGHT OF SOFFIT OR HEADER ABOVE FINISHED FLOOR.

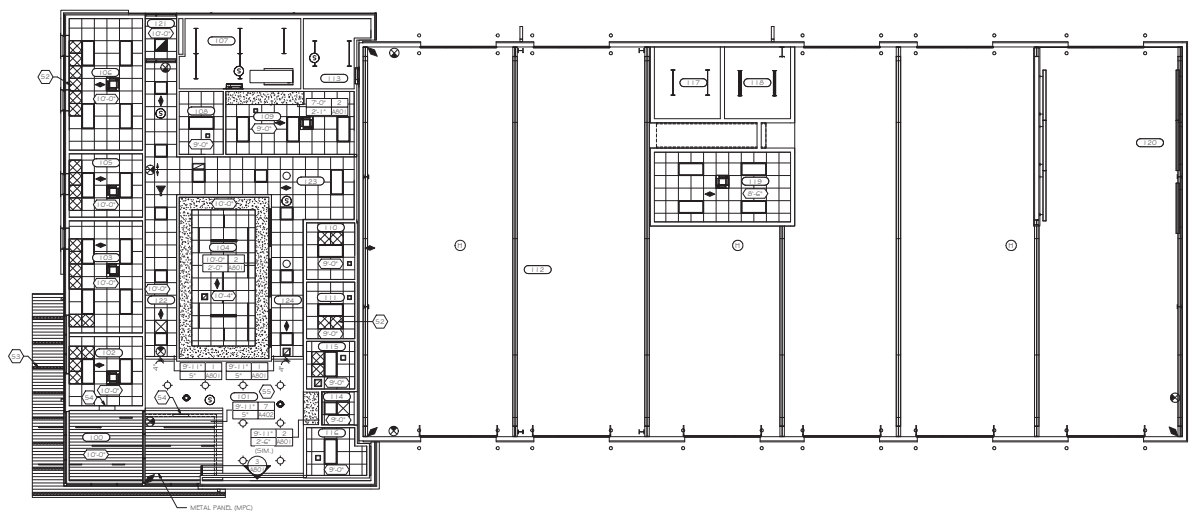
INDICATES DETAIL NUMBER AND SHEET.

INDICATES DEPTH OF SOFFIT (FACE TO FACE OF GYPSUM BOARD).

INDICATES CEILING HEIGHTS IN ROOMS WHERE MULTIPLE HEIGHTS OCCUR.

**REFLECTED CEILING KEY**

- RECESSED LIGHT FIXTURE
- PENDANT LIGHT FIXTURE
- SMOKE DETECTOR
- RECESSED AIR CONDITIONER
- SUPPLY DIFFUSER
- EXHAUST GRILLE
- EXHAUST GRILLE
- OCCUPANCY SENSOR
- EXIT SIGN
- INDICATES RECESSED CORD REEL
- CEILING RADIATOR
- DESTRATIFICATION FAN



REFLECTED CEILING - FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

**PROJECT INFORMATION**

DATE	08/25/22
PROJECT NO.	7610 (04-022)
SHEET NO.	153
TITLE	REFLECTED CEILING PLAN
DESIGNER	SOMERVILLE DESIGN MATTERS
CLIENT	ONEIDA NATION

ROOM FINISH KEY				
KTY	MATERIAL TYPE	MANUFACTURER	DESCRIPTION	REMARKS
CF1	CARPET TILE	BENTLEY	STYLE: REDUX - COLOR: 402242 CONTINUUM - SIZE: 18" X 36"	INSTALLATION TO BE BRICK LAY, RUNNING LENGTHWISE EAST TO WEST
DF1	DROW FLOOR	DUR-A-FLUX	HYBR-FLEX-50 - COLOR: Q28-2 - ARMOR TOP GLOSS WITH GRIT	
DF2	DROW FLOOR	DUR-A-FLUX	HYBR-FLEX-50 - COLOR: LIGHT GREY - ARMOR TOP GLOSS WITH GRIT	
DF3	DROW FLOOR	DUR-A-FLUX	HYBR-FLEX-50 - COLOR: BRIGHT YELLOW - ARMOR TOP BRIGHT YELLOW GLOSS WITH DUR-A-GRT	FOR INTERIOR VEHICLE PARKING STRIPING - SEE DRAWING
LVT1	LUXURY VINYL TILE	MILIKIN	STYLE: FORTIFIED FOUNDATIONS SAM - HERITAGE WOOD - COLOR: HERSCHEL PRIDE - SIZE: 9" X 60"	INSTALLATION TO RUN LENGTHWISE EAST TO WEST
PT1	PORCELAIN TILE	SHALE	STYLE: PORTFOLIO COLOR: HYD IRON GREY - SIZE: 2" X 2" MODISC	
SC1	GRAOUT	CUSTOM	COLOR: #09 NATURAL GRAY	
SC2	SEALED CONCRETE			
SCR	GRAOUT			
WOT1	WALK-OFF CARPET	MAATS INC	SUPER NOP 50 - COLOR: BLACK WALNUT - SIZE: APPROX. 19-1/2" (12" X 19-1/2")	INSTALLATION TO BE QUARTER TURN
<b>BASE</b>				
DF1	DROW INTEGRAL BASE	DUR-A-FLUX	HYBR-FLEX-50 - COLOR: Q28-2 - ARMOR TOP GLOSS WITH GRIT - 6" BASE	
VB1	VINYL BASE	JORNISONITE	COLOR: CHARCOAL WG - 4" COVERD BASE	
<b>WALLS</b>				
EP1	DROW PAINT	SHERWIN WILLIAMS	SW91-62 DRIFT OF MIST	
EP2	DROW PAINT	SHERWIN WILLIAMS	SW7005 PURE WHITE	
EP3	DROW PAINT	SHERWIN WILLIAMS	SW7056 GRAY MATTERS	
FR1	FIBER REINFORCED PANEL	MARLITE	STYLE: SHIMMER W/ SANI-COAT - RECTANGLE 6" X 9" - COLOR: WHITE PANEL W/ GREY GRAOUT	INSTALLATION TO RUN HORIZONTAL ON WALL
LP1	LINKER PANEL	PRE-ENGINEERED METAL BUILDING SUPPLIER	COLOR: WHITE	
P1	PAINT	SHERWIN WILLIAMS	SW91-62 DRIFT OF MIST	
P2	PAINT	SHERWIN WILLIAMS	SW91-74 TESTO WOOD	
PT2	PORCELAIN TILE	SALTILE	STYLE: PORTFOLIO COLOR: PFD4 DOVE GREY - SIZE: 12" X 24"	INSTALLATION TO BE MONOKUTIC
ST1	STONE	CUSTOM	COLOR: #543 DRIFTWOOD COLOR: CUSTOM ONYX BLEND	
<b>CEILING</b>				
ACT1	ACOUSTIC CEILING TILE	IBS	STYLE: MARS ACOUSTICAL CEILING - COLOR: WHITE - SQUARE TISSUE - SIZE: 24" X 24"	
ACT2	VINYL FACED GYPSUM TILE		COLOR: WHITE	PROVIDE ALUMINUM GRID
EXP1	PAINTED EXPOSED CEILING	SHERWIN WILLIAMS	SW7026 GRIZZLE GRAY	
EPF1	EXPOSED CEILING	PHENALUX	STYRECOLOR: AQUA - GYPSUM ALUMINUM	RECEPTION DESK
MFC	METAL PANEL CEILING	LONGROAD	ALUMINUM PANEL - 6" PLANK - WOOD GRAIN PATTERN - COLOR: DARK CHERRY	VERTICAL CASEWORK FOR WINDOW SILLS RECEPTION DESK TO BE APPLIED SO STRIPE IS HORIZONTAL
<b>MISC.</b>				
P4	PAINT	SHERWIN WILLIAMS	SW7026 GRIZZLE GRAY	FOLLOW METAL DOOR FRAMES
P5	PAINT	ARBORITE	SAFETY YELLOW	INTERIOR VEHICLE STRIPING AND BOLLARDS
PL1	PLASTIC LAMINATE	ARBORITE	STYRECOLOR: P-375 CA - MORNING SLIET	COUNTERTOPS
PL2	PLASTIC LAMINATE	PHENALUX	STYRECOLOR: AQUA - GYPSUM ALUMINUM	RECEPTION DESK
PL3	PLASTIC LAMINATE	MISCHART	STYRECOLOR: PHANTOM CHARCOAL 821-4K-28 - GLOSS LINE FINISH WITH ADOX	VERTICAL CASEWORK
SS1	SOLID SURFACE	CORIAN	COLOR: SILT	FOR WINDOW SILLS
WD1	TONGUE AND GROOVE WOOD		1/2" TONGUE & GROOVE WHITE WOOD PLAINS - STAIN TO MATCH WILSCHMART LAMINATE - SHAKER CHERRY 79356-07	
WT	WINDOW FILM	3M	FLSARA GLASS FINISH - PARACELLS SHIFTERS	

ROOM FINISH SCHEDULE						
NO.	NAME	FLOOR	BASE	WALLS	CEILING TYPE	NOTED
100	TEST					
101	WAITING	LVT1	VB1	PT1, PT2, ST1	EXP1, MFC	2, 7
102	ROOM ASSISTANT	CF1	VB1	PT1	ACT1	3
103	MANAGER	CF1	VB1	PT1	ACT1	3
104	CONF.	CF1	VB1	PT1, PT2	ACT1	3, 4
105	OFFICE	CF1	VB1	PT1	ACT1	3
106	DISPATCHER	CF1	VB1	PT1	ACT1	3
107	STORAGE	SC1	VB1	EP1	EXP2	
108	STORAGE	SC1	VB1	EP1	ACT1	2
109	STORAGE	LVT1	VB1	PT1	ACT1	3
110	MEANS	PT1		PT2, EP1	ACT2	4
111	MEANS	PT1		PT2, EP1	ACT2	4
112	VEHICLE STORAGE	SC2	VB1	EP1, EP2, EP3	EXP2	1, 3, 4
113	DATA	SC1	VB1	EP1, EP2	ACT2	4
114	ALCOVE	EPF1	EPF2	EP2	ACT2	
115	MEANS	EPF1	EPF2	EP2	ACT2	4
116	MEANS	EPF1	EPF2	EP2	ACT2	4
117	PLUMBING	SC1	VB1	EP2	EXP2	
118	ESC	SC1	VB1	EP2	EXP2	
119	OFFICE	EPF1	EPF2	EP2	ACT1	
120	WASH BAY	SC2	VB1	EP1, EP3	EXP2	1, 3
121	REST	VB1		PT1	ACT1	
122	DOOR	LVT1	VB1	PT1, PT2	ACT1	3, 4
123	DOOR	LVT1	VB1	PT1, PT2	ACT1	3, 4
124	DOOR	LVT1	VB1	PT1, PT2	ACT1	3, 4
125	STORAGE MEZZANINE	SC1		EP1, EP3	ACT1	3

**ROOM FINISH GENERAL NOTES:**

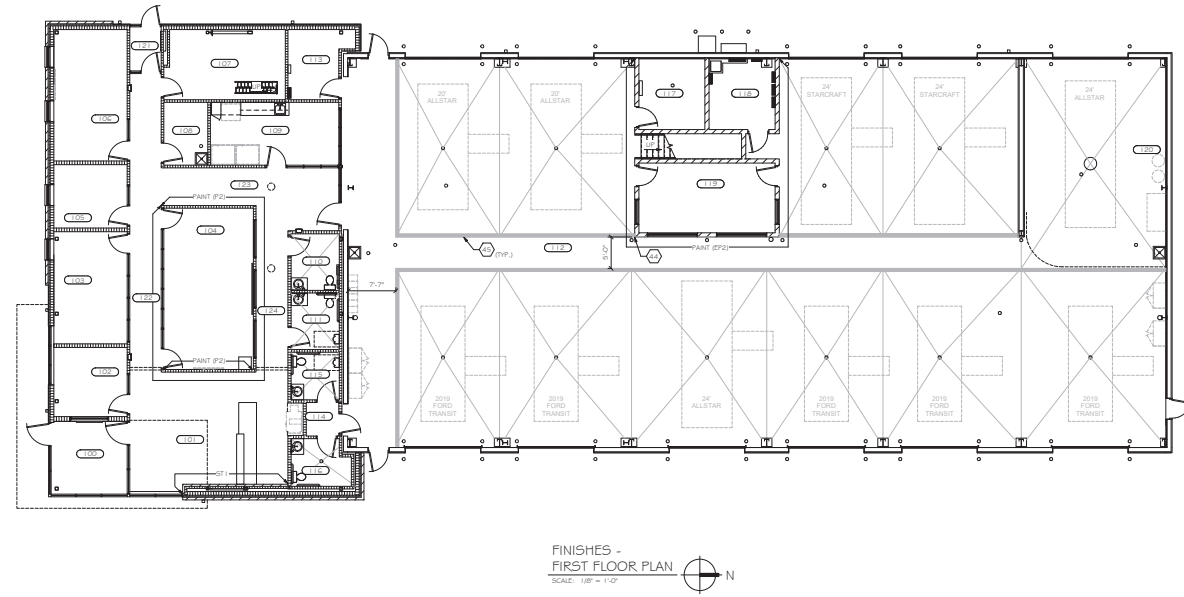
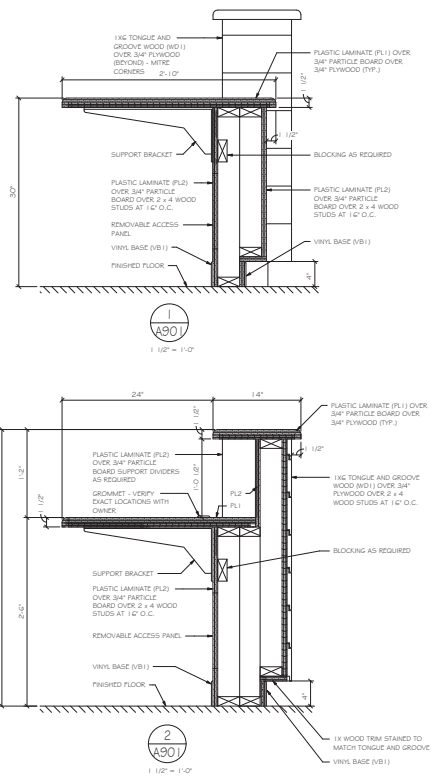
- PAINT (P1) ALL SOFFITS UNLESS NOTED OTHERWISE.
- PAINT (P3) ALL HOLLOW METAL DOORS AND FRAMES.
- PAINT ALL GRILLES, DIFFUSERS AND EXPOSED ELECTRICAL BOXES TO MATCH ADJACENT WALL COLOR. VERIFY PRIOR TO PAINTING WITH ARCHITECT/INTERIOR DESIGNER.
- SEE REFINISHED CEILING PLAN FOR CEILING HEIGHTS.
- PROVIDE ORANGE PEEL TONGUE FINISH AT ALL INTERIOR WALL SURFACES.
- WINDOW FILM (WF1) TO BE INSTALLED SO STRIPE PATTERN RUNS HORIZONTAL. VERIFY PRIOR TO INSTALL WITH ARCHITECT/ INTERIOR DESIGNER.

**ROOM FINISH NOTES:**

- PROVIDE DROW FLOOR (DF2) AND (DF3) IN THIS ROOM (ALTERNATE BS1)
- LUXURY VINYL (LVT1) TO BE INSTALLED TO MANUFACTURERS RECOMMENDATIONS RUNNING LENGTHWISE EAST TO WEST
- CARPET TILE (CPT1) TO BE INSTALLED IN A BRICK PATTERN RUNNING LENGTHWISE EAST TO WEST
- SEE ELEVATIONS ON SHEET A701 FOR WALL FINISHES.
- PAINT (EP3) EXPOSED PRE-ENGINEERED METAL BUILDING STRUCTURE, TRAWING AND EXPOSED UTILITIES.
- SEE ROOM FINISH PLAN ON THIS SHEET FOR WALL FINISHES AND PAINT DETAILS.
- DMT VB1 AT STORE WALL (ST1).

**PLAN NOTES:**

- ALIGN EDGE OF STRIPE WITH EDGE OF DMU WALL.
- WIDE VEHICLE ALIGMENT STRIPE PAINTED (PW) ON FLOOR.



FINISHES - FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"





CONCRETE PAD FOOTING SCHEDULE								
MARK	LENGTH	SIZE		REINFORCING - BOTTOM BARS		REINFORCING - TOP BARS		COMMENTS
		WIDTH	THICKNESS	LONG	TRANS	LONG	TRANS	
F4	4'-0"	4'-0"	1'-0"	4-#5	4-#5			
F5	8'-0"	4'-0"	2'-0"	6-#5	6-#5			
F6	8'-0"	4'-0"	2'-0"	8-#5	8-#5			
F7	8'-0"	4'-0"	2'-0"	8-#5	8-#5	6-#5	6-#5	

- NOTES:  
1. SEE TYPICAL FOOTING DETAILS FOR ADDITIONAL INFORMATION.  
2. LONGITUDINAL (LONG) BARS ARE PARALLEL TO FOOTING LENGTH DIMENSION AND TRANSVERSE (TRANS) BARS ARE PARALLEL TO FOOTING WIDTH DIMENSION.  
3. CENTER FOOTING ON COLUMN, PER OR WALL UNLESS NOTED OTHERWISE.  
4. SEE GEOTECHNICAL REPORT FOR BUREAU REQUIREMENTS.  
5. FOR RECTANGULAR FOOTINGS, LONGITUDINAL BARS ARE TO BE THE BOTTOM LAYER OF REINFORCING.

2 CONCRETE PAD FOOTING SCHEDULE  
NO SCALE

CONCRETE WALL FOOTING SCHEDULE					
MARK	WIDTH	THICKNESS	REINFORCING - BOTTOM BARS		COMMENTS
			LONG	TRANS	
WF1	1'-0"	1'-0"	1-#5	1-#5	13 STOOP
WF2	2'-0"	1'-0"	2-#5	2-#5	
WF3	3'-0"	1'-0"	3-#5	3-#5	

- NOTES:  
1. SEE TYPICAL FOOTING DETAILS FOR ADDITIONAL INFORMATION.  
2. LONGITUDINAL (LONG) REINFORCING IS CONTINUOUS. PROVIDE CLASS "A" LAP SPLICE TYP UNLESS NOTED OTHERWISE.  
3. PROVIDE CORNER BARS AT CORNERS AND INTERSECTIONS.

3 CONCRETE WALL FOOTING SCHEDULE  
NO SCALE

CONCRETE WALL REINFORCING SCHEDULE								
MARK	WALL TYPE	CENTERED IN WALL		INSIDE FACE		OUTSIDE FACE		COMMENTS
		HORIZ	VERT	HORIZ	VERT	HORIZ	VERT	
CMW1	8"	#5 AT 12" OC	#5 AT 48" OC					AT STOOP
CMW2	10"	#5 AT 12" OC	#5 AT 48" OC					
CMW3	12"	#5 AT 12" OC	#5 AT 48" OC					
CMW4	16"	#5 AT 12" OC	#5 AT 48" OC	#5 AT 12" OC	#5 AT 48" OC	#5 AT 12" OC	#5 AT 48" OC	
CMW5	20"	#5 AT 12" OC	#5 AT 48" OC	#5 AT 12" OC	#5 AT 48" OC	#5 AT 12" OC	#5 AT 48" OC	

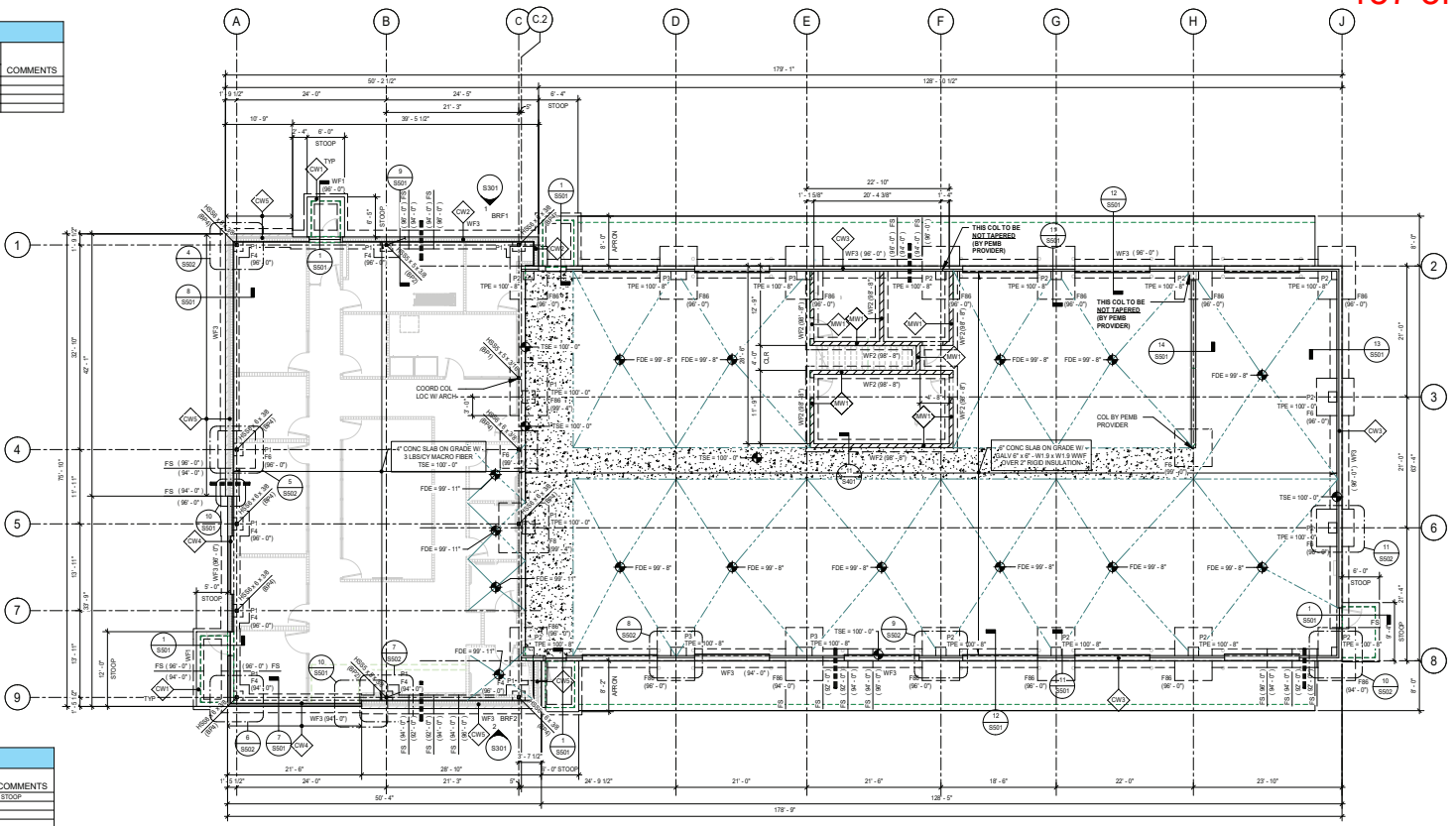
- NOTES:  
1. SEE TYPICAL WALL DETAILS FOR ADDITIONAL INFORMATION.  
2. PROVIDE DOWNTELS AT FOUNDATION TO MATCH SIZE AND SPACING OF VERTICAL REINFORCING.

4 CONCRETE WALL REINFORCING SCHEDULE  
NO SCALE

CMU WALL REINFORCING SCHEDULE				
MARK	WALL TYPE	CENTERED IN WALL		COMMENTS
		HORIZ	VERT	
MW1	8"	#5 AT 32" OC		

- NOTES:  
1. SEE TYPICAL WALL DETAILS FOR ADDITIONAL INFORMATION.  
2. PROVIDE DOWNTELS AT FOUNDATION TO MATCH SIZE AND SPACING OF VERTICAL REINFORCING.

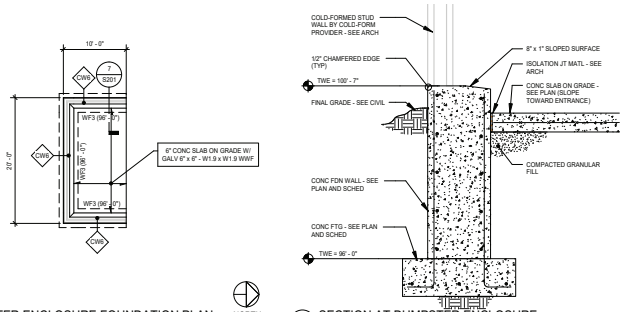
5 CMU WALL REINFORCING SCHEDULE  
NO SCALE



1 FOUNDATION PLAN  
1/8" = 1'-0"

- REFERENCE NOTES:  
1. SEE SHEET 5801 FOR SHEET NEEDS, TYPICAL ABBREVIATIONS AND LEGENDS.  
2. SEE SHEET 5802 FOR GENERAL STRUCTURAL NOTES.  
3. SEE SHEET 5803 FOR FOUNDATION SCHEDULES AND TYPICAL DETAILS.  
4. SEE SHEET 5804 FOR MASONRY SCHEDULES AND TYPICAL DETAILS.  
5. SEE SHEET 5805 FOR STEEL SCHEDULES AND TYPICAL DETAILS.  
6. SEE SHEET 5806 SERIES FOR FOUNDATION AND CONCRETE FRAMING DETAILS.  
7. SEE SHEET 5700 SERIES FOR FRAMING DETAILS.

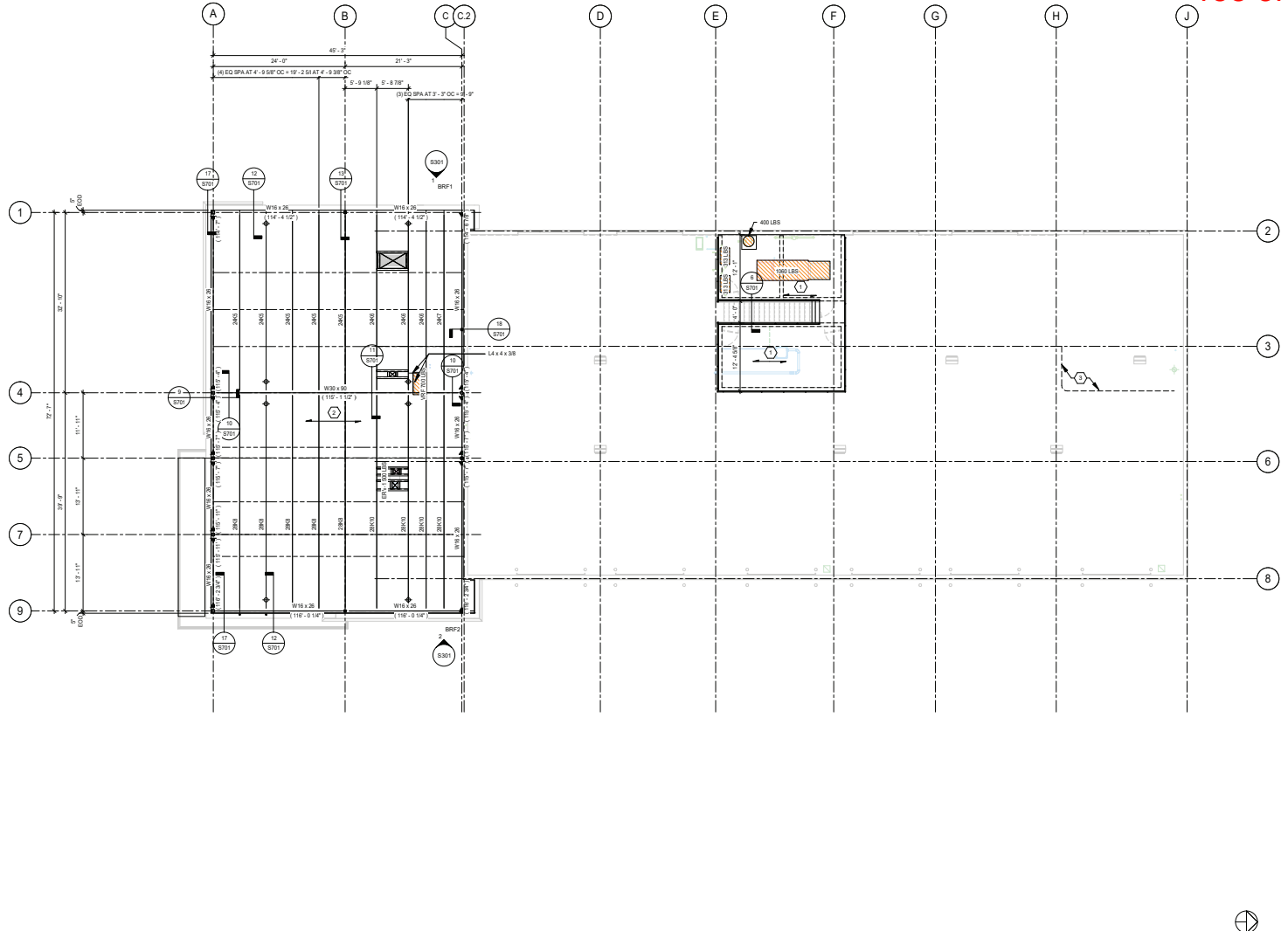
- PLAN NOTES (UNLESS NOTED OTHERWISE):  
1. PROJECT DATUM ELEVATION 100'-0". SEE CIVIL AND ARCHITECTURAL DRAWINGS.  
2. TOP OF FOOTING ELEVATION (TPE) IS AS NOTED ON PLAN AS (TPE - XX'-XX").  
3. ALL FOOTINGS ARE IDENTIFIED UNDER WALLS AND COLUMNS.  
4. SEE TYPICAL FOUNDATION DETAILS FOR UTILITY PENETRATIONS THROUGH FOUNDATIONS. SEE PLAN FOR APPROPRIATE LOCATIONS. VERIFY LOCATIONS AND DIRECTIONS WITH MECHANICAL DRAWINGS.  
5. TOP OF PER ELEVATION (TPE) - AS NOTED ON PLAN AS (TPE - XX'-XX").  
6. TOP OF SLAB ON GRADE ELEVATION (TSE) - AS NOTED ON PLAN AS (TSE + XX'-XX").  
7. SLAB ON GRADE THICKNESS - AS NOTED ON PLAN.  
8. PROVIDE THICKNESS SLAB ON GRADE UNDER NON-LOAD BEARING MASONRY WALLS AND START STRONGER BASES AS SHOWN IN THE TYPICAL DETAILS. SEE ARCHITECTURAL DRAWINGS FOR EXTENT AND LOCATIONS OF THESE ELEMENTS.  
9. FOR SLAB JOINT LAYOUTS, SEE PLANS AND GENERAL STRUCTURAL NOTES FOR CRITERIA FOR TYPICAL CONTROL AND CONTRACTION JOINTS. SEE TYPICAL SLAB JOINTING DETAILS.  
10. SEE ARCHITECTURAL DRAWINGS FOR ADDITIONAL INFORMATION, INCLUDING LOCATIONS AND DIMENSIONS OF RAMPS, SLAB SLOPES, SLAB STEPS, AND SLAB DEPRESSIONS.  
11. VERIFY SIZE, LOCATION AND INVERT ELEVATIONS FOR ALL UTILITIES, SITE STRUCTURES, BUMPS AND DRAWING WITH CIVIL, MECHANICAL, ELECTRICAL AND ARCHITECTURAL DRAWINGS.  
12. SEE CIVIL/LANDSCAPE DRAWINGS FOR PAVING AND SITE DETAILS AT THE BUILDING EXTERIOR.



6 DUMPSTER ENCLOSURE FOUNDATION PLAN  
1/8" = 1'-0"

7 SECTION AT DUMPSTER ENCLOSURE  
3/4" = 1'-0"





1 ROOF FRAMING PLAN  
1/8" = 1'-0"

- REFERENCE NOTES:**
- SEE SHEET 5801 FOR SHEET NECK, TYPICAL ABBREVIATIONS AND LEGENDS.
  - SEE SHEET 5802 FOR GENERAL STRUCTURAL NOTES.
  - SEE SHEET 5803 FOR BRACE FRAME ELEVATIONS.
  - SEE SHEET 5804 FOR FOUNDATION SCHEDULES AND TYPICAL DETAILS.
  - SEE SHEET 5805 FOR MASONRY SCHEDULES AND TYPICAL DETAILS.
  - SEE SHEET 5806 FOR STEEL SCHEDULES AND TYPICAL DETAILS.
  - SEE SHEET 5808 SERIES FOR FOUNDATION AND CONCRETE FRAMING DETAILS.
  - SEE SHEET 5700 SERIES FOR FRAMING DETAILS.

- PLAN NOTES (UNLESS NOTED OTHERWISE):**
- TOP OF SLAB ELEVATION (TSE) IS NOTED OVER AN AS (TSE - XX.XX). REFER TO ARCHITECTURAL DRAWINGS FOR FINISHED FLOOR ELEVATION.
  - TOP OF BEARING ELEVATION (TBE) IS NOTED ON PLAN AS (TBE - XX.XX).
  - JOIST BEARING ELEVATION (JBE) IS NOTED ON PLAN AS (JBE - XX.XX).
  - SEE THE GENERAL STRUCTURAL NOTES AND SPECIFICATION FOR STEEL BEAM CONNECTION REQUIREMENTS. SEE THE TYPICAL CONNECTION SCHEDULES AND DETAILS FOR ADDITIONAL INFORMATION.
  - SEE PLAN AND SCHEDULES FOR COLUMN, WALL AND PIER INFORMATION.
  - VERIFY SIZE, LOCATION AND NUMBER OF ALL OPENINGS THROUGH FLOOR, OR, ROOF WITH ARCHITECTURAL, MECHANICAL AND ELECTRICAL DRAWINGS. SEE TYPICAL DETAILS FOR REQUIRED FRAMING AT OPENINGS.
  - EMBEDDED REBAR SHALL NOT INTERFERE WITH SPECIFIED REINFORCING.
  - SEE 10 5403 AND 10 5405 FOR MECHANICAL LIFT SUPPORT AND JOIST STRENGTHENING DETAILS. VERIFY LOCATION, QUANTITY, SIZE AND OPERATING WEIGHT WITH ARCHITECTURAL AND MECHANICAL DRAWINGS.

- KEYNOTES:**
- INDICATES DIRECTION OF SPAN FOR 8" HOLLOWCORE PRECAST PLANK W/ 2" NON-STRUCTURAL CONCRETE TOPPING.
  - INDICATES DIRECTION OF SPAN FOR 1 1/2" 20 G.A. TYPE B METAL ROOF DECK. FOR DECK ATTACHMENT INFORMATION - SEE 71 5403
  - INDICATES PRE-ENGINEERED METAL BUILDING TO PROVIDE STEEL FRAMING FOR WASH BAY CURTAIN.



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design matters

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STRUCTURAL DESIGN + ENGINEERING

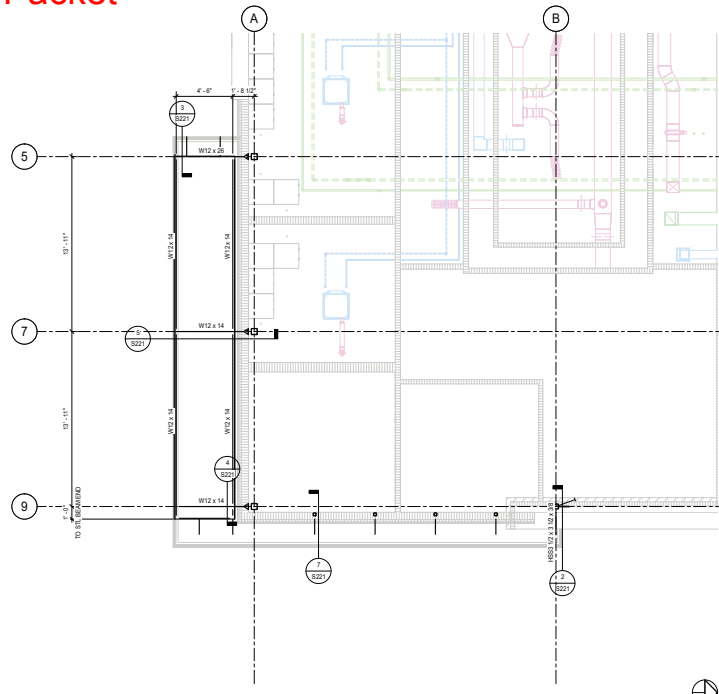
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DATE: 8/25/22

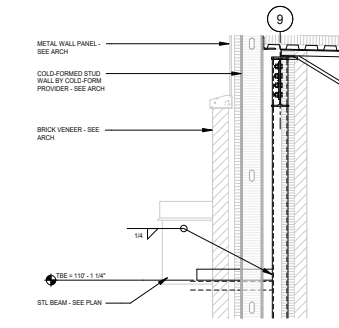
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Client: 8/25/22  
Project No. 7610 (04-022)  
Sheet: **S202**

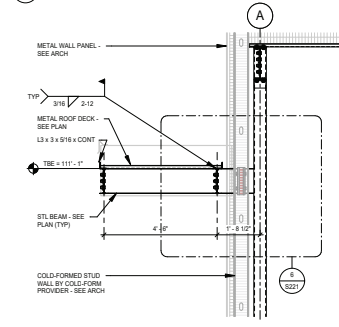
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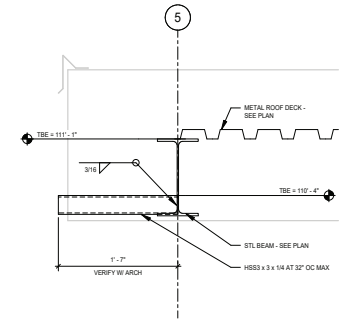
1 CANOPY FRAMING PLAN  
1/4" = 1'-0"



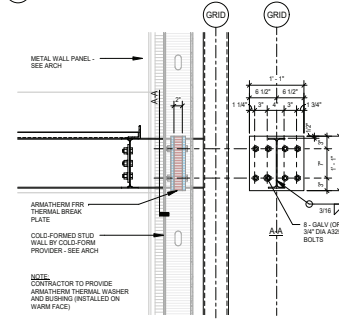
2 SECTION AT CANOPY  
SEE = 1'-0"



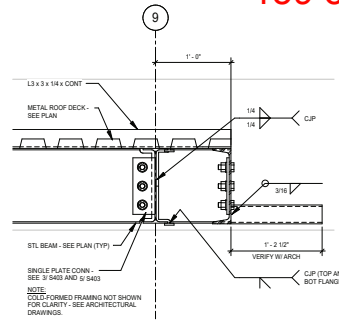
5 SECTION AT CANOPY  
1/2" = 1'-0"



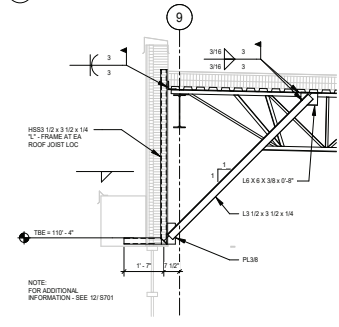
3 SECTION AT GUTTER FRAMING  
1/2" = 1'-0"



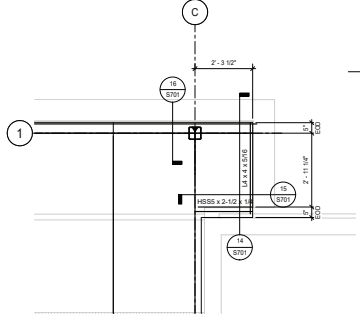
6 SECTION AT THERMAL BREAK  
1" = 1'-0"



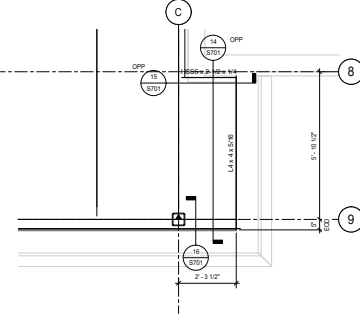
4 SECTION AT GUTTER FRAMING  
1/2" = 1'-0"



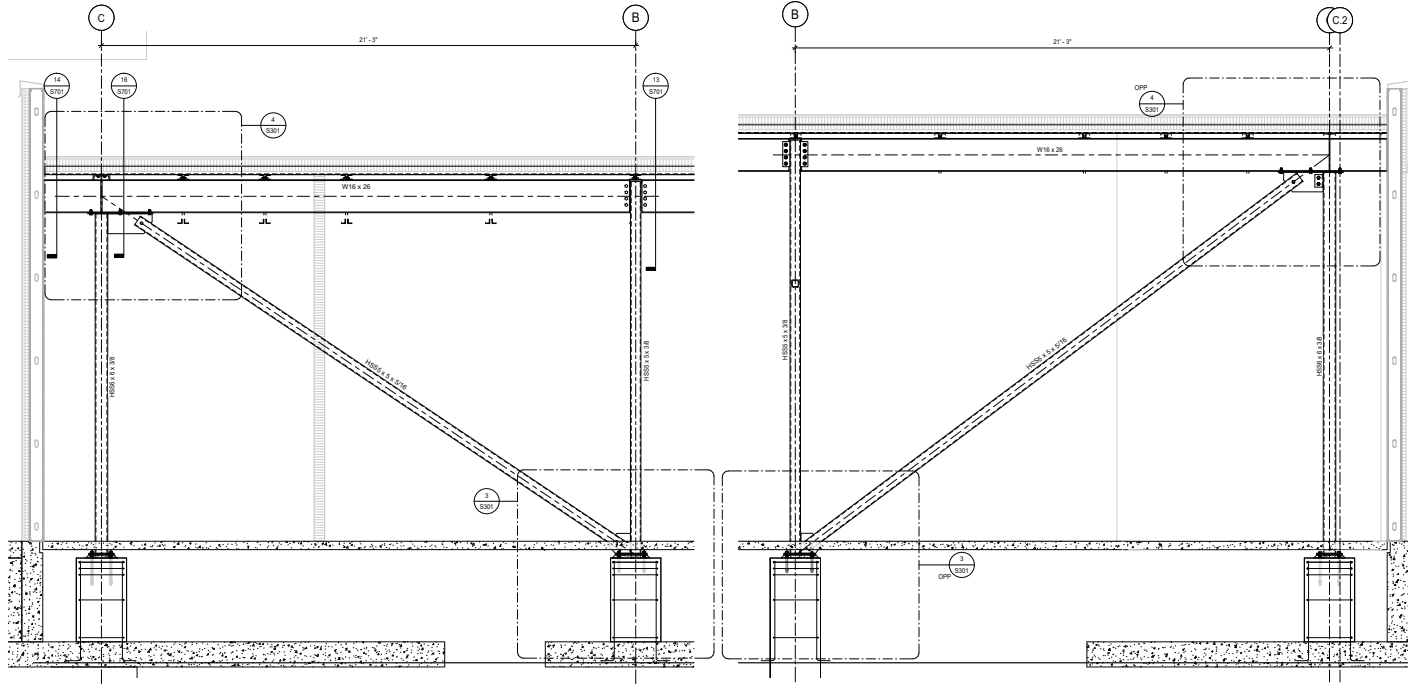
7 SECTION AT COLD-FORMED STUD WALL SUPPORT  
1/2" = 1'-0"



8 CANTILEVERED ROOF FRAMING PLAN (WEST)  
1/2" = 1'-0"

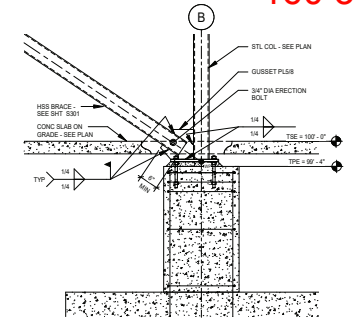


9 CANTILEVERED ROOF FRAMING PLAN (EAST)  
1/2" = 1'-0"

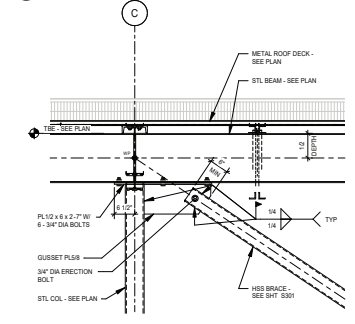


1 BRACED FRAME ELEVATION BRF1  
1/2" = 1'-0"

2 BRACED FRAME ELEVATION BRF2  
1/2" = 1'-0"



3 BOTTOM BRACE CONNECTION  
3/8" = 1'-0"



4 TOP BRACE CONNECTION  
3/8" = 1'-0"

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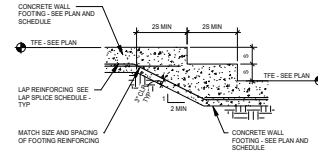
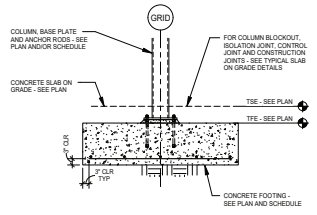
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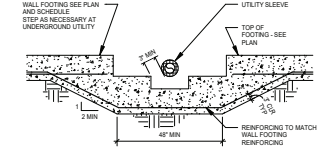
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CONCRETE REINFORCING BAR LAP SPICE SCHEDULE								
BAR SIZE	F <sub>c</sub> = 3,000 PSI		F <sub>c</sub> = 4,000 PSI		F <sub>c</sub> = 5,000 PSI		F <sub>c</sub> ≥ 6,000 PSI	
	CLASS A	CLASS B	CLASS A	CLASS B	CLASS A	CLASS B	CLASS A	CLASS B
#3	18"	22"	18"	20"	18"	17"	12"	16"
#4	22"	28"	22"	25"	18"	22"	18"	20"
#5	28"	36"	24"	32"	22"	28"	22"	26"
#6	34"	44"	28"	38"	26"	34"	24"	32"
#7	48"	64"	42"	54"	32"	42"	30"	44"
#8	58"	78"	48"	62"	40"	52"	40"	52"
#9	68"	92"	54"	70"	46"	60"	44"	58"
#10	78"	102"	62"	80"	54"	70"	50"	64"
#11	88"	112"	68"	88"	60"	78"	58"	72"

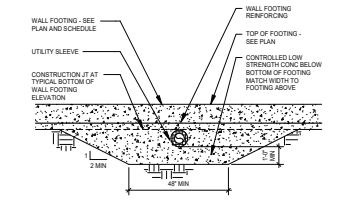
**NOTES:**  
 1. REINFORCING BAR LAP SPICE SCHEDULE APPLIES TO UNLOADED, GRADE @ REINFORCING BARS IN NORMAL WEIGHT CONCRETE.  
 2. PROVIDE CLASS A LAP UNLESS NOTED OTHERWISE.  
 3. FOR EPOXY COATED BAR, MULTIPLY THE ABOVE LENGTHS BY 1.5.  
 4. FOR LIGHT WEIGHT CONCRETE, MULTIPLY THE ABOVE LENGTHS BY 1.3.  
 5. FOR TOP BARS IN BEAMS AND HORIZONTAL WALL REINFORCING, MULTIPLY THE ABOVE LENGTHS BY 1.3.  
 6. MAXIMUM SPACING OF BARS BEING LAPPED IS ONE FIFTH THE LAP SPICE LENGTH, NOT TO EXCEED 6'.



**NOTES:**  
 1. SEE PLAN FOR FOOTING STEP LOCATIONS.  
 2. SHALL NOT EXCEED 18" FOR CMU WALLS OR 24" FOR CAST-IN-PLACE OR PRECAST CONCRETE WALLS.



**NOTES:**  
 1. SEE TYPICAL WALL FOOTING STEP DETAIL FOR ADDITIONAL INFORMATION.  
 2. UTILITY SLEEVE DIAMETER TO BE 2" GREATER THAN UTILITY PIPE OUTSIDE DIAMETER. INSULATE WITH 1" COMPRESSIBLE MATERIAL BETWEEN SLEEVE AND UTILITY.  
 3. AT FOOTINGS BELOW CMU WALLS, COORDINATE WALL FOOTING STEP LOCATIONS WITH CMU COURSEWORK.



**NOTES:**  
 1. THIS DETAIL IS A CONTRACTOR ALTERNATE TO STEPPED WALL FOOTINGS AT UTILITIES. THIS DETAIL MAY BE USED AT UTILITIES COMPLETELY BELOW THE BOTTOM OF WALL FOOTINGS ONLY.  
 2. UTILITY SLEEVE DIAMETER TO BE 2" GREATER THAN UTILITY PIPE OUTSIDE DIAMETER. PROVIDE 1" COMPRESSIBLE MATERIAL BETWEEN SLEEVE AND UTILITY.

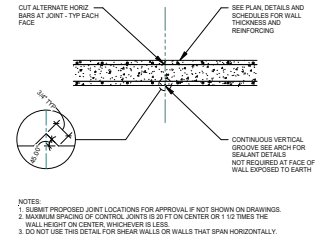
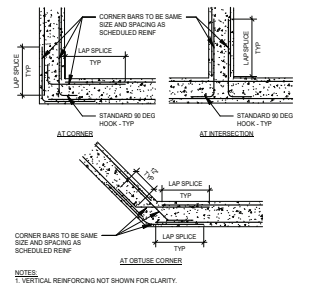
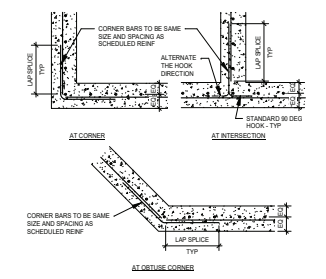
1 REINFORCING BAR LAP SPICE SCHEDULE  
SBB | NO SCALE

2 TYPICAL INTERIOR HSS/PIPE COLUMN FOOTING DETAIL  
SBB | NO SCALE

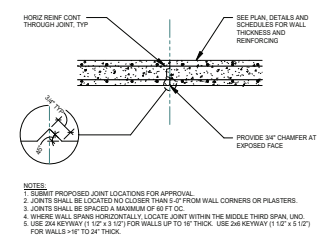
3 TYPICAL WALL FOOTING STEP  
SBB | NO SCALE

4 TYPICAL STEPPED WALL FOOTING AT UTILITIES  
SBB | NO SCALE

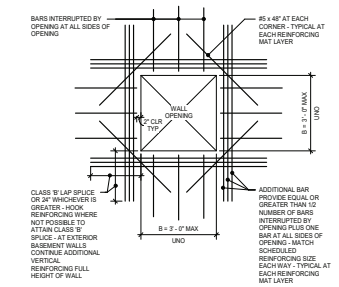
5 ALTERNATE THICKENED WALL FOOTING AT UTILITIES  
SBB | NO SCALE



**NOTES:**  
 1. SUBMIT PROPOSED JOINT LOCATIONS FOR APPROVAL IF NOT SHOWN ON DRAWINGS.  
 2. MAXIMUM SPACING OF CONTROL JOINTS IS 20 FT ON CENTER OR 1 1/2 TIMES THE WALL HEIGHT ON CENTER, WHICHEVER IS LESS.  
 3. DO NOT USE THIS DETAIL FOR SHEAR WALLS OR WALLS THAT SPAN HORIZONTALLY.



**NOTES:**  
 1. SUBMIT PROPOSED JOINT LOCATIONS FOR APPROVAL.  
 2. JOINTS SHALL BE LOCATED NO CLOSER THAN 6'-0" FROM WALL CORNERS OR PLASTERES.  
 3. JOINTS SHALL BE SPACED MAXIMUM OF 80 FT OC.  
 4. WHERE WALL SPANS HORIZONTALLY, LOCATE JOINT WITHIN THE MIDDLE THIRD SPAN, UNL.  
 5. USE 2#4 KEYWAY (1 1/2" x 3 1/2") FOR WALLS UP TO 18" THICK. USE 2#4 KEYWAY (1 1/2" x 5 1/2") FOR WALLS 18" TO 24" THICK.



CLASS II LAP SPICE OR 2" W/CHAMFER IS GREATER HOOK REINFORCING WHERE NOT POSSIBLE TO ATTAIN CLASS II SPICE. AT EXTERIOR BASEMENT WALLS CONTINUE ADDITIONAL VERTICAL REINFORCING FULL HEIGHT OF WALL.

ADDITIONAL BAR PROVIDE EQUAL OR GREATER THAN 15 NUMBER OF BARS INTERRUPTED BY OPENING PLUS ONE BAR AT ALL SIDES OF OPENING. MATCH SCHEDULED REINFORCING SIZE EACH WAY - TYPICAL AT EACH REINFORCING MAT LAYER.

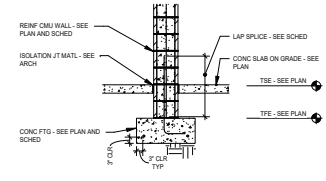
6 TYPICAL CORNER BAR PLACING DETAIL  
SBB | NO SCALE

7 TYPICAL CORNER BAR PLACING DETAIL  
SBB | NO SCALE

8 TYPICAL VERTICAL CONTROL JOINT FOR CONCRETE WALLS  
SBB | NO SCALE

9 TYPICAL VERTICAL CONSTRUCTION JOINTS FOR CONCRETE WALLS  
SBB | NO SCALE

10 TYPICAL ADDITIONAL BAR PLACING DETAIL FOR WALL OPENING  
SBB | NO SCALE

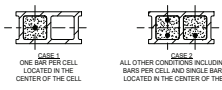


11 TYPICAL CMU WALL AND FOOTING DETAIL  
SBB | NO SCALE

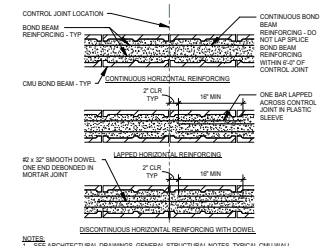
**CMU REINFORCING BAR LAP SPICE SCHEDULE: fm = 2000 PSI**

BAR SIZE	6" CMU		8" CMU		10" CMU		12" CMU	
	CASE 1	CASE 2	CASE 1	CASE 2	CASE 1	CASE 2	CASE 1	CASE 2
#3	14"	14"	14"	14"	14"	14"	14"	14"
#4	17"	17"	17"	17"	17"	17"	17"	17"
#5	20"	20"	20"	20"	20"	20"	20"	20"
#6	24"	24"	24"	24"	24"	24"	24"	24"
#7	28"	28"	28"	28"	28"	28"	28"	28"
#8	32"	32"	32"	32"	32"	32"	32"	32"

- NOTES:**
- REINFORCING BAR LAP SPICE SCHEDULE APPLIES TO UNCOATED, GRADE 60 REINFORCING BARS IN BOTH 90 DEGREE AND STRAIGHT CONNECTIONS.
  - CASE 1: ONE BAR PER CELL LOCATED IN THE CENTER OF THE CELL.
  - CASE 2: ALL OTHER CONDITIONS, INCLUDING TWO BARS PER CELL AND SINGLE BARS NOT LOCATED IN THE CENTER OF THE CELL.
  - FOR SMOOTH COATED BAR, MULTIPLY THE ABOVE LENGTHS BY 1.5.
  - MAXIMUM SPACING OF BARS SHALL BE MAXIMUM LAP SPICE LENGTH, NOT TO EXCEED 16".
  - REINFORCING BARS SHALL BE LAPPED IN THE SAME CMU CELL.
  - ALL BARS MUST BE PLACED IN FULLY GROUDED CELLS OR BOND BEAMS.

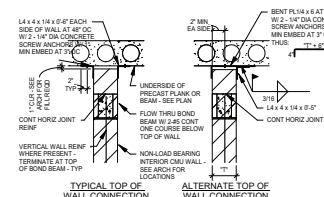


1. CMU REINFORCING BAR LAP SPICE SCHEDULE  
NO SCALE



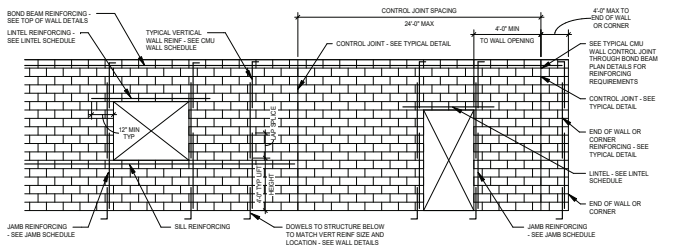
- NOTES:**
- SEE ARCHITECTURAL DRAWINGS, GENERAL STRUCTURAL NOTES, TYPICAL CMU WALL REINFORCING SCHEMATIC AND TYPICAL CMU WALL CONTROL JOINT DETAILS FOR CONTROL JOINT REQUIREMENTS AND LOCATIONS.
  - PROVIDE CONTINUOUS HORIZONTAL BOND BEAM REINFORCING THROUGH CONTROL JOINTS AT FLOOR AND ROOF LEVELS AND AS OTHERWISE INDICATED FOR CMU WALLS SHOWN ON THE STRUCTURAL DRAWINGS.
  - PROVIDE LAPPED OR DISCONTINUOUS HORIZONTAL BOND BEAM REINFORCING AT CONTROL JOINTS UNLESS NOTED OTHERWISE FOR CMU WALLS NOT SHOWN ON THE STRUCTURAL DRAWINGS.

2. TYPICAL CMU WALL CONTROL JOINT THROUGH BOND BEAM PLAN DETAILS  
NO SCALE



- NOTES:**
- LOCATE CONNECTION WITHIN 8" OF ENDS OF WALL AND EACH SIDE OF CONSTRUCTION JOINTS.
  - DO NOT DAMAGE PRECAST REINFORCING.
  - AT CONTRACTOR'S OPTION PROVIDE BOND BEAM AT TOP OF WALL IN LIEU OF ONE COURSE BELOW. FULLY GROUT BOND BEAM CLEAN OUT TOP OF WALL AS NEEDED TO MAINTAIN 1" CLEAR TO UNDERSIDE OF STRUCTURE.
  - AT CONTRACTOR'S OPTION, IN LIEU OF CONNECTIONS SHOWN, PROVIDE BOND BEAM AT TOP OF WALL AND L4 x 4 x 1/4 @ 4" ON ONE SIDE OF WALL W/ 1/2" DIA THREADED ROD W/ 4" MIN EMBED TO CMU 7" LONG VERT LONG BLOTTED HOLE IN ANGLE. FASTEN ANGLE TO UNDERSIDE OF CONCRETE STRUCTURE W/ 1/4" DIA CONCRETE SCREW ANCHORS W/ 7" MIN EMBED TO CONCRETE AT 7" OC. PROVIDE 1" CLEAR AT TOP OF WALL TO UNDERSIDE OF STRUCTURE.

3. TYPICAL TOP OF INTERIOR NON-LOAD BEARING CMU WALL AT PRECAST DETAILS  
NO SCALE



- NOTES:**
- JAMB AND END OF WALL REINFORCING SHALL BE FULL HEIGHT OF WALL AND SHALL BE IN ADDITION TO TYPICAL VERTICAL WALL REINFORCING.
  - PROVIDE CONTROL JOINTS TO MEET SPACING REQUIREMENTS SHOWN AND AT LOCATIONS WHERE CHANGES IN WALL HEIGHT OCCUR, WHERE CHANGES IN WALL THICKNESS OCCUR, AND WHERE MOVEMENT JOINTS IN THE FLOOR ABOVE AND/OR BELOW OCCUR.
  - SEE ARCHITECTURAL DRAWINGS FOR CONTROL JOINT LOCATIONS AT NON-LOAD BEARING WALLS NOT SHOWN ON STRUCTURAL DRAWINGS.
  - SEE ARCHITECTURAL DRAWINGS FOR WALL OPENINGS NOT SHOWN ON STRUCTURAL DRAWINGS.
  - PROVIDE CLEARDOUT AT BOTTOM COURSE FOR GROUT POLLS GREATER THAN 9" HIGH.
  - SILL REINFORCING SHALL BE LADDER JOINT REINFORCING IN THE FIRST OR SECOND MORTAR JOINT BELOW THE SILL OR A REINFORCED BOND BEAM. SILL REINFORCING SHALL EXTEND BETWEEN CONTROL JOINTS.
  - SEE NON-LOAD BEARING INTERIOR CMU WALL REINFORCING SCHEDULE FOR LINTEL AND JAMB REINFORCING REQUIRED FOR NON-LOAD BEARING INTERIOR WALLS.

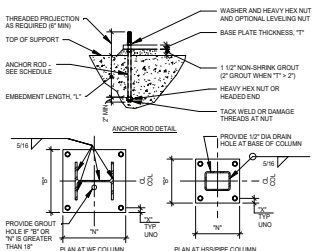
4. TYPICAL CMU WALL REINFORCING SCHEMATIC  
NO SCALE

**NON-LOAD BEARING INTERIOR CMU WALL REINFORCING SCHEDULE**

NOMINAL CMU WALL THICKNESS	WALL HEIGHT	VERTICAL FIELD	REINFORCING								COMMENTS	
			≤ 4'-0"		≤ 8'-0"		≤ 12'-0"		≤ 16'-0"			
			LINTEL	JAMB	LINTEL	JAMB	LINTEL	JAMB	LINTEL	JAMB		
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#4	8" HIGH 1-#4	8" HIGH 1-#4	8" HIGH 1-#4	16" HIGH 2-#4	16" HIGH 2-#4	24" HIGH 3-#4	24" HIGH 3-#4	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
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6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
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6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5	16" HIGH 2-#5	16" HIGH 2-#5	24" HIGH 3-#5	24" HIGH 3-#5	1-#5	NOT PERMITTED
6"	≤ 12'-0"	UNREINFORCED	8" HIGH 1-#5	8" HIGH 1-#5	8" HIGH 1-#5							



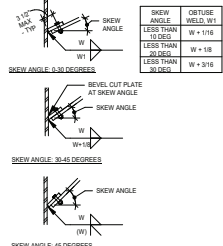
BASE PLATE SCHEDULE					
MARK	"N"	"T"	"E"	"I"	"O"
BP1	11	11	38	11/2	4
BP2	11	11	34	1 1/2	4
BP3	12	12	34	1 1/2	4



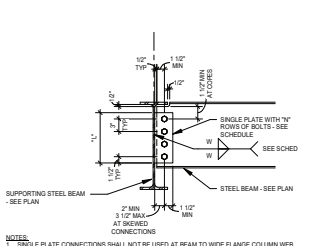
- NOTES:
- ANCHOR RODS SHALL BE ASTM F1554, GRADE 55.
  - BASE PLATES SHALL BE ASTM A36.
  - 1/4" COLUMN BASE AND/OR BASE PLATE IS NECESSARY FOR FULL CONTACT.
  - BASE PLATE THICKNESS INDICATED IS MINIMUM THICKNESS AFTER MILLING.
  - ANCHOR RODS SHALL NOT BE SET INTO CONCRETE AFTER CONCRETE IS CAST.
  - ANCHOR ROD HOLE DIA SHALL BE 5/16" LARGER THAN THE BOLT DIA FOR 1" DIA RODS AND SMALLER AND SHALL BE 1/8" LARGER FOR ANCHOR RODS LARGER THAN 1" DIA.

SINGLE PLATE CONNECTION SCHEDULE					
BEAM SIZE	SINGLE PLATE		WELD (IN)	COMMENTS	
	ROWS OF BOLTS	LENGTH (IN)			
WB #10	2	6	3/8	1/4	
W12 W14	3	9	3/8	1/4	
W16	4	12	3/8	1/4	
W18	5	15	3/8	1/4	
W21	6	18	3/8	1/4	
W24	7	21	3/8	1/4	

- NOTES:
- SEE TYPICAL SINGLE PLATE CONNECTION DETAILS FOR ADDITIONAL INFORMATION.
  - WELD SIZE SHOWN IS THE FILLET WELD DIMENSION FOR PERPENDICULAR JOINTS AT SKEWED CONNECTION CONDITIONS. SEE THE WELD CONNECTION DETAIL FOR WELD REQUIREMENTS.



- NOTES:
- SEE TYPICAL SINGLE PLATE CONNECTION DETAILS FOR PLATE DIMENSIONS AND NOTES.
  - 1/4" INDICATES MINIMUM WELD SIZE SHOWN ON TYPICAL SINGLE PLATE CONNECTION SCHEDULE.
  - PROVIDE STANDARD HEX HEAD BOLTS WHERE FIT-UP DOES NOT ALLOW USE OF TENSION CONTROL BOLT.



- NOTES:
- SINGLE PLATE CONNECTIONS SHALL NOT BE USED AT BEAM TO WIDE FLANGE COLUMN WEB CONNECTIONS AT THE END OF SUPPORTING BEAMS (GIRDERS) OR AT THE END OF PERIMETER BEAMS UNLESS NOTED OTHERWISE.
  - BOLTS SHALL BE 5/8" DIA ASTM A325 (F185) UNLESS NOTED OTHERWISE.
  - ALL PLATES ARE ASTM A36 STEEL UNLESS NOTED OTHERWISE.
  - PROVIDE STANDARD OR SHORT-SLOT LOAD TRANSFER HOLES IN PLATE. SEE TYPICAL SINGLE PLATE CONNECTION SCHEDULE FOR ADDITIONAL INFORMATION, CONTROL BOLT.

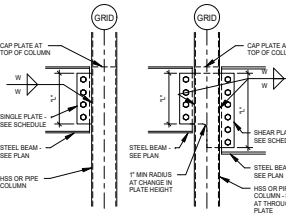
1. BASE PLATE SCHEDULE  
NO SCALE

2. TYPICAL COLUMN BASE PLATE DETAILS  
NO SCALE

3. TYPICAL SINGLE PLATE CONNECTION SCHEDULE  
NO SCALE

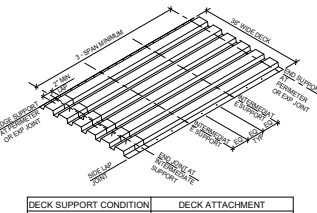
4. TYPICAL SKEWED SINGLE PLATE DETAILS  
NO SCALE

5. TYPICAL SINGLE PLATE CONNECTION DETAIL  
NO SCALE



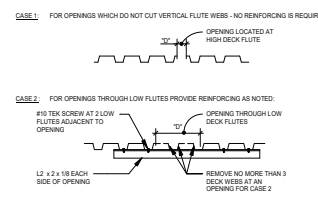
- NOTES:
- PROVIDE THROUGH PLATE CONNECTIONS AT HSS OR PIPE COLUMNS WITH WALL THICKNESSES LESS THAN 1/4" AND WHERE INDICATED ON PLAN AND/OR SCHEDULE.
  - PROVIDE CAP PLATE WITH BEAM WELD AT TOP OF COLUMN WHERE NO COLUMN IS PRESENT ABOVE THE CONNECTION. WHERE CAP PLATES ARE INDICATED IN A COLUMN SCHEDULE PROVIDE THE SCHEDULE THROUGH PLATE WITH THE LARGER OF THE TWO SCHEDULED WALL THICKNESSES.
  - AT THROUGH PLATES WHERE THE SCHEDULED SINGLE PLATE THICKNESS DIFFERS FOR BEAMS ON EACH SIDE OF THE COLUMN, PROVIDE A THROUGH PLATE WITH THE LARGER OF THE TWO SCHEDULED WALL THICKNESSES.
  - SEE TYPICAL SINGLE PLATE CONNECTION SCHEDULE AND DETAILS FOR ADDITIONAL INFORMATION.

6. TYPICAL SINGLE PLATE CONNECTIONS AT HSS AND PIPE COLUMN DETAILS  
NO SCALE



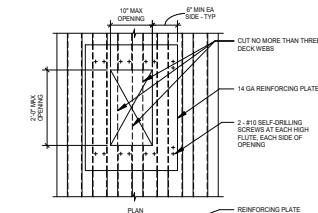
- NOTES:
- ALL PUDDLE (ARC-SPOT) WELDS SHALL BE 5/8" DIAMETER.
  - PROVIDE DECK ATTACHMENTS AT SPACING SHOWN UNLESS NOTED OTHERWISE ON DRAWINGS.
  - AT END JOINT CONDITIONS, PUDDLE WELDS SHALL PROVIDE FUSION THROUGH BOTH DECK SURFACES.

7. TYPICAL 1 1/2" ROOF DECK ATTACHMENT DETAIL  
NO SCALE



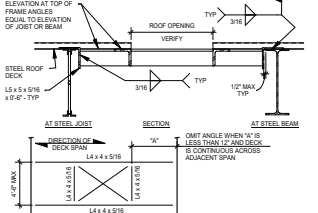
- NOTES:
- CLUSTER OF OPENINGS IS CONSIDERED TO BE ONE OPENING. PROVIDE DECK SUPPORT ANGLES OR FRAME IF OPENINGS ARE LOCATED WITH LESS THAN 2 TIMES "T" CLEAR BETWEEN OPENING EDGES. "T" IS LARGEST OF ADJACENT OPENING DIMENSIONS.

8. TYPICAL ROOF DECK OPENING DETAIL  
NO SCALE



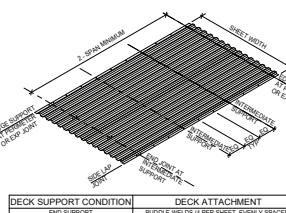
- NOTES:
- FOR OPENINGS THROUGH TWO OR MORE DECK FLUTES, PROVIDE TYPICAL ROOF OPENING FRAME DETAIL BEARING ON PRIMARY FRAMING.
  - AT GAVANIZED DECK, PROVIDE GALVANIZED REINFORCING PLATE.

9. TYPICAL 1 1/2" ROOF DECK OPENING DETAIL (OPENING ≤ 2'-0" x 10'-0")  
NO SCALE



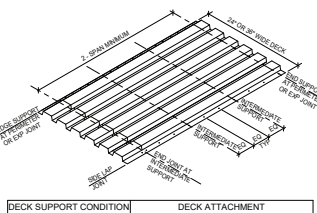
- NOTES:
- VERIFY OPENING SIZES AND LOCATIONS WITH MECHANICAL CONTRACTOR PRIOR TO FABRICATION.
  - WELD DECK AT OPENING AT EACH FLUTE WITH PUDDLE WELDS PER TYP DECK ATTACHMENT DETAIL.
  - DO NOT CUT OPENING IN DECK UNTIL NECESSARY CONTRACTOR TO COORDINATE.
  - THIS ROOF OPENING FRAME IS NOT DESIGNED TO SUPPORT THE WEIGHT OF ROOF TOP MECHANICAL EQUIPMENT. WELDING OVER OR BELOW EQUIPMENT SHALL BE SUPPORTED ON A STRUCTURAL CURB DESIGNED BY THE SUPPLIER TO SPAN TO THE PRIMARY STRUCTURAL FRAMING.

10. TYPICAL 1 1/2" ROOF DECK OPENING DETAIL (≤ 4'-6")  
NO SCALE



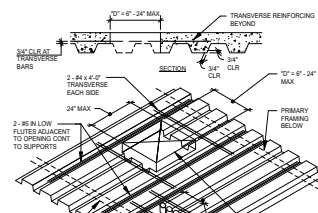
- NOTES:
- ALL PUDDLE (ARC-SPOT) WELDS SHALL BE 5/8" DIAMETER.
  - PROVIDE DECK ATTACHMENTS AT SPACING SHOWN UNLESS NOTED OTHERWISE ON DRAWINGS.
  - DECK SHEETS SHALL BE BUTTED OR LAPPED (2" MIN) AT END SUPPORTS. PROVIDE 1/2" MIN BEARING.
  - PROVIDE WELDING WASHERS AT PUDDLE WELDS FOR DECKS THINNER THAN 22 GAUGE.

11. TYPICAL NON-COMPOSITE FLOOR DECK ATTACHMENT DETAIL FOR LESS THAN 1 1/2" DECK  
NO SCALE



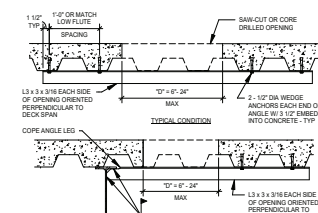
- NOTES:
- ALL PUDDLE (ARC-SPOT) WELDS SHALL BE 5/8" DIAMETER.
  - PROVIDE DECK ATTACHMENTS AT SPACING SHOWN UNLESS NOTED OTHERWISE ON DRAWINGS.
  - DECK SHEETS SHALL BE BUTTED AT END JOINTS. PROVIDE 1/2" MINIMUM BEARING.
  - HEADED STUD INSTALLED THROUGH THE DECK MAY BE SUBSTITUTED FOR PUDDLE WELD.

12. TYPICAL NON-COMPOSITE FLOOR DECK ATTACHMENT DETAIL FOR ≥ 1 1/2" DECK  
NO SCALE



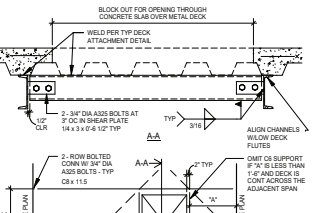
- NOTES:
- DO NOT CUT DECK AT OPENINGS UNTIL CONCRETE HAS ATTAINED ITS SPECIFIED COMPRESSIVE STRENGTH.
  - PROVIDE 2 TIMES "T" CLEAR DISTANCE BETWEEN OPENING EDGES. "T" IS LARGEST OF ADJACENT OPENING DIMENSIONS.

13. TYPICAL FLOOR DECK OPENING DETAIL - FORMED OPENING 6" TO 24" MAX  
NO SCALE



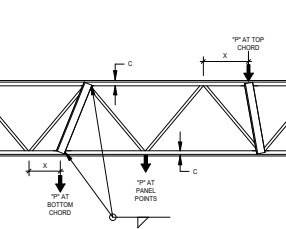
- NOTES:
- DO NOT OVER CUT CORNERS OF SQUARE OR RECTANGULAR OPENINGS.
  - CLUSTER OF OPENINGS CONSIDERED TO BE ONE OPENING. PROVIDE SUPPORT ANGLES IF OPENINGS ARE LOCATED WITH LESS THAN 2 TIMES "T" CLEAR BETWEEN OPENING EDGES. "T" IS LARGEST OF ADJACENT OPENING DIMENSIONS.
  - THIS DETAIL IS VALID ONLY FOR CONCRETE OVER 2" COMPOSITE FLOOR DECK SPANNING NOT MORE THAN 8'-0" AND FOR CONCRETE OVER 4" FLOOR DECK (COMPOSITE AND NON-COMPOSITE) SPANNING NOT MORE THAN 10'-0". CONTACT STRUCTURAL ENGINEER FOR DECK REINFORCING OR OTHER CONDITIONS.

14. TYPICAL FLOOR DECK OPENING DETAIL - POST-INSTALLED OPENING 6" TO 24" MAX  
NO SCALE



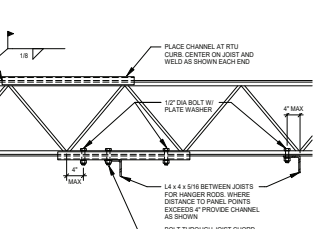
- NOTES:
- DO NOT CUT DECK AT OPENINGS UNTIL CONG HAS ATTAINED ITS SPECIFIED COMPRESSIVE STRENGTH.
  - VERIFY OPENING DIMENSIONS WITH ARCHITECTURAL DRAWINGS AND MECHANICAL TRADES.

15. TYPICAL FLOOR DECK OPENING DETAIL OVER 24"  
NO SCALE



- NOTES:
- IF LOAD "P" IN POUNDS IS GREATER THAN 10 x JOIST DEPTH IN INCHES - VERIFY WITH ENGINEER.
  - P JOINT HAS ROUND ROOF FOR BOTTOM CHORD, EXTEND ANGLE PAST AND HANG LOAD FROM ANGLE NOT CHORD.
  - REINFORCING ANGLE IS REQUIRED FOR X > C + 2.
  - FOR JOIST DEPTH UP TO 24" USE L3 x 3 x 1/4 @ 12" ON CENTER. FOR JOIST DEPTH UP TO 5'-0" USE L3 x 3 x 1/4 OTHERWISE USE L4 x 4 x 5/16.

16. TYPICAL DETAIL AT JOIST POINT LOADS  
NO SCALE

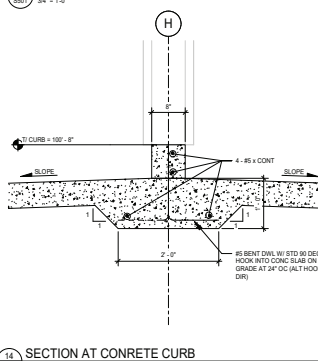
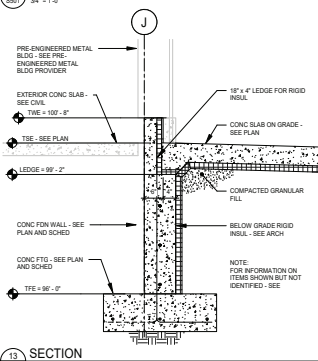
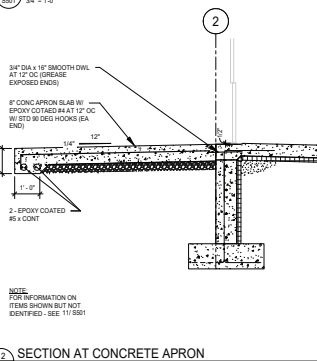
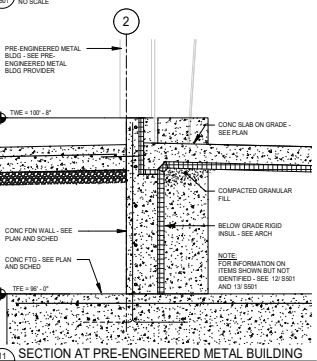
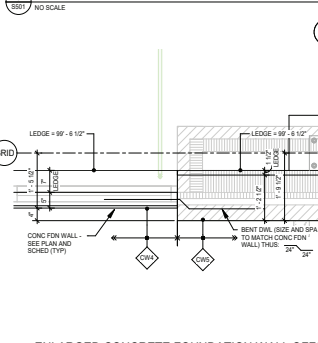
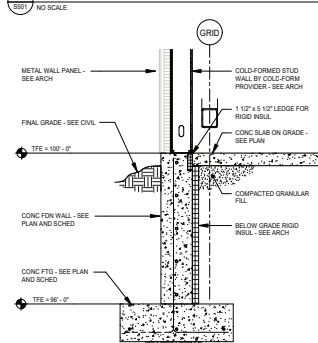
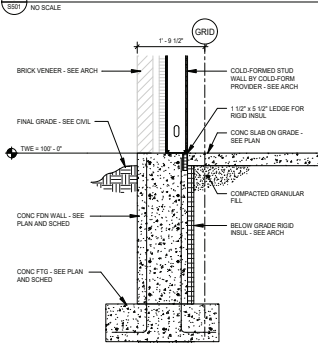
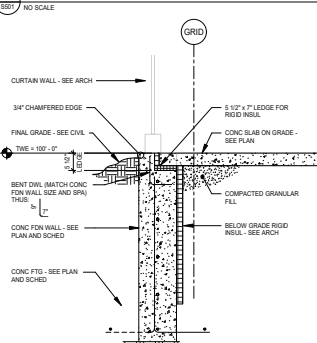
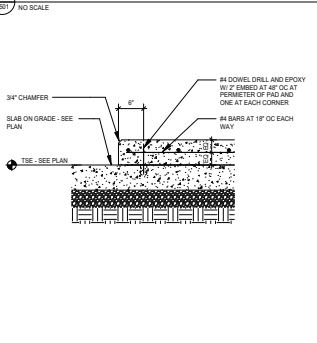
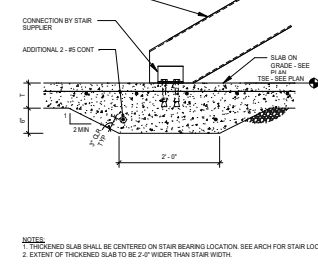
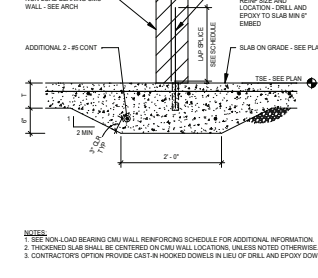
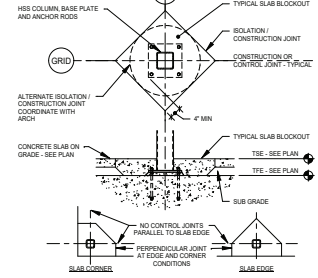
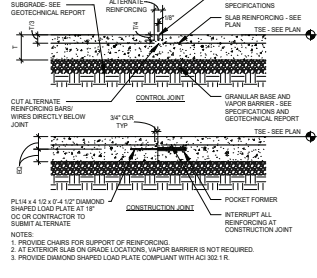
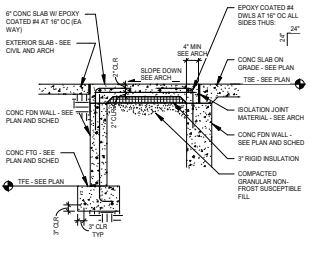


- NOTES:
- IF LOAD "P" IN POUNDS IS GREATER THAN 10 x JOIST DEPTH IN INCHES - VERIFY WITH ENGINEER.
  - METAL DECK NOT SHOWN FOR CLARITY.
  - JOIST MANUFACTURER TO VERIFY WHETHER WELDING MAY OCCUR ON JOIST CHORDS.

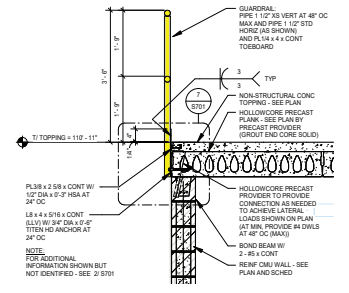
17. ALTERNATE DETAIL AT JOIST POINT LOADS  
NO SCALE

18. TYPICAL DETAIL AT JOIST POINT LOADS  
NO SCALE

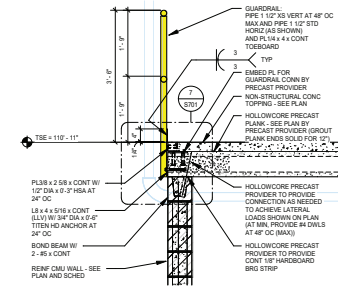
17. ALTERNATE DETAIL AT JOIST POINT LOADS  
NO SCALE



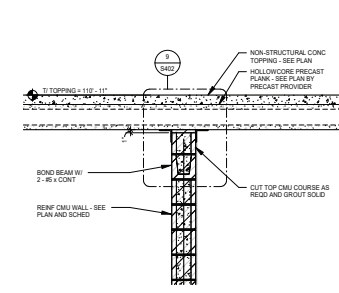




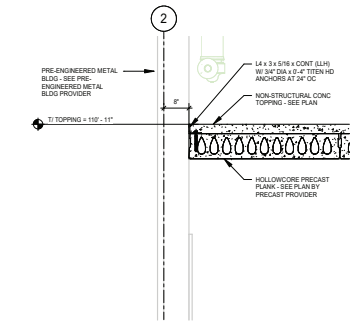
SECTION AT PRECAST PLANK SIDE LAP  
3/4" x 1'-0"



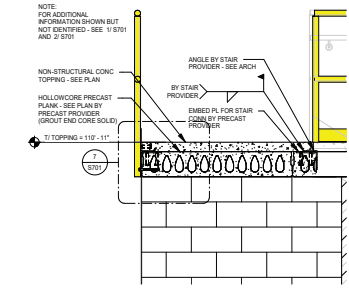
SECTION AT PRECAST PLANK END BEARING  
3/4" x 1'-0"



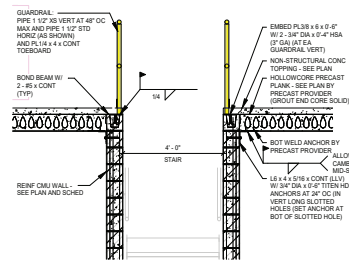
SECTION AT NON-LOAD BEARING CMU WALL  
3/4" x 1'-0"



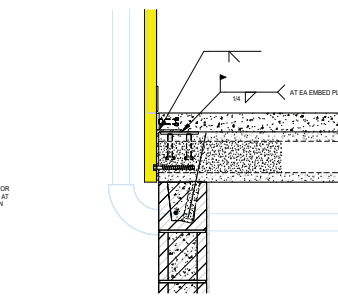
SECTION AT SIDE LAP AT PRE-ENGINEERED METAL BUILDING  
3/4" x 1'-0"



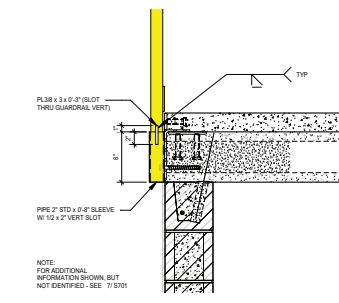
SECTION AT TOP STAIR CONNECTION  
3/4" x 1'-0"



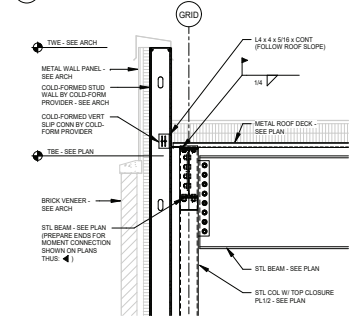
SECTION  
1/2" x 1'-0"



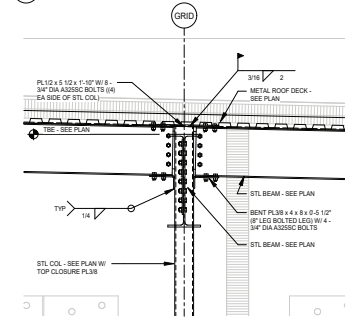
TYPICAL GUARDRAIL CONNECTION  
1/2" x 1'-0"



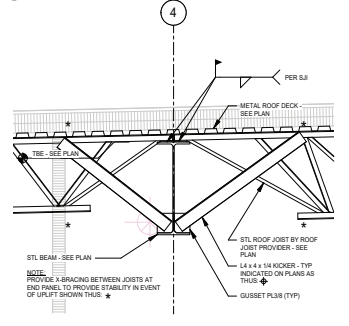
REMOVABLE GUARDRAIL CONNECTION  
1/2" x 1'-0"



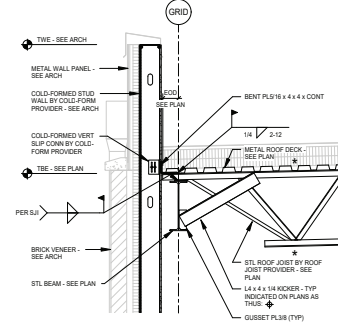
SECTION  
3/4" x 1'-0"



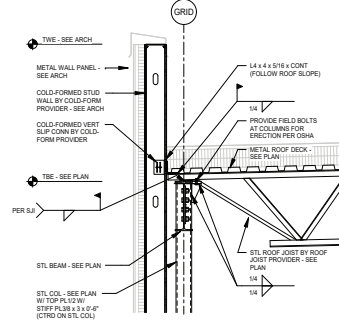
SECTION  
3/4" x 1'-0"



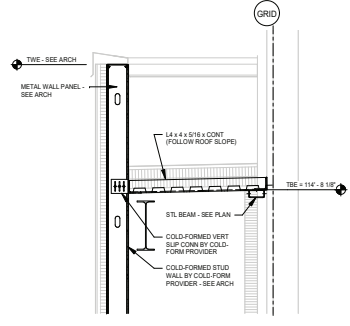
SECTION  
1/2" x 1'-0"



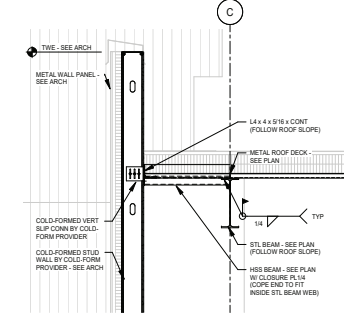
SECTION  
1/2" x 1'-0"



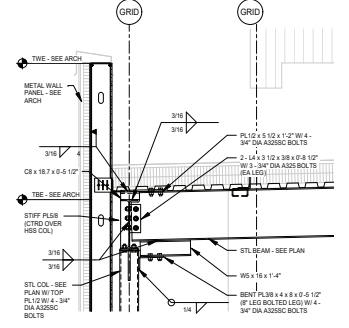
SECTION  
1/2" x 1'-0"



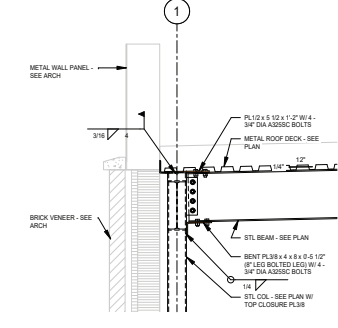
SECTION AT CANTILEVERED ROOF  
3/4" x 1'-0"



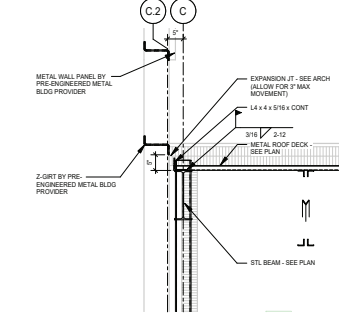
SECTION AT CANTILEVERED ROOF  
3/4" x 1'-0"



SECTION  
3/4" x 1'-0"



SECTION  
3/4" x 1'-0"



SECTION  
3/4" x 1'-0"



SECTION AT CANTILEVERED ROOF  
3/4" x 1'-0"



SECTION  
3/4" x 1'-0"





### WATER CALCULATION WORKSHEET (CW)

INFORMATION REQUIRED TO CALCULATE WATER SERVICE SIZE

- DEMAND OF BUILDING IN GALLONS PER MINUTE
- DIFFERENCE IN ELEVATION FROM MAIN OR EXTERNAL PRESSURE TANK TO BUILDING CONTROL VALVE
- SIZE OF WATER METER
- DEVELOPED LENGTH FROM MAIN OR EXTERNAL PRESSURE TANK TO BUILDING CONTROL VALVE
- LOW PRESSURE AT MAIN IN STREET OR EXTERNAL PRESSURE TANK

WFSFU<sub>100</sub> WFSFU<sub>40</sub> (GPM) 45  
 (FEET) 3  
 (INCHES) 1.5  
 (FEET) 185  
 (PSI) 40

CALCULATE WATER SERVICE PRESSURE LOSS

- LOW PRESSURE AT MAIN IN STREET OR EXTERNAL PRESSURE TANK (VALUE OF # 5 ABOVE)
- DETERMINE FRICTION LOSS DUE TO FRICTION IN .8 INCH DIAMETER WATER SERVICE WATER SERVICE MATERIAL COPPER TYPE "K"
- DETERMINE PRESSURE LOSS DUE TO ELEVATION (MULTIPLY THE VALUE OF #2 ABOVE BY 434)
- AVAILABLE PRESSURE AFTER THE BUILDING CONTROL VALVE (ENTER IN "B" BELOW)

CALCULATE THE PRESSURE AVAILABLE FOR UNIFORM LOSS (VALUE OF "A")

VALUE OF "B" 40  
 SUBTRACT VALUE OF "C" 4  
 SUBTOTAL 36  
 ADD VALUE OF "D" 0  
 SUBTOTAL 36  
 SUBTRACT VALUE OF "E" 0  
 SUBTOTAL 36  
 SUBTRACT VALUE OF "F" 0  
 SUBTOTAL 36  
 AND THE CONTROLLING FIXTURE IN FEET .8 X 434 PSI/FT 20  
 (SUBTRACT VALUE OF "G") 20  
 SUBTOTAL 16  
 DEVELOPED LENGTH FROM BUILDING CONTROL VALVE TO CONTROLLING FIXTURE IN FEET .8 X 1.5 219  
 WATER DISTRIBUTION MATERIAL TYPE L COPPER  
 SUBTOTAL 0.073  
 MULTIPLY BY 100  
 SUBTOTAL 7.3  
 PRESSURE AVAILABLE FOR UNIFORM LOSS "A" = 8

### WATER CALCULATION WORKSHEET (HW)

CALCULATE THE PRESSURE AVAILABLE FOR UNIFORM LOSS (VALUE OF "A")

- AVAILABLE PRESSURE AFTER THE BUILDING CONTROL VALVE (FROM "B" ABOVE)
- PRESSURE LOSS OF WATER METER (WHEN METER IS REQUIRED)
- (PRESSURE INCREASE DUE TO BOOSTER PUMP)
- PRESSURE LOSS DUE TO WATER TREATMENT DEVICES, INSTANTANEOUS WATER HEATERS AND BACKFLOW PREVENTERS WHICH SERVE THE CONTROLLING FIXTURE
- (PRESSURE LOSS DUE TO BOOSTER PUMP)
- DIFFERENCE IN ELEVATION BETWEEN THE BUILDING CONTROL VALVE AND THE CONTROLLING FIXTURE IN FEET .8 X 434 PSI/FT
- PRESSURE AT CONTROLLING FIXTURE (CONTROLLING FIXTURE IS LAVATORY)
- DEVELOPED LENGTH FROM BUILDING CONTROL VALVE TO CONTROLLING FIXTURE IN FEET .8 X 1.5
- AVAILABLE PRESSURE FOR UNIFORM LOSS

VALUE OF "B" 40  
 SUBTRACT VALUE OF "C" 4  
 SUBTOTAL 36  
 ADD VALUE OF "D" 0  
 SUBTOTAL 36  
 SUBTRACT VALUE OF "E" 15  
 SUBTOTAL 21  
 SUBTRACT VALUE OF "F" 0  
 SUBTOTAL 21  
 (SUBTRACT VALUE OF "G") 8  
 SUBTOTAL 13  
 DIVIDE BY VALUE OF "H" 219  
 SUBTOTAL 0.059  
 MULTIPLY BY 100  
 SUBTOTAL 5.9  
 PRESSURE AVAILABLE FOR UNIFORM LOSS "A" = 6

### PLUMBING PIPE TYPES SCHEDULE

---CSW---	CSW	COLD SOFT WATER PIPING
---	CW	COLD WATER
---	A	COMPRESSED AIR
---	HW	HOT WATER
---	HWR	HOT WATER RETURN
---	G	NATURAL GAS
---	V	VENT PIPE
---	W	WASTE / SANITARY DRAIN

NOTE: ALL PIPE TYPES MAY NOT BE USED FOR THIS PROJECT

### PLUMBING SYMBOL SCHEDULE

AFF	ABOVE FINISHED FLOOR
AP	ACCESS PANEL
BP/P	BACKFLOW PREVENTER
BV	BALL VALVE
BV	BUTTERFLY VALVE
C	CALIBRATED BALANCE VALVE, CIRCUIT SETTER & CHECK VALVE
CP	CIRCULATING PUMP
COV/CW	CLEANOUT OR WALL CLEANOUT (AS NOTED)
DR	DETAIL AND ISOMETRIC REFERENCE
DR	DRAINAGE/WATER FIXTURE UNIT TAG
UR	URINAL
FDC	FLOOR CLEANOUT
FD	FLOOR DRAIN
HB/HW	HOSE BB OR WALL HYDRANT (AS NOTED)
HD	HUB DRAIN
IE	INVERT ELEVATION OF SEWER OR DRAIN
L	LAVATORY
MB	MOP BASIN
PC	PLUMBING (DIVISION 22) CONTRACTOR
RV	RELIEF VENT
RS	RISING STEM GATE VALVE
S	SINK
TYP	TYPICAL
VTR	VENT THRU ROOF
WC	WATER CLOSET
WHA	WATER HAMMER ARRESTOR
QWH	WATER HEATER GAS
WS	WATER SOFTENER
EC	ELECTRIC CONTRACTOR
HC	HVAC CONTRACTOR
FFC	FIRE PROTECTION CONTRACTOR
NC	NORMALLY CLOSED
AO	AIR OUTLET
GCB	GARAGE CATCH BASIN
FFB	FROM FLOOR BELOW
FFA	FROM FLOOR ABOVE
TFB	TO FLOOR BELOW
TFA	TO FLOOR ABOVE

NOTE: ALL SYMBOLS MAY NOT BE USED FOR THIS PROJECT

### GENERAL NOTES

- VERIFY UTILITY INFORMATION WITH LOCAL UTILITY COMPANIES. VISIT THE BUILDING SITE AND BECOME THOROUGHLY FAMILIAR WITH ALL EXISTING CONDITIONS AFFECTING THE WORK.
- VERIFY ALL MEASUREMENTS, PIPE SIZES, PIPE LOCATIONS, ELEVATIONS, ETC. AT SITES.
- DRAWINGS OF ALL OTHER TRADES SHALL BE REVIEWED. COORDINATE THE INSTALLATION AND SCHEDULING OF THE WORK WITH OTHER TRADES TO PREVENT INTERFERENCE WITH THEIR RESPECTIVE INSTALLATION.
- INSTALL ALL WORK SUBSTANTIALLY AS SHOWN ON THE DRAWINGS. DEVIATIONS FROM LOCATIONS OF PIPING INDICATED ON THE DRAWINGS MAY HAVE TO BE MADE AT NO ADDITIONAL COST TO THE OWNER IN ORDER TO CLEAR THE WORK OF THE OTHER TRADES. HOWEVER, ALL SUCH DEVIATIONS SHALL BE PREVIOUSLY APPROVED BY THE OWNER'S REPRESENTATIVE.
- REFER TO ARCHITECTURAL DRAWINGS FOR EXACT LOCATION OF ALL ROOF DRAINS, PLUMBING FIXTURES, STRUCTURAL DIMENSIONS AND LAYOUT.
- CONFLICT BETWEEN DRAWINGS AND SPECIFICATIONS SHALL BE BROUGHT TO THE ATTENTION OF THE ENGINEER PRIOR TO BID OPENING. THE ENGINEER RESERVES THE RIGHT TO FINAL DECISION.
- UNLESS NOTED OTHERWISE ALL DRAIN / WASTE PIPING 3" AND LARGER SHALL BE INSTALLED AT A SLOPE OF 1/8" PER FOOT AND PIPING 2" AND SMALLER AT 1/4" PER FOOT.
- PLUMBING CONTRACTOR (DIVISION 22) SHALL FURNISH AND INSTALL SLEEVES FOR ALL PIPING PASSING THROUGH CONCRETE FOUNDATION WALLS. REFER TO STRUCTURAL DRAWINGS FOR INSTALLATION REQUIREMENTS OF PIPING ROUTED BELOW FOOTINGS. PROVIDE SLEEVE AND CONCRETE FILL FOR PIPING PASSING BENEATH FOOTING.
- INVERT ELEVATIONS ARE REFERENCED TO A BUILDING FIRST FLOOR DATUM OF 100.00 FEET.
- TERMINATE WATER AND SANITARY 5-0 BEYOND FACE OF FOUNDATION WALL. CONTINUATION SHALL BE UNDER A SEPARATE CONTRACT. FINAL CONNECTION BY DIV. 22.
- THE DRAWINGS ARE SCHEMATIC IN NATURE. ALL REQUIRED OFFSETS, FITTINGS, AND SUPPORTS SHALL BE INCLUDED IN THE BASE BID TO ACCOMMODATE ACTUAL FIELD CONDITIONS. FINAL LOCATIONS OF ALL WORK SHALL BE COORDINATED IN THE FIELD AND INSTALLED WHERE DIRECTED BY THE OWNER'S REPRESENTATIVE.
- PLUMBING CONTRACTOR (DIVISION 22) SHALL BACKFILL LEVEL AND COMPACT INTERIOR SUB-GRADE FOR FIRST FLOOR IN ORDER TO PROTECT THE UNDERGROUND PLUMBING.

Table 302-45.5 - July 2013  
 MAXIMUM ALLOWABLE LOAD FOR COPPER TUBE - TYPE L ASTM B88 (C-150)

PRESSURE (PSI)	PIPE DIAMETER (IN INCHES)											
	1/2"		3/4"		1"		1-1/4"		1-1/2"		2"	
	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	WFSFU	
15	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0	1.0
20	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8	0.8
25	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7	0.7
30	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6	0.6
35	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5	0.5
40	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4	0.4
45	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3	0.3
50	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2	0.2

NOTE: WFSFU means water service fixture units.  
 (1) WFSFU values are for water service fixture units. Do not exceed values in tables for water service fixture units.  
 (2) WFSFU values are for water service fixture units. Do not exceed values in tables for water service fixture units.  
 (3) WFSFU values are for water service fixture units. Do not exceed values in tables for water service fixture units.  
 (4) WFSFU values are for water service fixture units. Do not exceed values in tables for water service fixture units.  
 (5) WFSFU values are for water service fixture units. Do not exceed values in tables for water service fixture units.

### WATER SOFTENER SCHEDULE (EACH VESSEL)

TAG	LOCATION	MANUFACTURER	MODEL	NORMAL FLOW (GPM)	MAXIMUM FLOW (GPM)	SALT STORAGE CAPACITY	REGENERATIONS (GALLONS)	BACKWASH			PIPE SIZE (INCHES)	CAPACITY DRY SALT STORAGE (LBS)	WATER METER				
								FLOW (GPM)	REIN. CU. FT.	NO. OF SOFTENERS							
WS-1	PLUMBING 117	HELLENBERG	H125-64	2515 PSI LOSS	3425 PSI LOSS	343	100	33	2	1	13/64	375	1	1840	294	1	1.25

### AIR COMPRESSOR SCHEDULE

TAG	LOCATION	MANUFACTURER	MODEL	OPERATION	HP	SCFM	PSIG	MAX. PSIG	RPM	EQUIPMENT VOLTAGE/PHASE	WEIGHT (LBS)	REMARKS
AC-1	PLUMBING 117	EMAX	EFDV120V3	COMPRESSED AIR	10	39	120	175	1750	208/3/3	1100	PROVIDE AQUISTAT

### INLINE PUMP SCHEDULE

TAG	LOCATION	MANUFACTURER	MODEL	SERVICE	FLOW (GPM)	HEAD (FT)	MOTOR (HP)	RPM	EQUIPMENT VOLTAGE/PHASE	REMARKS
CP-1	PLUMBING 117	BELL & GOSSETT	NFB36	HWR	3.5	15	1/6	3300	120/1/1	PROVIDE AQUISTAT

### GAS FIRED WATER HEATER SCHEDULE

TAG	LOCATION	MANUFACTURER	MODEL	TOTAL VOLUME (GALLONS)	INPUT (BTU/H)	RECOVERY (GPH)	TEMPERATURE (RISE °F)	INTAKE AND EXHAUST DIA.	WATER INLET	WATER OUTLET	GAS INLET	REMARKS
QWH-1	PLUMBING 117	TRUEN	QPH200	80	66000	74	80	3"	3/2"	3/4"	1/2"	

### REDUCED PRESSURE BACKFLOW PREVENTOR SCHEDULE

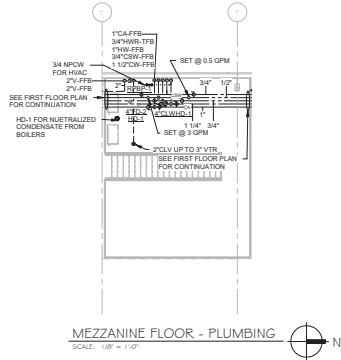
TAG	SIZE	MANUFACTURER	MODEL	LOCATION	SERVICE	REMARKS
RBP-1	3/4	WATTS	109-01	MEZZ ABOVE PLUMBING 117	HVAC	

### PLUMBING FIXTURE LOAD COORDINATION SCHEDULE - REFERENCE ONLY

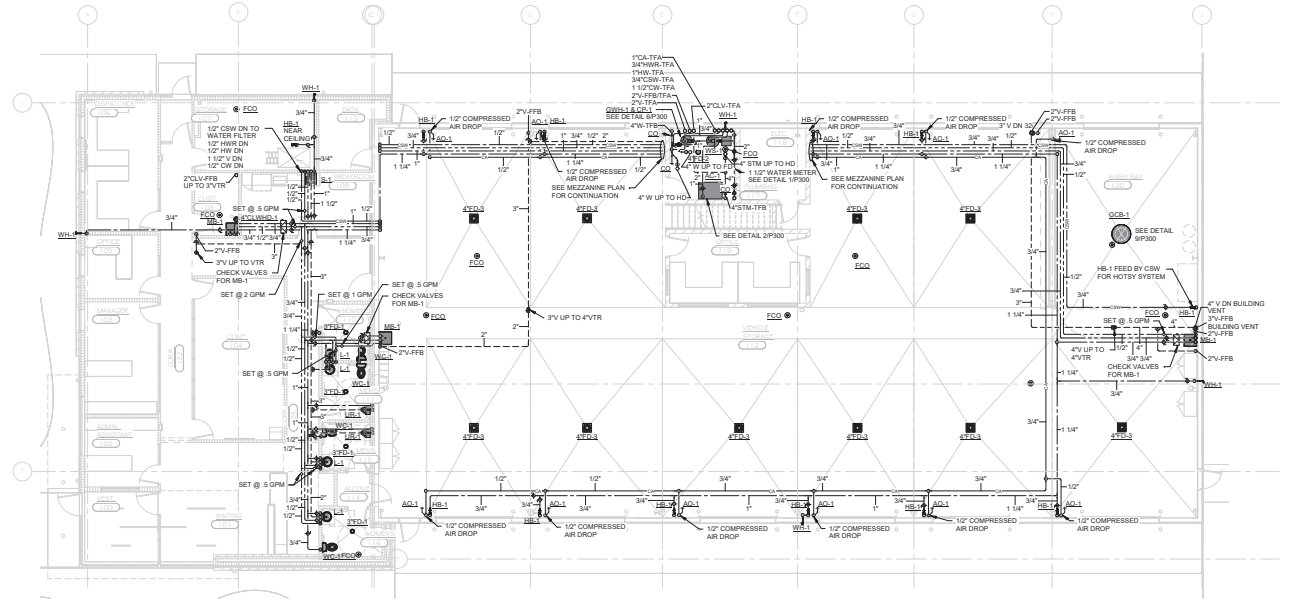
TAG	COUNT	FIXTURE TYPE	LOCATION	LOAD	VOLTAGE/PHASE	EMERG. POWER	FURNISH BY	INSTALL BY	WIRED BY	REMARKS
L-1	4	LAVATORY	BATHROOM	1.6A	120/1/1	N	DIV. 22	DIV. 28	DIV. 28	PC AND EC TO COORDINATE ELECTRICAL OUTLET LOCATION AS HIGH AS POSSIBLE. PC TO DO FINAL PLUG IN OF TRANSFORMER
UR-1	2	URINAL	MENS BATHROOMS	1.6A	120/1/1	N	DIV. 22	DIV. 28	DIV. 28	PC AND EC TO COORDINATE ELECTRICAL OUTLET LOCATION AS HIGH AS POSSIBLE. PC TO DO FINAL PLUG IN OF TRANSFORMER

### SHEET INDEX - PLUMBING

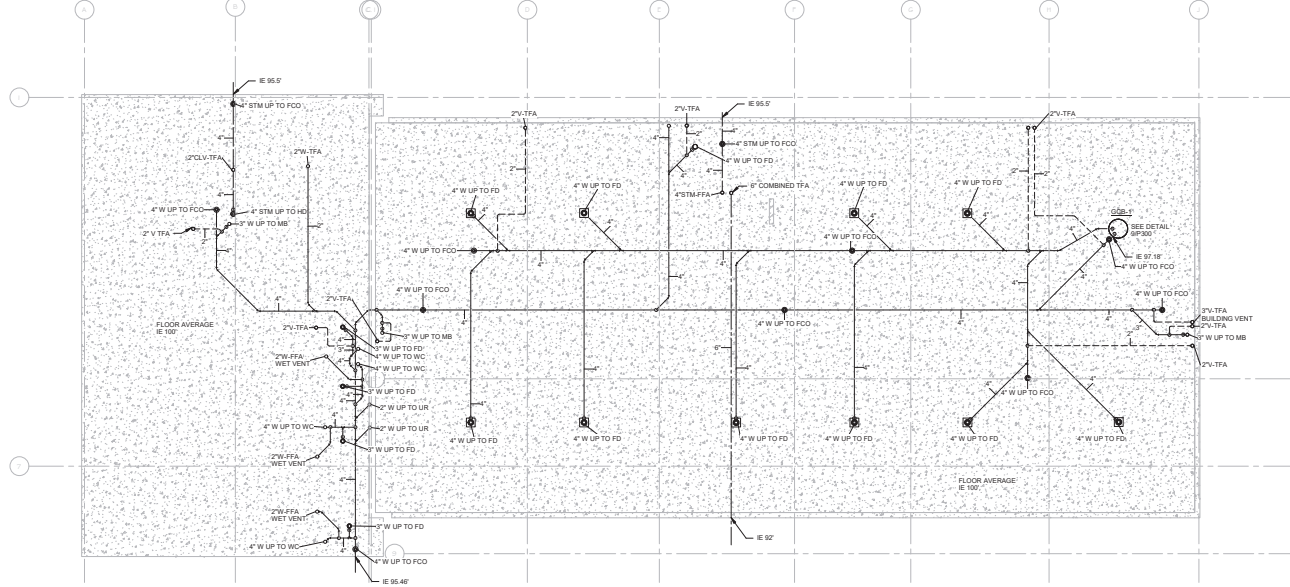
- P000 COVER SHEET - PLUMBING
- P101 FLOOR PLANS - PLUMBING
- P300 PLUMBING DETAILS
- P400 ISOMETRICS - PLUMBING



MEZZANINE FLOOR - PLUMBING  
SCALE: 1/8" = 1'-0"



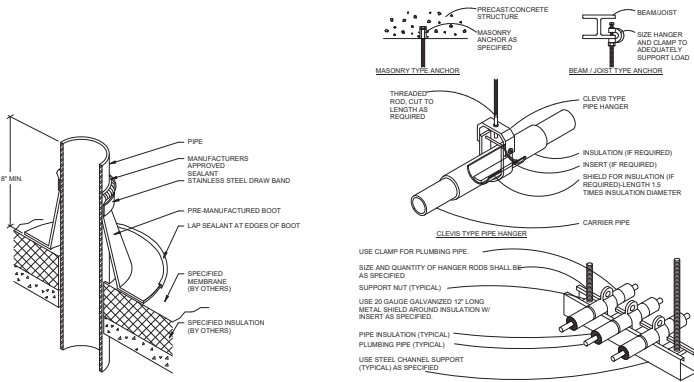
FIRST FLOOR - PLUMBING  
SCALE: 1/8" = 1'-0"



UNDERSLAB PLAN - PLUMBING  
SCALE: 1/8" = 1'-0"

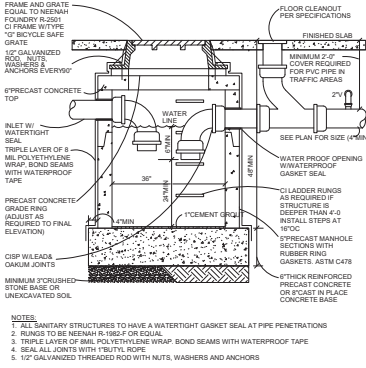


SCALE	DESCRIPTION
1/8" = 1'-0"	GENERAL
1/4" = 1'-0"	MECHANICAL
1/2" = 1'-0"	ELECTRICAL
3/4" = 1'-0"	PLUMBING
1" = 1'-0"	STRUCTURAL
1 1/2" = 1'-0"	LANDSCAPE
2" = 1'-0"	EXTERIOR
3" = 1'-0"	INTERIOR
4" = 1'-0"	MECHANICAL
5" = 1'-0"	ELECTRICAL
6" = 1'-0"	PLUMBING
7" = 1'-0"	STRUCTURAL
8" = 1'-0"	LANDSCAPE
9" = 1'-0"	EXTERIOR
10" = 1'-0"	INTERIOR



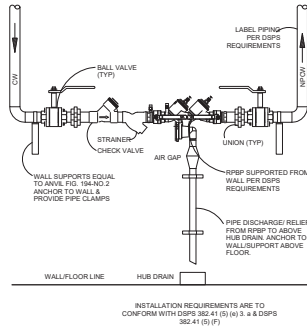
5 PIPE THROUGH ROOF DETAIL  
SCALE: NONE

4 PIPE HANGER DETAILS  
SCALE: NONE



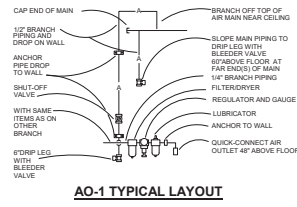
9 GARAGE CATCH BASIN DETAIL  
SCALE: NONE

8 REDUCED PRESSURE BACKFLOW PREVENTER DETAIL  
SCALE: NONE



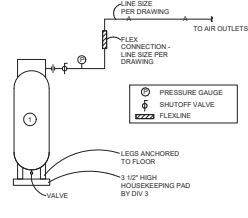
INSTALLATION REQUIREMENTS ARE TO CONFORM WITH DSSP 382.41 (5) (a) 3, 4 & DSSP 382.41 (5) (f)

3 COMPRESSED AIR OUTLET DETAIL  
SCALE: NONE

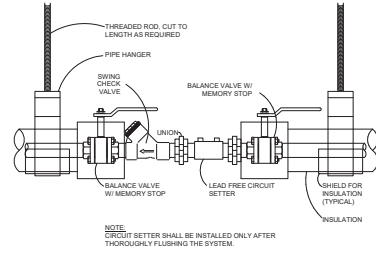


AO-1 TYPICAL LAYOUT

2 AIR COMPRESSOR PIPING DETAIL  
SCALE: NONE

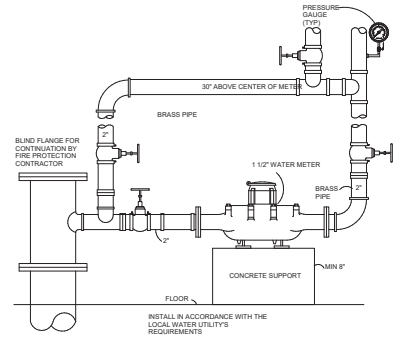


7 HWR BALANCE VALVE DETAIL  
SCALE: NONE

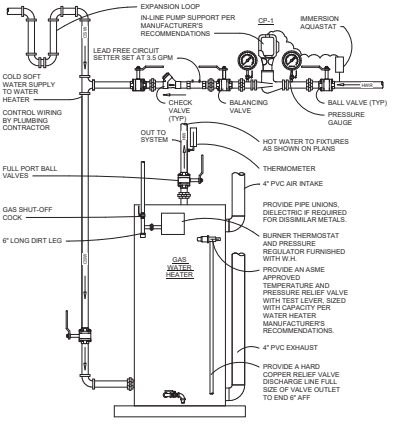


NOTE: CIRCUIT SETTER SHALL BE INSTALLED ONLY AFTER THOROUGHLY FLUSHING THE SYSTEM.

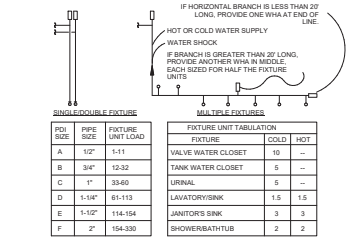
1 WATER METER DETAIL  
SCALE: NONE



6 GAS WATER HEATER DETAIL  
SCALE: NONE



PIPING ARRANGEMENT SHOWN IS SCHEMATIC. ADJUST TO SUIT FIELD CONDITIONS. REFER TO FLOOR PLANS FOR PIPE SIZES. SET HEATER THERMOSTAT AT 120°. PROVIDE CLEARANCES RECOMMENDED BY MANUFACTURER. PROVIDE ACCESSIBILITY TO AND REMOVABILITY OF UNIT.



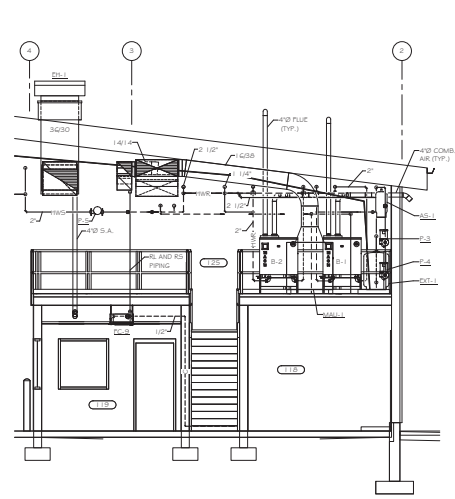
FDI SIZE	PIPE SIZE	FIXTURE UNIT LOAD	FIXTURE	COLD	HOT
A	1/2"	1-11	TANK WATER CLOSET	10	-
B	3/4"	12-32	URINAL	5	-
C	1"	33-60	LAVATORY/SINK	1.5	1.5
D	1-1/4"	61-113	JANITOR'S SINK	3	3
E	1-1/2"	114-154	SHOWER/BATH/TUB	2	2

FOR BATTERIES OF FIXTURES, PROVIDE WATER HAMMER ARRESTORS BY SINK CHIEF. PRECISION PLUMBING PRODUCTS, WATTS OR APPROVED EQUIVALENT WITH PISTON AND SPRING CONSTRUCTION, HAVING 1/2" MIN. 20" ASSE # 651 AND AN 8 1/2" 12.26.18 CERTIFICATION. INSTALL IN HORIZONTAL OR VERTICAL POSITION, BUT NEVER UPRIGHT. INSTALL IN LINE WITH WATER FLOW DIRECTION, IF POSSIBLE. SIZE THE UNITS AS SHOWN ON THE DRAWINGS AND/OR PER THE TABLES SHOWN ABOVE. PROVIDE ACCESSIBILITY TO "WHY" WHERE REQUIRED BY LOCAL CODE.

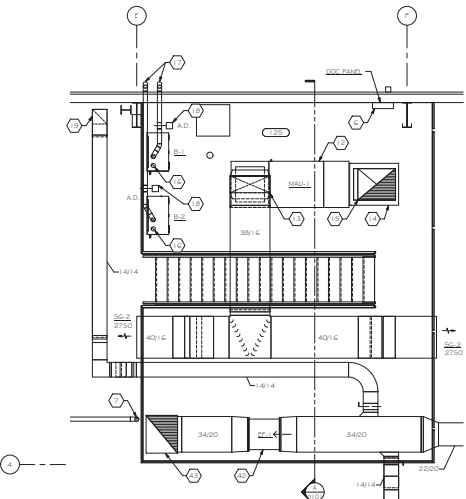
10 WATER HAMMER ARRESTOR DETAIL  
SCALE: NONE



SCALE CONVERSION	
1" = 1'-0"	AS SHOWN
1/8" = 1'-0"	AS SHOWN
1/16" = 1'-0"	AS SHOWN
1/32" = 1'-0"	AS SHOWN
1/64" = 1'-0"	AS SHOWN
1/128" = 1'-0"	AS SHOWN
1/256" = 1'-0"	AS SHOWN
1/512" = 1'-0"	AS SHOWN
1/1024" = 1'-0"	AS SHOWN
1/2048" = 1'-0"	AS SHOWN
1/4096" = 1'-0"	AS SHOWN
1/8192" = 1'-0"	AS SHOWN
1/16384" = 1'-0"	AS SHOWN
1/32768" = 1'-0"	AS SHOWN
1/65536" = 1'-0"	AS SHOWN
1/131072" = 1'-0"	AS SHOWN
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SECTION A (H101)  
SCALE: 1/4" = 1'-0"

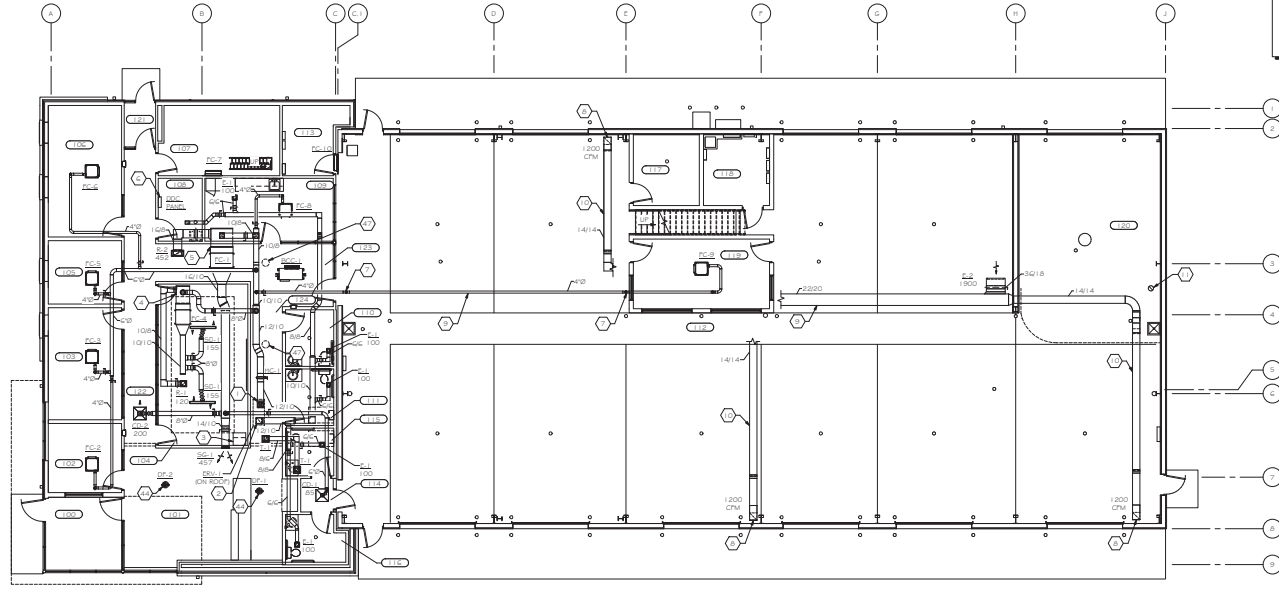


HVAC - MEZZANINE FLOOR PLAN  
SCALE: 1/4" = 1'-0"

HVAC LEGEND			
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION
[Symbol]	SUPPLY AIR DUCT UP	[Symbol]	BALL VALVE
[Symbol]	SUPPLY AIR DUCT DOWN	[Symbol]	PRESSURE / TEMPERATURE TAP
[Symbol]	OUTSIDE AIR DUCT UP	[Symbol]	THERMOMETER SENSOR
[Symbol]	OUTSIDE AIR DUCT DOWN	[Symbol]	THERMOMETER
[Symbol]	RETURN AIR DUCT UP	[Symbol]	LINCH
[Symbol]	RETURN AIR DUCT DOWN	[Symbol]	DIFFERENTIAL PRESSURE SENSOR / TRANSMITTER
[Symbol]	DUALIST AIR DUCT UP	[Symbol]	STRAINER
[Symbol]	DUALIST AIR DUCT DOWN	[Symbol]	CONCENTRIC REDUCER
[Symbol]	VOLUME DAMPER	[Symbol]	ECCENTRIC REDUCER
[Symbol]	AUTOMATIC DAMPER	[Symbol]	END GAP
[Symbol]	THERMOSTAT	[Symbol]	LOW TEMPERATURE HOT WATER SUPPLY
[Symbol]	PRESSURE RELIEF VALVE	[Symbol]	LOW TEMPERATURE HOT WATER RETURN
[Symbol]	GLOBE VALVE	[Symbol]	REFRIGERANT SUCTION
[Symbol]	FLUG VALVE	[Symbol]	REFRIGERANT LIQUID
[Symbol]	GATE VALVE	[Symbol]	GAS
[Symbol]	CHECK VALVE	[Symbol]	S.A. SUPPLY AIR
[Symbol]	BUTTERFLY VALVE	[Symbol]	R.A. RETURN AIR
[Symbol]	3-WAY CONTROL VALVE, MODULATING	[Symbol]	O.A. OUTSIDE AIR
[Symbol]	MANUAL BALANCING VALVE WITH VENTURI	[Symbol]	DDC DIRECT DIGITAL CONTROL
[Symbol]	LOW WATER CUT-OFF, PREISE	[Symbol]	DW EXHAUST AIR
[Symbol]	MANUAL AIR VENT WOODC	[Symbol]	A.F.F. ABOVE FINISHED FLOOR
[Symbol]	PRESSURE GAUGE	[Symbol]	VRF VARIABLE REFRIGERANT FLOW
[Symbol]	CAPPED DRAIN VALVE		

**GENERAL NOTE:**  
A. FOR VARIABLE REFRIGERANT FLOW (VRF) SYSTEMS, CONNECT D.A. / S.A. DUCTWORK FROM EX-1 TO INDOOR FAN COILS AS INDICATED FOR SPACES REQUIRING VENTILATION. BALANCE D.A. TO VALVES INDICATED ON SHEET F101. VARIATIONS IN REFRIGERANT FLOW - INDOOR FAN COIL UNIT SCHEDULE. FC-2, FC-3, FC-5, FC-6 AND FC-8 SHALL HAVE CONNECTIONS MADE TO FACTORY OPENINGS DESIGNED FOR O.A. INTAKE. PROVIDE TRANSITIONING AND FLEX CONNECTIONS AS REQUIRED.

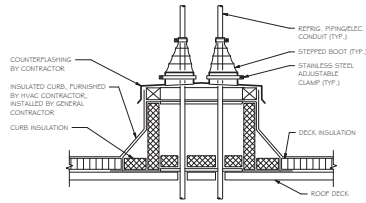
- PLAN NOTES:**
- 12" x 10" S.A. UP THRU ROOF. TRANSITION AND CONNECT TO EX-1.
  - 12" x 10" EXHAUST UP THRU ROOF. TRANSITION AND CONNECT TO EX-1.
  - PROVIDE 24" x 8" MIMD AIR FLENUM DUCT AND CONNECT TO FAN COIL UNIT. PROVIDE 12" x 8" R.A. CONNECTION ON SIDE AND 8" x 8" O.A. / S.A. DUCT CONNECTION ON TOP OF FLENUM AS INDICATED.
  - PROVIDE 42" x 8" MIMD AIR FLENUM DUCT AND CONNECT TO FAN COIL UNIT. PROVIDE 12" x 8" R.A. CONNECTION ON SIDE AND 10" x 8" O.A. / S.A. DUCT CONNECTION ON TOP OF FLENUM AS INDICATED.
  - COORDINATE FINAL LOCATION OF DDC PANEL WITH ELECTRICAL CONTRACTOR. TEMPERATURE CONTROL CONTRACTOR IS RESPONSIBLE FOR COSTS ASSOCIATED WITH REVISED OR ADDITIONAL LOCATIONS FOR DDC PANELS.
  - 4" x 8" O.A. / S.A. DUCT DROP DOWN ALONG WALL AND ENTER OFFICE AREA CEILING CAVITY.
  - 14" x 14" EXHAUST DOWN WITH VOLUME DAMPER. PROVIDE 1" GALVANIZED STEEL VEST ON DUCT OPENING. DUCT OPENING SHALL BE 16" A.F.F. BALANCE TO PROVIDE CFM INDICATED.
  - DUCTWORK IN VEHICLE STORAGE. IT IS INTENDED TO BE INSTALLED AS HIGH AS POSSIBLE AND FOLLOW SAME PITCH AS ROOF.
  - PROVIDE 12" O.D. FLENUM VENT OR SAME SIZE VENT OPENING ON PRESSURE WASHER (BY OTHERS), DRAFT OVERTER, MOTORIZED DRAFT DAMPER AND WEATHER CAP. FURNISH ROOF FLASHING TO THE PRE-ENGINEERED METAL BUILDING CONTRACTOR FOR INSTALLATION. CONNECT DUCT ROUTE UP THRU ROOF AND INSTALL IN ACCORDANCE WITH MANUFACTURER'S INSTALLATION INSTRUCTIONS.
  - PROVIDE 4" x 4" x 1/4" STEEL TUBE OR 4" TALL STEEL STRAIN THE LENGTH OF RUN. ANCHORED TO PRECAST MEZZANINE FLOOR. SECURE UNIT TO TUBE / STAND.
  - 36" x 16" S.A. DOWN, TRANSITION AND CONNECT TO MAU-1 S.A. OUTLET.
  - PROVIDE 40" x 40" O.A. FLENUM DUCT AND CONNECT TO MAU-1 INLET.
  - CONNECT 30" x 36" O.A. DUCT TO TOP OF FLENUM AND ROUTE UP THRU ROOF TO HOOD #1.
  - 4" O.D. FLENUM VENT DOWN TO BOLTER CONNECTION AND UP THRU ROOF TO TERMINATION WITH SCREEN ON OUTLET. SIZE AND INSTALL VENT, TERMINATION ABOVE ROOF AND OUTLET SCREEN IN ACCORDANCE WITH BOLTER MANUFACTURER'S INSTALLATION INSTRUCTIONS / RECOMMENDATIONS. FURNISH VENT ROOF FLASHING TO THE PRE-ENGINEERED METAL BUILDING CONTRACTOR FOR INSTALLATION.
  - 8" O.D. COMBUSTION AIR TERMINATION THRU EXTERIOR WALL WITH SCREEN COVERING INLET. SIZE AND INSTALL COMBUSTION AIR WALL TERMINATION AND INLET SCREENS IN ACCORDANCE WITH BOLTER MANUFACTURER'S INSTALLATION INSTRUCTIONS / RECOMMENDATIONS. FURNISH WALL FLASHING TO THE PRE-ENGINEERED METAL BUILDING CONTRACTOR FOR INSTALLATION.
  - PROVIDE MOTORIZED COMBUSTION AIR DAMPER AS REQUIRED BY BOLTER MANUFACTURER.
  - 14" x 14" EXHAUST DOWN.
  - SUPPORT FAN FROM STRUCTURE ABOVE WITH ANGLED IRON OR UNISTRUT, ALONG WITH THREADED ROD AND VIBRATION ISOLATORS. PROVIDE FLEX CONNECTION ON INLET AND OUTLET OF FAN FOR DUCTWORK CONNECTION.
  - 36" x 30" EXHAUST DUCT UP THRU ROOF TO HOOD #1.
  - INSTALL FACE OF DESTRATIFICATION FAN NOZZLE 12'-0" A.F.F.
  - INDICATES SOLAR TUBES BY GENERAL CONTRACTOR FOR COORDINATION.



HVAC - FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"

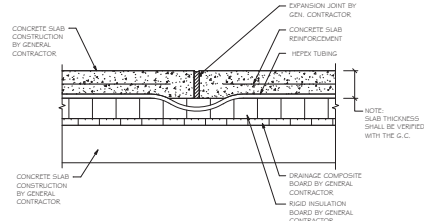






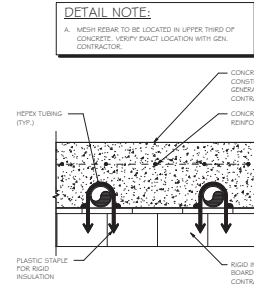
PIPING PORTAL DETAIL

4  
H601  
NO SCALE



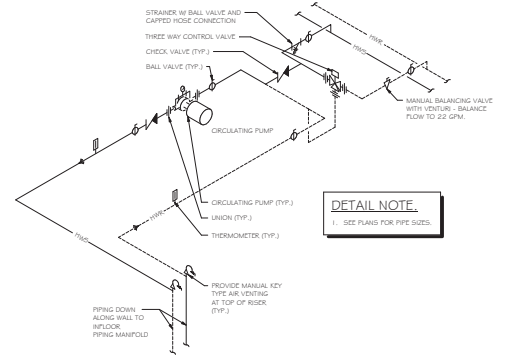
HEPEX TUBE INSTALLATION AT EXPANSION JOINT DETAIL

3  
H601  
NO SCALE



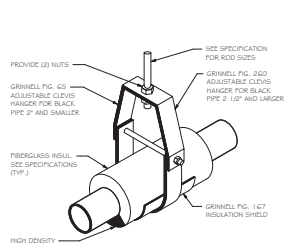
HEPEX TUBING SECURED TO RIGID INSULATION DETAIL

2  
H601  
NO SCALE



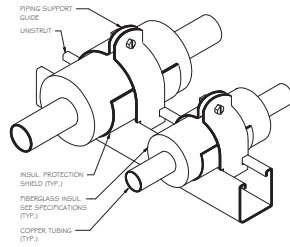
INFLOOR RADIANT PUMPING SYSTEM DETAIL

1  
H601  
NO SCALE



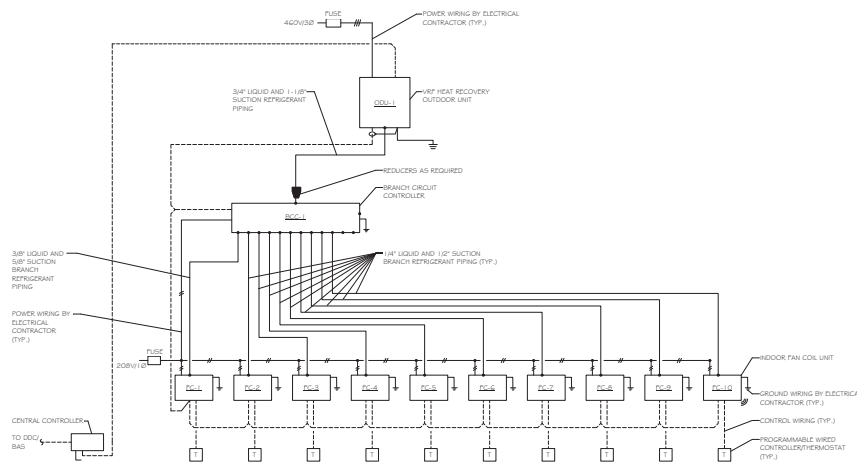
ADJUSTABLE CLEVIS HANGER DETAIL

6  
H601  
NO SCALE



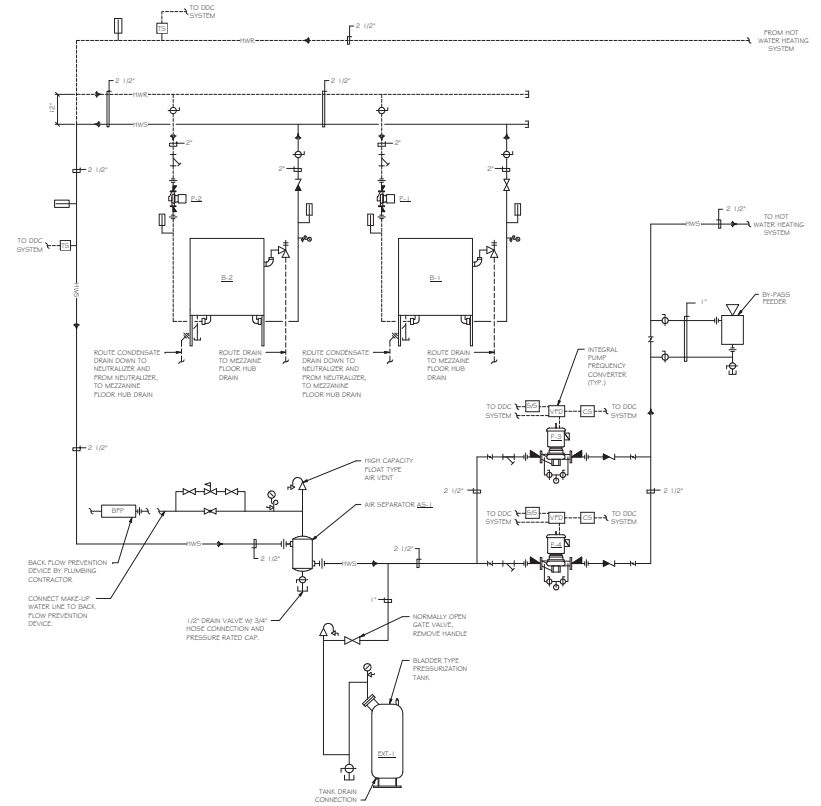
UNISTRUT PIPING SUPPORT DETAIL

5  
H601  
NO SCALE



VARIABLE REFRIGERANT FLOW SYSTEM SCHEMATIC DIAGRAM

NO SCALE



HOT WATER HEATING SYSTEM SCHEMATIC DIAGRAM

NO SCALE

SCALE	DESCRIPTION
1/8" = 1'-0"	GENERAL
1/4" = 1'-0"	MECHANICAL
1/2" = 1'-0"	ELECTRICAL
3/4" = 1'-0"	PLUMBING
1" = 1'-0"	MECHANICAL
1 1/2" = 1'-0"	ELECTRICAL
2" = 1'-0"	PLUMBING
3" = 1'-0"	MECHANICAL
4" = 1'-0"	ELECTRICAL
6" = 1'-0"	PLUMBING
8" = 1'-0"	MECHANICAL
12" = 1'-0"	ELECTRICAL
18" = 1'-0"	PLUMBING
24" = 1'-0"	MECHANICAL

VARIABLE REFRIGERANT FLOW - INDOOR FAN COIL UNIT SCHEDULE

TAG	SERIES	MANUFACTURER	MODEL	TYPE	NOMINAL COOLING CAPACITY (BTUH)	NOMINAL HEATING CAPACITY (BTUH)	COOLING DESIGN ENTERING TEMP (DBWB) (F) / (WATER IN TEMP)	HEATING DESIGN ENTERING TEMP (DBWB) (F) / (WATER IN TEMP)	COOLING TOTAL CAPACITY (BTUH)	COOLING SENSIBLE CAPACITY (BTUH)	HEATING CAPACITY (BTUH)	ESTIMATED COOLING COIL LAT (T) (L/W)	ESTIMATED HEATING COIL LAT (T) (L/W)	FAN SPEED SETTING	FAN AIRFLOW (CFM)	OUTSIDE AIR (CFM)	MAX FAN ESP SETTING (IN. W.C.)	SOUND PRESSURE PER FAN SPEED (dBA)	VOLTAGE / PHASE	POWER COOLING 208V (kW)	POWER HEATING 208V (kW)	ELECTRICAL MCM/MS	CONDENSATE REMOVAL RATE (GAL/HR)	REMARKS
FC-1	101	mitsubishi / trane	TRFPM02AHM143A	CEILING-CONCEALED (DUCTED)	24000	27000	77.065.0	68.0	23,334	18,331	15,303	57.3	84.6	MEDIUM	742	290	0.6	30-34-39	208V/1	0.17	0.19	2.73/1.6	0.58	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-2	102	mitsubishi / trane	TRFPM03BPM140A	CEILING-CASSETTE (FOUR WAY)	8000	9000	77.065.0	68.0	7,778	4,195	5,301	57.4	84.3	HIGH	316	125	0.6	26-38-29	208V/1	0.02	0.02	0.28/1.6	0.25	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-3	103	mitsubishi / trane	TRFPM03BPM140A	CEILING-CASSETTE (FOUR WAY)	8000	9000	77.065.0	68.0	7,778	4,005	5,301	59.1	83.5	HIGH	316	20	0.6	26-30-33	208V/1	0.02	0.02	0.29/1.6	0.25	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-4	104	mitsubishi / trane	TRFPM03AHM143A	CEILING-CONCEALED (DUCTED)	8000	9000	77.065.0	68.0	7,778	4,005	5,301	59.1	83.5	HIGH	316	180	0.6	26-30-33	208V/1	0.02	0.02	0.29/1.6	0.25	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-5	105	mitsubishi / trane	TRFPM03BPM140A	CEILING-CASSETTE (FOUR WAY)	5000	5000	77.065.0	68.0	7,778	4,005	5,301	59.1	83.5	HIGH	316	15	0.6	26-30-30	208V/1	0.02	0.02	0.24/1.6	0.09	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-6	106	mitsubishi / trane	TRFPM03BPM140A	CEILING-CASSETTE (FOUR WAY)	18000	13500	77.065.0	68.0	11,567	7,852	7,951	54.9	82.9	HIGH	335	20	0.6	26-30-34	208V/1	0.02	0.02	0.29/1.6	0.25	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-7	107	mitsubishi / trane	TRFPM03BPM140A	WALL-MOUNTED	8000	9000	77.065.0	68.0	7,778	5,408	5,301	59.1	88.7	HIGH	237	1	0.6	22-27.3-35	208V/1	0.03	0.03	0.24/1.6	0.25	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-8	109	mitsubishi / trane	TRFPM03BPM140A	CEILING-CASSETTE (FOUR WAY)	18000	20,000	77.065.0	68.0	17,500	11,626	11,780	53.3	91.6	HIGH	460	40	0.6	33-39-43	208V/1	0.04	0.04	0.51/1.6	0.71	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-9	110	mitsubishi / trane	TRFPM03AHM140A	CEILING-CASSETTE (FOUR WAY)	18000	17,000	77.065.0	68.0	14,563	9,445	10,013	53.0	91.7	HIGH	390	20	0.6	28-33-39	208V/1	0.03	0.03	0.35/1.6	0.58	SEE NOTES 1, 2, 3, 4, 5 AND 7
FC-10	113	mitsubishi / trane	TRFPM03AHM140A	WALL-MOUNTED	8000	9000	77.065.0	68.0	7,778	5,408	5,301	55.6	88.7	HIGH	237	1	0.6	22-27.3-35	208V/1	0.03	0.03	0.24/1.6	0.38	SEE NOTES 1, 2, 3, 4, 5 AND 7

NOTES: 1. NOMINAL COOLING CAPACITIES ARE BASED ON INDOOR COIL FAT OF 80.47°F (DBWB).  
2. NOMINAL HEATING CAPACITIES ARE BASED ON INDOOR COIL FAT OF 70°F (DB), OUTDOOR OF 43°F (WB).  
3. SEE OUTDOOR UNIT SCHEDULE FOR OUTDOOR AMBIENT CONDITIONS, CORRECTED CAPACITY, AND OTHER FACTORS ASSOCIATED WITH CORRECTED CAPACITIES.  
4. SEE SCHEMATIC PIPING/CONTROL DIAGRAM FOR INDICATION OF REQUIRED INDOOR UNIT REMOTE CONTROLS, SYSTEM CONTROLLERS, AND INTEGRATION DEVICES.  
5. FULL DRAWING CORRECTED CAPACITY INCLUDES DE WATE ASSOCIATED WITH INDOOR VS. OUTDOOR CORRECTED CAPACITY INDICATED ON OUTDOOR UNIT SCHEDULE FOR ASSOCIATED SYSTEM.  
6. PROVIDE ACCESSORY KIT - SAUERMAN CONDENSATE PUMP MODEL S1-30, 208V 1PH, 1.4 W. GPH.  
7. PROVIDE DRAIN PAN VALVE, SENSOR/CONTROL.

VARIABLE REFRIGERANT FLOW - HEAT RECOVERY OUTDOOR UNIT SCHEDULE

TAG	MFR.	MODEL	NET COOLING CAPACITY (BTU/HR)	NET HEATING CAPACITY (BTU/HR)	REF. TYPE	COOLING EFFICIENCY (EER/SEER)	HEATING COP AT 47°F (HSPF)	NOM. SYSTEM CONNECTED CAPACITY	DESIGN COOLING OUTDOOR TEMP. (DB F/°C)	DESIGN COOLING OUTDOOR TEMP. (WB F/°C)	CORRECTED TOTAL COOLING CAP. (BTU/HR)	CORRECTED TOTAL HEATING CAP. (BTU/HR)	VOLTAGE / PHASE	MCA	MOP <sup>2</sup>	UNIT WEIGHT (LBS)	SOUND PRESSURE (dBA)
COOL-1	mitsubishi / trane	TRVR1202AHM40A	120,000	125,000	R-410A	22.0/15.1	12.6/5	100	95	30	11,375/2	77,454	4201.3	21.0	35.0	697	64.1/65

NOTES: 1. NOMINAL COOLING CAPACITY IS BASED ON INDOOR COILS E.A.T. OF 80.47°F (DB) (WB).  
2. NOMINAL HEATING CAPACITY IS BASED ON INDOOR COILS E.A.T. OF 70°F (DB), OUTDOOR OF 43°F (WB).  
3. FACTORY REPRESENTATIVE SHALL REVIEW THE PROJECT PRIOR TO AND THROUGHOUT THE INSTALLATION OF EQUIPMENT.  
4. FACTORY REPRESENTATIVE SHALL PROVIDE ON-SITE ASSISTANCE FOR THE BMS INTEGRATION OF EQUIPMENT.

VRF HEAT RECOVERY BRANCH CIRCUIT CONTROLLER SCHEDULE

TAG	MODEL NUMBER	TYPE	NUMBER OF PORTS	CONNECTED CAPACITY TO BC	VOLTAGE / PHASE	POWER COOLING 208V(W)	POWER HEATING 208V(W)	REMARKS
BCC-1	TEMM1101ZJA11H48V	MAIN	12	120000	208V/1	0.198	0.106	SEE NOTE 1 AND 2

NOTE: 1. PROVIDE BALL VALVES SUITABLE FOR SYSTEM - 700 PSIG WORKING PRESSURE, FULL PORT, R-410A RATED.

AIR TO AIR HEAT EXCHANGER - ENERGY RECOVERY VENTILATOR UNIT SCHEDULE

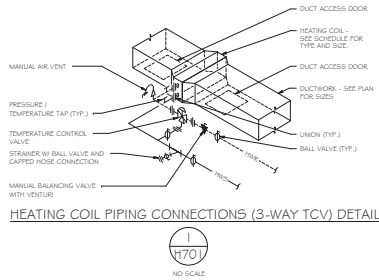
TAG	MANUFACTURER	MODEL	CMH O.A.	DUAL/FUL CFM	SUMMER CONDITIONS						WINTER CONDITIONS						SUPPLY FAN DATA				EXHAUST FAN DATA				VOLT / PH	MCA	MOP <sup>2</sup>	REMARKS		
					R.A. °F	O.A. °F	W.B. °F	W.B. °F	EFFECTIVENESS	R.A. °F	O.A. °F	W.B. °F	W.B. °F	EFFECTIVENESS	C.S.P. (IN.W.C.)	HP	C.S.P. (IN.W.C.)	HP	W/P	RPM	VOLTS	W/P	RPM	W/P					RPM	
ERV-1	REHOBARZ	HE-14URTY	600	600	75	62.4	90	75	79	65.3	0.549	0.8	10	51.3	-15	-15	47.2	38.4	0.731	0.75	3/4	0.5	3/4	440/3	2.8	15				

NOTES: 1. PROVIDE 24" TALL INSULATED ROOF CURB.  
2. SEE SPECIFICATIONS FOR ADDITIONAL REQUIREMENTS.

BOILER SCHEDULE

TAG	MFR.	MODEL	TYPE	FUEL	GROSS OUTPUT (MBH)	CAPACITY (GPM)	NET OUTPUT (MBH)	AMPS	VOLTS/PH	RELIEF VALVE SETTING (PSI)	HEATING SURFACE (SQ. FT.)	APPROXIMATE OPERATING WEIGHT (LBS)	LOCATION	REMARKS
B-1	PATTERSON-KELLEY	CM399	CONDENSING	NAT GAS	399	399	<5	120/1	50	-	-	313		NOTES 1,2
B-2	PATTERSON-KELLEY	CM399	CONDENSING	NAT GAS	399	399	<5	120/1	50	-	-	313		NOTES 1,2

NOTES: 1. 140°F OPERATING TEMPERATURE.  
2. GROSS OUTPUT BASED ON 90% EFFICIENCY (140°F RETURN WATER TEMPERATURE).



HEATING COIL PIPING CONNECTIONS (3-WAY TCV) DETAIL

NO SCALE

CIRCULATING PUMP SCHEDULE

TAG	AREA OR SYSTEM SERVED	LOCATION	SUCT. DPTH.	TRIPLE DUTY VALVE	MFR.	MODEL NO. / SIZE	GPM	HEAD FT.	SUCT. DISCHARGE SIZE (IN.)	IMPELLER DIA.	BRASS HP INPUT (WATTS)	HP / W	RPM	VOLTS/PH	REMARKS
P-1	BOILER B-1	MEZZANINE 125	-	-	GRUNDFOS	UPS 43-100F	24	15	-	-	335 W	370 W	-	115/1	140°F WATER
P-2	BOILER B-2	MEZZANINE 125	-	-	GRUNDFOS	UPS 43-100F	24	15	-	-	335 W	370 W	-	115/1	140°F WATER
P-3	HEAT WATER HEATING SYSTEM	MEZZANINE 125	-	-	GRUNDFOS	CRK 18-2 FASE RIDGE	70	60	2.72	-	1,461 HP	3 HP	3914	460/3	140°F WATER
P-4	HW HEATING SYSTEM STARTUP	MEZZANINE 125	-	-	GRUNDFOS	CRK 18-2 FASE RIDGE	70	60	2.72	-	1,461 HP	3 HP	3914	460/3	140°F WATER
P-5	INFLUOR HEATING SYSTEM	MEZZANINE 125	-	-	MAGNUS	40-60 F	22	45	-	-	482 W	509 W	4260	208V/1	82°F WATER

NOTE: 1. PUMPS P-3 AND P-4 SELECTED FOR ANTICIPATED FUTURE ADDITIONS. 48 GPM IS INTENDED FOR CURRENT BUILDING DESIGN.

HEATING COIL SCHEDULE

TAG	SERIES	SIZE (H x W IN.)	CMH	FACE VELOC. (FPM)	E.A.T. °F	L.A.T. °F	MIN. CAP. (MBH)	RWS	GPM	E.W.T. °F	CONTROL VALVE	BRANCH LINE SIZE	REMARKS
HC-1	DRV-1	12 x 14	600	514	45	95.5	32.84	2	3.3	140	2-WAY	1"	

NOTE: 1. COIL FIN SPACING SHALL BE NO GREATER THAN 1.5 PER INCH. AIR PRESSURE DROP SHALL BE NO GREATER THAN 0.25" W.C. AND WATER PRESSURE DROP SHALL BE NO GREATER THAN 3.5 FT.

CABINET UNIT HEATER SCHEDULE

TAG	MFR.	LOCATION	MODEL	LENGTH	HIGHT	WIDTH	RECESS	MBH	GPM	RWS/PPH	HPD FT.	CMH	HP/VOLTS	FLA	FAN SPEED	REMARKS
CUH-1	BITUMING	100 VESTIBULE	89M-350-024	50.3	24	10	PARAN	77.9	1.8	81.3	1.0	310	105/120/1	0.68	MEDIUM	
CUH-2	BITUMING	121 VESTIBULE	89M-350-025	38.2	24	10	FULL	6.4	0.4	81.2	0.1	125	100/120/1	0.6	LOW	

NOTES: 1. CAPACITY BASED ON 60°F E.A.T., 140°F E.W.T.  
2. SELECTED WITH FAN SPEED REDUCED TO 1/2 MOTOR.  
3. FURNISH WITH MANUFACTURER OPTION DISCONNECT SWITCH.

FINNED TUBE RADIATION SCHEDULE

TAG	MANUFACTURER	TYPE	ELMENT	LENGTH	ROWS	MODEL	LENGTH	INSTALLATION HEIGHT (IN)	BTU/HR	TOTAL CAP. (MBH)	GPM	REMARKS
FT-1	BITUMING	384	48	4.1/1.4/1.4/1.4	8/27	FRS6	8/27	12	752.3	4.2	0.8	

NOTES: 1. HEATING CONTRACTOR SHALL PROVIDE ALL REQUIRED SUPPORT HARDWARE, PROVIDE CORNERS, SPLICE PICES, AND ACCESSORIES TO PROVIDE COMPLETE INSTALLATION.  
2. PROVIDE ALL REQUIRED ENCLOSURE TRIM AND END CAPS TO CONCEAL PIPING CONNECTIONS TO RADIATION.  
3. BRANCH PIPING CONNECTIONS ARE 3/4" UNLESS NOTED OTHERWISE.  
4. PERFORMANCE BASED ON 140°F E.W.T. AND 70°F E.A.T.  
5. ENCLOSURE SHALL BE 3-1/2" DEEP. INSTALLATION HEIGHT IS TOP OF ENCLOSURE ABOVE FINISHED FLOOR.

UNIT HEATER SCHEDULE

TAG	LOCATION	MANUFACTURER	MODEL	MBH	GPM	EWT °F	P.D. IN. W.C.	VOLTS/PH	CMH	HP	FAN SPEED	REMARKS
UH-1	112 VEHICLE STORAGE	BITUMING	8H-121	37	2.5	140	0.1	115/1	14.15	1/8	LOW	
UH-2	112 VEHICLE STORAGE	BITUMING	8H-121	37	2.5	140	0.1	115/1	14.15	1/8	LOW	
UH-3	112 VEHICLE STORAGE	BITUMING	8H-121	37	2.5	140	0.1	115/1	14.15	1/8	LOW	
UH-4	112 VEHICLE STORAGE	BITUMING	8H-121	37	2.5	140	0.1	115/1	14.15	1/8	LOW	
UH-5	112 VEHICLE STORAGE	BITUMING	8H-121	37	2.5	140	0.1	115/1	14.15	1/8	LOW	
UH-6	120 WASH BAY	BITUMING	8H-121	37	2.5	140	0.1	115/1	14.15	1/8	LOW	PROVIDE HERESITE COATING ON UNIT AND HEATING COIL, ALONG WITH WASHDOWN STYLE WATERPROOF MOTOR.

NOTES: 1. CAPACITY BASED ON 60°F E.A.T.  
2. LOW FAN SPEED

HOT WATER RADIANT PANEL PIPING DETAIL

NO SCALE



ELECTRICAL SYMBOLS LIST							
SYMBOL	DESCRIPTION	SYMBOL	DESCRIPTION	ABBREVIATIONS	DESCRIPTION	ABBREVIATIONS	DESCRIPTION
	SURFACE OR PENDANT MOUNT LUMINAIRE		TELEMETRY	A	AMPERE	MID	MAIN LUG ONLY
	INDUSTRIAL TURRET / STRIP LUMINAIRE		SMOKE DETECTOR - AREA	AFCI	ARC-FAULT-CIRCUIT INTERRUPTOR	MFD	MOUNTED
	SURFACE MOUNT LIGHT LUMINAIRE		SMOKE DETECTOR - ELEVATOR RECALL	A.F.F.	ABOVE FINISHED FLOOR	MTG	MOUNTING
	WALL BRACKET LUMINAIRE		SMOKE DETECTOR - DUCT - SUPPLY OR RETURN	A.F.G.	ABOVE FINISHED GRADE	MTS	MANUAL TRANSFER SWITCH
	RECESSED DOWNLIGHT		HEAT DETECTOR	ATS	AUTOMATIC TRANSFER SWITCH	NDS	NOT TO SCALE
	RECESSED TROFFER LUMINAIRE		FIRE ALARM - CEILING MTD STROBE	AUX	ALUMINUM	OHF	OVERHEAD DOOR OPERATOR
	TRACK LIGHTING		FIRE ALARM - CEILING MTD SPEAKER	AV	AUDIO / VIDEO	P.C.	PLUMBING CONTRACTOR
	EXIT SIGN - SINGLE AND DOUBLE FACE		FIRE ALARM - CEILING MTD SPEAKER / STROBE	C	CONDUIT	PEB	PRIVATE BRANCH EXCHANGE
	EMERGENCY BATTERY PACK LIGHTING UNIT		FIRE ALARM - MANUAL PULL STATION	CM	CAMERA	PH	PHASE
	REMOTE EMERGENCY LIGHTING HEAD		FIRE ALARM - KEYPED MANUAL PULL STATION	CAT	CATALOG	PI	PRIMARY
	SWITCHES - DUAL LEVEL		FIRE ALARM - WALL MTD STROBE	CATV	CABLE TELEVISION	PT	POTENTIAL TRANSFORMER
	SWITCH - SINGLE POLE		FIRE ALARM - WALL MTD SPEAKER	CB	CIRCUIT BREAKER	FR	FRINTER
	SWITCH - DIMMER		FIRE ALARM - WALL MTD SPEAKER / STROBE	CLG	MOUNTED IN / OR ABOVE CEILING	PKR	POWER
	SWITCH - 3-WAY		FIRE ALARM - HORN / STROBE	CKT	CIRCUIT	RCB	ROOM CONTROL BOARD - NURSE CALL
	SWITCH - 3-WAY DIMMER		FIRE ALARM - HORN	CPN	CENTRIFUGY PERMANAL	RECF	RECEPTACLE
	SWITCH - LOW VOLTAGE 3-WAY DIMMER		FIRE ALARM - BELL	C.T	CLIENT TRANSFORMER	REF	REFRIGERATOR
	SWITCH - WITH INTEGRAL MOTION SENSOR		FIRE ALARM - FLOW SWITCH	DISC	DISCONNECT	SD	SMOKE DAMPER
	OCCUPANCY SENSOR - SEE SPECIFICATIONS		FIRE ALARM - TAMPER SWITCH	DIST	DISTRIBUTION	SEC	SECONDARY
	SWITCH CIRCUIT		FIRE ALARM CONTROL PANEL	E	EMERGENCY DEVICE	SF	SFIRE
	BRANCH CIRCUIT		FIRE ALARM ANNUNCIATOR PANEL	E.C.	ELECTRICAL CONTRACTOR	SPD	SURGE PROTECTION DEVICE
	CIRCUIT HOMERUN		SECURITY PANEL	ENCL	ENCLOSURE	SUSP	SUSPENDED
	DUPLEX RECEPTACLE - ABOVE COUNTERTOP		FIRE ALARM - MAGNETIC DOOR HOLD	ENC	ELECTRIC NUT	SWBD	SWITCHBOARD
	DOUBLE DUPLEX RECEPTACLE		FIRE ALARM - ADDRESSABLE MODULE	EX	EXITING DEVICE	SWGR	SWITCHGEAR
	DOUBLE DUPLEX RECEPTACLE - ABOVE COUNTERTOP		ELECTRIC STRIKE	DKR	EXISTING DEVICE RELOCATED	TC	TELEPHONE CABINET
	SPECIAL OUTLET CONNECTION		DOOR POSITION	FA	FIRE ALARM	TP	TAMPERSHOOT
	MULTI-OUTLET RACEWAY		REQUEST FOR EXIT	F.B.O.	FURNISHED BY OTHERS	TV	TELEVISION
	POWER POLE		CARD READER	F.C.	FIRE PROTECTION CONTRACTOR	TYP	TYPICAL
	CONDUIT STUB-UP - TO ABOVE CEILING		CARD READER - MULLION MOUNTED	FB	FLOOR BOX	UC	UNDERCABINET
	JUNCTION BOX		INTERCOM	FLA	FULL LOAD AMPS	UCR	UNDERCABINET REFRIGERATOR
	LIGHTING / POWER PANEL		HAND WAVE	FLR	MOUNTED IN FLOOR	UCF	UNDERCABINET FREEZER
	CONDUIT - STUBBED		TOUCHLESS ACTUATOR	FRZ	FREEZER	UG	UNDERGROUND
	MOTOR		DURGEST BUTTON	G.C.	GENERAL CONTRACTOR	UH	UNIT HEATER
	DISCONNECT SWITCH		KEYPAD	GFCI	GROUND FAULT CIRCUIT INTERRUPTOR	U.O.	UNLESS OTHERWISE INDICATED
	STARTER - MANUAL		FANIC BUTTON	GND	GROUND	USB	UNIVERSAL SERIAL BUS
	STARTER - COMBINATION / MAGNETIC		PUSHBUTTON STATION	H.C.	HVAC CONTRACTOR	UPS	UNINTERRUPTIBLE POWER SOURCE
	CLOCK - SINGLE FACE		SECURITY ALARM BELL	HGT	HEIGHT	UTE	UTILITY
	CLOCK - DOUBLE FACE		SECURITY - ALARM CONTACT	HF	HORSEPOWER	V	VOLT
	SPEAKER		SECURITY CAMERA - PAN / TILT / ZOOM	HV	HIGH VOLTAGE	VT	VAPOURIGHT
	COMMUNICATIONS DROP - OPEN = EXISTING		SECURITY CAMERA - STATIONARY	MAX	MAXIMUM	W	WATT
	VOLUME CONTROL		SECURITY CAMERA - STATIONARY WALL MOUNT	MCB	MAIN CIRCUIT BREAKER	WAP	WIRELESS ACCESS POINT
	DATA RACK		SECURITY CAMERA - STATIONARY CEILING MOUNT	MCC	MOTOR CONTROL CENTER	WIC	WIRE GUARD
			CLOCK	MIC	MICROPHONE	WIP	WEATHERPROOF
			MONITOR MODULE	MDF	MAIN DISTRIBUTION PANEL	WTR	WATHTHROUGH
			NURSE CALL - TOUCH SCREEN	MFR	MANUFACTURER	WP	WEATHERPROOF
			NURSE CALL - PULL CORD LIGHT	MN	MINIMUM	WT	WATERTIGHT
			NURSE CALL - CORRIDOR LIGHT	MCP	MICROPHONE	WTR	WATERPROOF
			NURSE CALL - ZONE CORRIDOR LIGHT	MCP-PA	MICROPHONE - FIRE ALARM	XP	EXPLOSION PROOF
				MCP-PA	MICROPHONE - PUBLIC ADDRESS		

NOTE:  
1. SHADING OF LUMINAIRE SYMBOLS = EMERGENCY AND / OR NIGHTLIGHTING.  
2. ALL ABBREVIATIONS AND SYMBOLS MAY NOT BE USE ON THIS PROJECT.

**GENERAL NOTES:** (FOR ALL FLOOR PLANS)

- ELECTRICAL CONTRACTOR TO REINSTALL ALL LIGHT FIXTURES REMOVED FOR OTHER TRADES BACK TO ORIGINAL LOCATION. WHEN ADDING LOAD TO A MAINTAINED CIRCUIT THE CONTRACTOR TO VERIFY THAT THE CIRCUIT IS NOT LOADED MORE THAN PERMITTED BY NEC. OVERLOADED CIRCUITS ARE PROHIBITED. PROVIDE NEW UPDATES DIRECTORIES IN PANELS.
- ELECTRICAL CONTRACTOR IS RESPONSIBLE TO INSURE THAT ALL DEVICES ARE RECONNECTED TO APPROPRIATE PANELS AND CIRCUITS, IN ACCORDANCE WITH FACILITY REQUIREMENTS. ANY ITEMS NOT SPECIFICALLY DESCRIBED ON THESE DRAWINGS DOES NOT RELIEVE THE ELECTRICAL CONTRACTOR FROM PROVIDING A COMPLETE AND WORKING SYSTEM TO MEET OWNERS APPROVAL.
- ELECTRICAL CONTRACTOR TO SITE CLEAR ANY AND ALL DISCONNECTED / ABANDONED CONDUIT, SWITCHES, PANELS, WIRE, INCLUDING COMMUNICATION / DATA CABLES FOUND IN THE FACILITY DURING CONSTRUCTION.
- EXISTING FIRE ALARMS, PULL STATIONS, STROBES, ARE TO BE MODIFIED AS SHOWN. ELECTRICAL CONTRACTOR TO ENSURE ALL DEVICES REMAIN OPERATIONAL, AND ALL LOCAL CODES AND NFPA, NEC, CODES ARE MAINTAINED.
- ALL DEVICES LOCATIONS AND HEIGHTS SHALL COMPLY WITH REQUIREMENTS IN THESE DOCUMENTS. ALL MOUNTING HEIGHTS INDICATED ARE TO CENTER OF BOX. TYP., UNLESS NOTED OTHERWISE.
- ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY LIGHTING. MINIMUM N.E.C. AND OSHA REQUIRED FOOTCANDLES MUST BE MAINTAINED.
- LIGHT FIXTURES AS SHOWN, ARE TO BE CONSTRUED AS CLOSE TO ACCURACY AS POSSIBLE. ANY LIGHT FIXTURE NOT SHOWN, BUT ARE IN THE SCOPE OF WORK, ARE CONSIDERED AS THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR TO INSURE REQUIREMENTS OF THIS AREA / SCOPE.
- ALL EQUIPMENT PLACES IN FIRE RATED WALLS SHALL BE SEALED AROUND WITH APPROVED MATERIALS TO INSURE THE FIRE RATING IS MAINTAINED.
- PROVIDE AN ADHESIVE, "MECHANICALLY PRINTED" CIRCUIT LABEL FOR EACH RECEPTACLE AND SWITCH. PLACE THE LABEL ON THE FACELATE. THE LABEL SHALL BE CLEAR WITH BLACK LETTERING. COORDINATE LABELING WITH THE OWNER.
- THE ELECTRICAL CONTRACTOR SHALL COORDINATE ALL WORK WITH OTHER TRADES IN ORDER TO FACILITATE THE PROPER INSTALLATION OF SYSTEMS. CONDUITS THAT ARISE FROM FAILURE TO COORDINATE WITH OTHER TRADES SHALL BE THE RESPONSIBILITY OF THE ELECTRICAL CONTRACTOR.
- FOR ALL ROUTING OF CONDUIT IN CASWORK, THERE SHALL BE NO EXPOSED CONDUIT.
- ELECTRICAL CONTRACTOR TO PROVIDE DROP PAINTWAYS ABOVE ALLARY EXISTING ELECTRICAL PANELS THAT HAVE WATER LINES INSTALLED ABOVE ELECTRICAL PANELS.
- ELECTRICAL EXISTING ELECTRICAL PANELS THAT HAVE WATER LINES DEVICES, SPEAKERS, ETC.) CUT INTO CEILING TILES TO BE CENTERED TO THAT TILE. COORDINATE LOCATIONS WITH HVAC, LOUISERS AND LIGHT FIXTURES. DEVICES TO BE SUPPORTED FROM GIB SYSTEM OR STRUCTURE ABOVE, DO NOT SUPPORT FROM TILE ALONE.

**DEMOLITION GENERAL NOTES:**

- VERIFY EXISTING SITE CONDITIONS BEFORE BEGINNING DEMOLITION. COORDINATE ALL DEMOLITION WORK WITH OTHER TRADES.
- SITE CLEAR ALL ABANDONED CONDUIT AND WIRE FOUND IN THIS AREA OF DEMOLITION. REMOVE TO NEAREST SPICE POINT OR DRUM.
- ALL DEVICES THAT ARE NOT WITHIN THE SCOPE OF THIS DEMOLITION MUST HAVE THEIR CIRCUIT INTENSITY MAINTAINED. EXISTING CIRCUITS AS REQUIRED TO INSURE THAT ALL EQUIPMENT THAT IS REMAINING SHALL HAVE ADEQUATE POWER SUPPLY.
- THE ELECTRICAL CONTRACTOR SHALL ENSURE THAT ALL FIRE AND SMOKE PARTS OF WALLS, FLOORS AND CEILINGS ARE MAINTAINED. IF THE INTENSITY IS SACRIFICED THEY SHALL BE REPAIRED BACK TO THEIR ORIGINAL RATING. ALL PENETRATIONS SHALL BE PROPERLY SEALED.
- THE ELECTRICAL CONTRACTOR SHALL REMOVE FACELATES AND MOUNT BOSES AND DEVICES TO ACCOMMODATE THE FURNISH OUT OF EXISTING WALLS WHERE REQUIRED.
- THE DEVICES SHOWN OASIS ON DEMOLITION PLANS AND ASSOCIATED ELECTRICAL EQUIPMENT ARE TO BE DISCONNECTED AND SITE CLEARED UNLESS OTHERWISE NOTED.
- DISCONNECT AND SALVAGE ALL LIGHT FIXTURES IDENTIFIED TO BE DEMOLISHED AND RETURN TO OWNER, OR STORE FOR REUSE, ACCORDING TO PLAN NOTES.
- THE ELECTRICAL CONTRACTOR SHALL SITE CLEAR ALL DEVICES, RACEWAYS AND RIGS IN WALLS BEING DEMOLISHED.
- THESE DEMOLITION SHEETS ARE INTENDED AS A GUIDE. WHERE NEW CONSTRUCTION SHOWN ON LATER SHEETS, WIRING OR REQUIREMENTS OF EXISTING CONSTRUCTION TO FACILITATE NEW INSTALLATIONS, THOSE ELEMENTS SHALL BE REMOVED REGARDLESS OF WHETHER OR NOT THEY ARE SPECIFICALLY SHOWN ON THESE SHEETS. DEVICES NOT SHOWN ON WALLS BEING DEMOLISHED ARE TO BE DEMOLISHED AND SITE CLEARED TO NEAREST SPICE POINT OR POINT OF ORIGIN.
- ALL EXISTING ELECTRICAL CIRCUITS ARE TO BE MAINTAINED FOR RECONNECTION. ANY CIRCUITS NOT RECONNECTED ARE TO SITE CLEARED TO POINT OF ORIGIN.
- WORK CLOSELY WITH OTHER TRADES FOR PROJECT PHASING. ANY POWER INTERRUPTIONS MUST BE COORDINATED WITH THE OWNER.
- REMOVE AND STORE ALL LIGHT FIXTURES THAT ARE REQUIRED BY OTHER TRADES TO BE REMOVED TO ALLOW OTHER TRADES SCOPE OF WORK, TO BE COMPLETED. MAINTAIN CIRCUIT FOR REUSE.
- ELECTRICAL CONTRACTOR TO DEMOLISH ALL ELECTRICAL TO MECHANICAL EQUIPMENT REQUIRED BY OTHER TRADES TO POINT OF ORIGIN. COORDINATE EXACT REQUIREMENTS WITH OTHER TRADES.
- ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR ALL TEMPORARY LIGHTING. MINIMUM N.E.C. AND OSHA REQUIRED FOOTCANDLES MUST BE MAINTAINED.
- OWNER HAS RIGHT OF REUSE OF ALL NEW HAZARDOUS ITEMS FROM SITE CLEARING, INCLUDING BUT NOT LIMITED TO, SALVAGED COPPER AND OTHER VALUABLE CONSTRUCTION WASTE. ITEMS THE OWNER WISHES TO SALVAGE SHALL BE REMOVED AND DELIVERED TO A SITE FOR STORAGE AS DIRECT BY OWNER.

SCALE	DEFINITION
1" = 16'-0"	PLAN SCALE
1" = 16'-0"	SECTION SCALE
1" = 16'-0"	DETAIL SCALE
1" = 16'-0"	MECHANICAL
1" = 16'-0"	ELECTRICAL
1" = 16'-0"	PLUMBING
1" = 16'-0"	MECHANICAL
1" = 16'-0"	ELECTRICAL
1" = 16'-0"	PLUMBING



PANEL: H1		PHASE 4				MAIN TYPE: NED					
CIRCUIT: 062277V		BUS SIZE: 250A - COPPER				MAIN RATING: 250A					
MOUNTING SURFACE		A.I.C. RATING: 35,000				GROUND BUS: COPPER					
MANUFACTURER: SQUARE D		TERMINALS NO. 167 AIR CENTS				BUS RATING:					
CKT	DESCRIPTION	T	A	B	C	F	A	T	DESCRIPTION	CKT	
1	MAL-1 (MARC-UP AIR UNIT-1)	15 A	3	2879	941				15 A	DT-1 (DIP/UST PAN-1)	2
3					2879	941					4
5					2879	941					6
7	P-3 (BLDG HOT WATER HEATING PUMP-1)	15 A	3	1329	1329				15 A	P-4 (BLDG HOT WATER HEATING PUMP-2) SPARE	8
9					1329	1329					10
11											12
13	DRV-1 (ENERGY RECOVERY VENTILATOR-1)	19 A	3	443	11443				19 A	T-1	14
15					443	11744					16
17						443	10844				18
19	T-L2	125 A	3	6157	0				1 20 A	SPARE	20
21					8565	0			1 20 A	SPARE	22
23						5955	0		1 20 A	SPARE	24
25	SPARE	20 A	1	0	0				1 20 A	SPARE	26
27	SPARE	20 A	1	0	0				1 20 A	SPARE	28
29	SPARE	20 A	1	0	0				1 20 A	SPARE	30
31	SPARE	20 A	1	0	0				1 20 A	SPARE	32
33	SPARE	20 A	1	0	0				1 20 A	SPARE	34
35	SPACE				0	0				SPACE	36
37	SPACE				0	0				SPACE	38
39	SPACE				0	0				SPACE	40
41	SPACE				0	0				SPACE	42
		TOTAL LOADS		26509 VA		27248 VA		53715 VA		COLUMN 'T' = TYPE OF BREAKER	
		TOTAL AMPS:		97 A		100 A		86 A		BREAKER TYPE: G-CIRCU, S-SHUNT	

OCCUPANCY SENSOR SCHEDULE					
MOTION SENSOR TAG	CATALOG NO.	MANUFACTURER (OR DESIG)	MOTION SENSOR TYPE	DESCRIPTION	MOUNTING LOCATION
OS	CMR PDT 9	SENSOR SWITCH	DUAL TECHNOLOGY	360° RECTANGULAR PATTERN	CEILING
M	WSM-IV	SENSOR SWITCH	PASSIVE INFRARED	MOTION SWITCH	WALL

**GENERAL NOTES:**

- NO SUBSTITUTIONS.
- CEILING DEVICE COLOR: WHITE. WALL SWITCH COLOR: IVORY.
- PROVIDE POWER (TRACES) AND RELAYS, AND TRANSFORMERS AS REQUIRED, USING THE UNITS CURRENT RATING.
- WIRE SENSORS AHEAD OF ANY SWITCHES WITHIN ROOM TO PROVIDE MANDATORY "OFF". ADJUST THE UNITS TIME, SENSITIVITY, AND/OR DIRECTIONAL SETTINGS TO THE OWNER'S SATISFACTION.
- FURNISH UNITS WITH INTEGRAL MANUAL ON/OFF CONTROLS.
- WHEN LOCATING NON-FLENUM RATED DEVICES WITHIN A FLENUM SPACE, MOUNT EQUIPMENT WITHIN A FLENUM RATED ENCLOSURE.
- REFER TO SPECIFICATIONS FOR LISTING OF MANUFACTURERS OFFERING ACCEPTABLE EQUIVALENT PRODUCT.

LUMINAIRE SCHEDULE									
TYPE	CATALOG NO.	MANUFACTURER	LUMINOUS OUTPUT	TYPE	WATTS	DESCRIPTION	FINISH	NOTES	
A2	22CGT2833C	METALUX	344RL	L.E.D.	32 W	2X2 PLAT PANEL	WHITE		
A4	24CGT333C	METALUX	425RL	L.E.D.	38 W	2X4 PLAT PANEL	WHITE		
E1	12P7 SD	SUB-ZITES		L.E.D.	1 W	DOT SIGN	WHITE/RED	3	
F1	TSR W SD	MALE LIGHTING	520L	L.E.D.	1 W	INTERIOR EXPOSED LIGHTING UNIT	WHITE	3	
F2	SD2 W T A 28 SD	SUB-ZITES	350L	L.E.D.	1 W	EXTERIOR EXPOSED LIGHTING UNIT	DARK BRONZE	3	
F3	SD2 W T A 28 SD	SUB-ZITES	350L	L.E.D.	1 W	EXTERIOR EXPOSED LIGHTING UNIT	SILVER	3	
G1	LERCKB 15 D10 M8ECCB 1050 R035GLEMBH	PORTOFINO	1500L	L.E.D.	15 W	PENDANT CYLINDER	BLACK	5	
H1	Q98 1396 M76 UNV (B501 C31)	METALUX	151000L	L.E.D.	107 W	HIGH BAY (500K CCT)	WHITE	5	
L2	B55210 2 35 D R A 5M SW BL	BARTCO	1000LPT	L.E.D.	17 W	2'-0" SURFACE MOUNT LINEAR STRIP	BLACK	4	
L4	B55210 4 35 D R A 5M SW BL	BARTCO	1000LPT	L.E.D.	34 W	4'-0" SURFACE MOUNT LINEAR STRIP	BLACK	4	
L5	B55210 4 35 D R A 5M SW BL	BARTCO	1000LPT	L.E.D.	34 W	4'-0" SURFACE MOUNT LINEAR STRIP	BLACK	4	
L8	B55210 8 35 D R A 5M SW BL	BARTCO	1000LPT	L.E.D.	68 W	8'-0" SURFACE MOUNT LINEAR STRIP	BLACK	4	
M1	G4001 040A 120 113 85	MCGRAW-EDISON	141000L	L.E.D.	76 W	AREA FLOOR LIGHT	DARK BRONZE	5	
R2	LSR2 2 35 HIGH UNV (B5 W T1.5 FL NA NA NA	CORNET	910LPT	L.E.D.	20 W	2'-0" RECESSED LINEAR	WHITE	5	
R4	LSR2 4 35 HIGH UNV (B5 W T1.5 FL NA NA NA	CORNET	910LPT	L.E.D.	40 W	4'-0" RECESSED LINEAR	WHITE	5	
R6	LSR2 6 35 HIGH UNV (B5 W T1.5 FL NA NA NA	CORNET	910LPT	L.E.D.	60 W	6'-0" RECESSED LINEAR	WHITE	5	
R8	LSR2 8 35 HIGH UNV (B5 W T1.5 FL NA NA NA	CORNET	910LPT	L.E.D.	80 W	8'-0" RECESSED LINEAR	WHITE	5	
S4	ASALSD 150 475L UNV (B5 W T1.5 FL NA NA NA	METALUX	4800L	L.E.D.	41 W	4'-0" STRIP	WHITE	7	
T8	IT8P 64 SD	ARCHITRAVO	8000L	L.E.D.	64 W	8'-0" GASKETED ENCLOSED	WHITE	5	
W1	GWC SA1 A 735 U T3 R2	MCGRAW-EDISON	4830L	L.E.D.	34 W	EXTERIOR WALL PACK	DARK BRONZE	1	
W2	GWC SA2 A 735 U T3 AP	MCGRAW-EDISON	9944L	L.E.D.	66 W	EXTERIOR WALL PACK	GREY	2	
W3	GWC SA1 A 735 U T3 AP	MCGRAW-EDISON	4830L	L.E.D.	34 W	EXTERIOR WALL PACK	GREY	1	

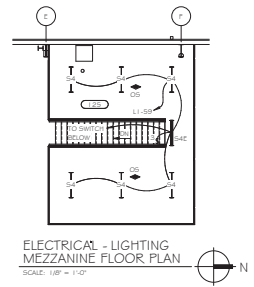
**LUMINAIRE SCHEDULE NOTES:**

- WALL MOUNT LUMINAIRE AT APPROX. 12'-0" A.F.F. TO CENTER (U.N.D.).
- WALL MOUNT LUMINAIRE AT APPROX. 14'-0" A.F.F. TO CENTER (U.N.D.).
- PROVIDE ALL REQUIRED MOUNTING ACCESSORIES AND DIRECTIONAL ARROWS FOR EACH INSTALLATION.
- LUMINAIRE TO BE SURFACE MOUNTED ON PRE-MANUFACTURED CEILING SYSTEM. COORDINATE WITH THE G.C.
- WALL MOUNT LUMINAIRE AT APPROX. 10'-0" A.F.F. TO CENTER (U.N.D.).
- PROVIDE MATCHING 25'-0" SQUARE STRAIGHT STEEL POLE OF SAME MANUFACTURER. FOR POLE BASE, SEE DETAIL (E501).
- LUMINAIRE TO BE PARALLEL WITH 14 WATT (1.0W MIN) INTEGRAL BATTERY UNIT.
- SUSPEND LUMINAIRE FROM BUILDING STRUCTURE ABOVE TO APPROX. 16'-0" A.F.F. TO BOTTOM.
- MOUNT LUMINAIRE AT APPROX. 7'-0" A.F.F. (U.N.D.) CONNECT TO USE SIDE OF LOCAL LIGHTING CIRCUIT, AHEAD OF ANY SWITCHING OR CONTROLS.

**GENERAL NOTES:**

- HIGH-BAY (H1) AND WASH BAY (T8) LUMINAIRES TO BE 5000K CCT, ALL OTHERS TO BE 3500K CCT.

- PLAN NOTES:**
- EXTERIOR LIGHTING SHALL BE CONTROLLED THRU THE BUILDING MANAGEMENT SYSTEM (BMS). COORDINATE WITH THE CONTROLS CONTRACTOR.
  - ALL DET SIGNS TO BE CONNECTED TO CIRCUIT L2-3G. USE #10 AWG CONDUCTORS.
  - CHAIN HANG FROM JOISTS ABOVE TO APPROX. 8'-0" A.F.F. TO BOTTOM OF LUMINAIRE.
  - SEAS TO HAVE IN-FLOOR HEATING SYSTEM. COORDINATE ANY IN-SEAS CONDUIT ROUTING WITH HVAC CONTRACTOR TO AVOID ANY CONFLICTS.
  - ALL DEVICES AND CONNECTIONS WITHIN THE WASH BAY ROOM 100 TO BE WATER-TIGHT TYPE.
  - SQUARE TUBE LOCATION (P B O1). COORDINATE WITH G.C. TO AVOID CONDUIT ROUTING CONFLICTS.
  - LUMINAIRES HALF-SHADED AND LABELLED 'NL'. ARE NIGHT LIGHTS AND SHALL BE ENERGIZED FOR 24 HOUR OPERATION.



### MOTOR SCHEDULE

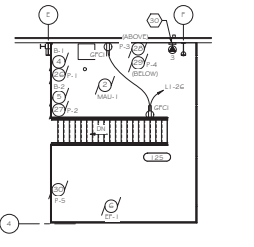
TAG	DESCRIPTION	LOCATION	LOAD			CIRCUIT DATA				GROUND WIRE			CONDUIT		STARTER DATA			DISCONNECT DATA			CONTROL	NOTES	
			HP / KW	F.L.A.	MDPF	VOLTS	CIRCUIT NO.	AMP/POLE	QTY	SIZE	TYPE	SIZE	TYPE	INST BY	TYPE	FURN BY	INST BY	TYPE	FURN BY				
1	PH1 (PRESSURE WASHER-1)	120	10.0	13.0	4900		2	#12	#12	3M													
2	MAL-1 (MAKE-UP AIR UNIT-1)	125	-	10.4	4900	PH-1.3.5	150	3	#12	#12	3M												
3	DEV-1 (ENERGY RECOVERY VENTILATOR-1)	ROOF	3.4	1.6	4900	PH-13.15.17	150	3	#12	#12	3M												
4	B-1 (BLOWER-1)	125	-	5.0	1201	L1-1.3	201	2	#12	#12	3M												
5	B-2 (BLOWER-2)	125	-	5.0	1201	L1-1.5	201	2	#12	#12	3M												
6	CF-1 (CHILLER FAN-1)	125	-	2	4900	PH-1.2	150	3	#12	#12	3M												
7	OD-1 (OUTDOOR UNIT-1)	ROOF	15	2.1	4900		400	3	#12	#12	3M												
8	CUH-1 (CABINET UNIT HEATER-1)	100	125	45	1201	L2-2.3	201	2	#12	#12	3M												
9	CUH-2 (CABINET UNIT HEATER-2)	121	125	21	1201	L2-1.3	201	2	#12	#12	3M												
10	FC-1 (FAN COIL UNIT-1)	123	-	2.73	2001	L2-1.3	150	2	#12	#12	3M												
11	FC-2 (FAN COIL UNIT-2)	102	-	0.28	2001	L2-1.3	150	2	#12	#12	3M												
12	FC-3 (FAN COIL UNIT-3)	103	-	0.29	2001	L2-1.3	150	2	#12	#12	3M												
13	FC-4 (FAN COIL UNIT-4)	104	-	0.29	2001	L2-1.3	150	2	#12	#12	3M												
14	FC-5 (FAN COIL UNIT-5)	105	-	0.28	2001	L2-1.3	150	2	#12	#12	3M												
15	FC-6 (FAN COIL UNIT-6)	106	-	0.29	2001	L2-1.3	150	2	#12	#12	3M												
16	FC-7 (FAN COIL UNIT-7)	107	-	0.24	2001	L2-1.3	150	2	#12	#12	3M												
17	FC-8 (FAN COIL UNIT-8)	109	-	0.3	2001	L2-1.3	150	2	#12	#12	3M												
18	FC-9 (FAN COIL UNIT-9)	119	-	0.36	2001	L2-1.3	150	2	#12	#12	3M												
19	FC-10 (FAN COIL UNIT-10)	113	-	0.24	2001	L2-1.3	150	2	#12	#12	3M												
20	UH-1 (UNIT HEATER-1)	112	1/8	3.5	1201	L1-1.4	201	2	#12	#12	3M												
21	UH-2 (UNIT HEATER-2)	112	1/8	3.5	1201	L1-1.4	201	2	#12	#12	3M												
22	UH-3 (UNIT HEATER-3)	112	1/8	3.5	1201	L1-1.5	201	2	#12	#12	3M												
23	UH-4 (UNIT HEATER-4)	112	1/8	3.5	1201	L1-1.5	201	2	#12	#12	3M												
24	UH-5 (UNIT HEATER-5)	112	1/8	3.5	1201	L1-1.6	201	2	#12	#12	3M												
25	UH-6 (UNIT HEATER-6)	112	1/8	3.5	1201	L1-1.6	201	2	#12	#12	3M												
26	P-1 (B-1 PUMP-1)	125	-	5.0	1201	L1-1.7	201	2	#12	#12	3M	MAG											
27	P-2 (B-2 PUMP-2)	125	-	5.0	1201	L1-1.9	201	2	#12	#12	3M	MAG											
28	P-3 (BLDG HOT WATER HEATING PUMP-1)	125	-	4.9	4900	PH-2.5(1)	150	3	#12	#12	3M	VTD											
29	P-4 (BLDG HOT WATER HEATING PUMP-2) STANDBY	125	-	4.6	4900	PH-2.5(1.2)	150	3	#12	#12	3M	VTD											
30	P-5 (WATER HEATING PUMP-1)	125	-	2.9	2001	L1-2	200	2	#12	#12	3M	VTD											
31	DD-1 (DOORHEAD DOOR-1)	112	-	0.5	1201	SEE DWG	201	2	#12	#12	3M												

**MOTOR SCHEDULE OBSERVATIONS:**  
 AUX = AUXILIARY CONTACTS, COMB = COMBINATION STARTER, EC = ELECTRICAL CONTRACTOR, FD = FUSED DISCONNECT, FRAC = FRACTIONAL, FURN = FURNISHED,  
 HC = HVAC CONTRACTOR, HVA = HAND OFF AUTO REACTOR SWITCH, INST = INSTALLED, MAG = MAGNETIC STARTER, MAL = MANUAL STARTER, MF = MANUFACTURER,  
 NFD = NON-FUSED DISCONNECT, PB = PUSHBUTTON, FC = PLUMBING CONTRACTOR, PL = PLEIGHT SWITCH, QTY = QUANTITY, TS = TOGGLE SWITCH, VTD = VARIABLE FREQUENCY DRIVE

**MOTOR SCHEDULE GENERAL NOTE:**  
 VERIFY ACTUAL MOTOR NAME PLATE DATA WITH DATA SHOWN ON THIS MOTOR SCHEDULE. FOR ANY DISCREPANCIES THAT ARISE, THE ELECTRICAL CONTRACTOR IS RESPONSIBLE TO NOTIFY ENGINEER FOR RESOLUTION. FAILURE TO DO SO RESULTS IN ELECTRICAL CONTRACTOR CORRECTING ANY AND ALL INSTALLATION DISCREPANCIES AT CONTRACTORS EXPENSE. ELECTRICAL CONTRACTOR IS RESPONSIBLE FOR PROVIDING THE NOTED EQUIPMENT LISTED UNDER "CONTROL INFORMATION".

**MOTOR SCHEDULE NOTES:**  
 1. UNIT PROVIDED WITH FACTORY INSTALLED "NFD". COORDINATE WITH HVAC CONTRACTOR.  
 2. PROVIDE NEMA 3R TYPE DISCONNECT ON OR NEAR UNIT.  
 3. ELECTRICAL CONTRACTOR TO CIRCUIT ALL FAN COIL UNITS AND BRANCH CIRCUIT CONTROLLER TO ONE (1) 200V/1PH BRANCH CIRCUIT BREAKER - (SEE VARIABLE REFRIGERANT FLOW SYSTEM SCHEMATIC ON SHEET H02). COORDINATE EXACT LOCATION AND REQUIREMENTS FOR FAN COIL UNITS AND BRANCH CIRCUIT CONTROLLER WITH HVAC CONTRACTOR.

- ### PLAN NOTES:
- ELECTRICAL CONTRACTOR TO PROVIDE 3-GANG JUNCTION BOX MOUNTED ON CEILING, FOR FUTURE ELECTRIC VEHICLE CHARGER CONNECTION, WITH 3/4" EMT CONDUIT WITH FULL STRING, ROUTE CONDUIT TO PANEL L1-1. COORDINATE EXACT MOUNTING LOCATION WITH THE OWNER.
  - ELECTRICAL CONTRACTOR TO PROVIDE SINGLE GANG WALL BOX WITH 3/4" EMT CONDUIT TO ABOVE ACCESSIBLE CEILING FOR THERMOSTAT (P.B.O.). REFERENCE HVAC DRAWINGS FOR ALL LOCATIONS. COORDINATE WITH THE HVAC CONTRACTOR.
  - SLAB TO HAVE IN-FLOOR HEATING SYSTEM. COORDINATE ANY IN-SLAB CONDUIT ROUTING WITH HVAC CONTRACTOR TO AVOID ANY CONFLICTS.
  - PROVIDE GFCI BREAKER FOR PANEL LISTED.
  - PROVIDE POWER AND CONTROL CONNECTIONS FOR OVERHEAD POWER DOOR OPERATOR. PUSHBUTTON CONTROL FURNISHED WITH DOOR. COORDINATE WITH THE OVERHEAD DOOR PROVIDER (L1 LOCATIONS).
  - ALL DEVICES AND CONNECTIONS WITHIN THE WASH BAY ROOM 120 TO BE WATER-TIGHT TYPE.
  - PROVIDE GFCI TYPE CONDUITS FROM ELECTRICAL ROOM 118 TO KDMA 1 PULL BOX MOUNTED ON ROOF DECK AT COLLARS 10' AND 10' FOR FUTURE PHOTOVOLTAIC FEEDS. PULL BOX TO BE MINIMUM 1 CU INCHES WITH SCREW COVERPLATE.
  - PROVIDE POWER AND CONTROL CONNECTIONS FOR AUTOMATIC POWER DOOR OPERATOR. PUSHBUTTON CONTROL FURNISHED WITH DOOR. COORDINATE WITH THE DOOR PROVIDER.
  - PROVIDE GROUND BAR AND CONNECT TO SERVICE GROUND. MOUNT AT APPROX. 7'0" A.F.F. (SEE DETAIL E070).
  - PROVIDE 120V POWER CONNECTION TO LOW VOLTAGE TRANSFORMER (P.B.O.) AND PROVIDE JUNCTION BOX AT EACH URINAL, WATER CLOSET AND FAUCET. COORDINATE LOCATIONS WITH THE PLUMBING CONTRACTOR. E.C. TO MOUNT TRANSFORMER ABOVE ACCESSIBLE CEILING.
  - PROVIDE POWER CONNECTION TO EACH FAN COIL CASSETTE UNIT (P.B.O.) MOUNTED IN THE CEILING. ALL UNITS CAN BE CONNECTED TO SAME CIRCUIT. PROVIDE NON-FUSED DISCONNECT ON OR NEAR EACH UNIT. TOTAL LOAD = 5.6A. 10 LOCATIONS.
  - PROVIDE NEMA 3R MANUAL TRANSFER SWITCH, AGCO #300 SERIES OR EQUAL.
  - PROVIDE RECEPTACLE FOR KRONOS TIME CLOCK (P.B.O.). COORDINATE HEIGHT AND LOCATION WITH THE OWNER.
  - PROVIDE POWER CONNECTION TO ODC PANEL (P.B.O.). COORDINATE WITH THE HVAC CONTRACTOR.
  - ELECTRICAL CONTRACTOR TO PROVIDE SINGLE GANG WALL BOX WITH 3/4" EMT CONDUIT TO ABOVE ACCESSIBLE CEILING FOR DESTRATIFICATION FAN CONTROLLER (P.B.O.). COORDINATE WITH THE HVAC CONTRACTOR EXACT LOCATION AND REQUIREMENTS.
  - PROVIDE MULTI-COMPARTMENT FLOOR BOX, HUBBELL. EXCESSIVE SPACES, OR EQUAL, WITH BLACK COVER PLATE AND SUB PLATES AS REQUIRED FOR DEVICES. (SEE SHEET E30) FOR ADDITIONAL DEVICES. COORDINATE LOCATION WITH THE OWNER PRIOR TO INSTALLATION.

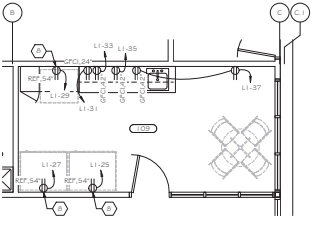


ELECTRICAL - POWER MEZZANINE FLOOR PLAN  
SCALE: 1/8" = 1'-0"

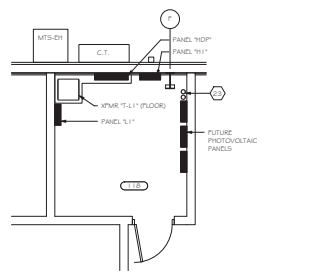
### SPECIAL OUTLET SCHEDULE

NO.	DESCRIPTION	LOCATION	AMPS	VOLT / Ø	CIRCUIT DATA		Ø WIRE - CU		GROUND WIRE - CU		CONDUIT SIZE	NOTES
					CIRCUIT NO.	BRK / POLE	QTY	SIZE	QTY	SIZE		
1	BCC-1 (BRANCH CIRCUIT CONTROLLER-1)	123	27.7	200V	L2-1.3	150	2	#12	1	#12	3M	
2	ODC-1 (ODC PANEL-1)	125	19.4	120V	L2-2	201	2	#12	1	#12	3M	
3	ODC-2 (ODC PANEL-2)	125	19.4	120V	L2-1.2	201	2	#12	1	#12	3M	
4	DF-1 (DESTRATIFICATION FAN-1)	101	16.9	120V	L2-7	201	2	#12	1	#12	3M	
5	DF-2 (DESTRATIFICATION FAN-2)	101	16.9	120V	L2-7	201	2	#12	1	#12	3M	
6	UPS (UNINTERRUPTIBLE POWER SOURCE)	113	19.6	200V	L2-4.6	200	2	#12	1	#12	3M	

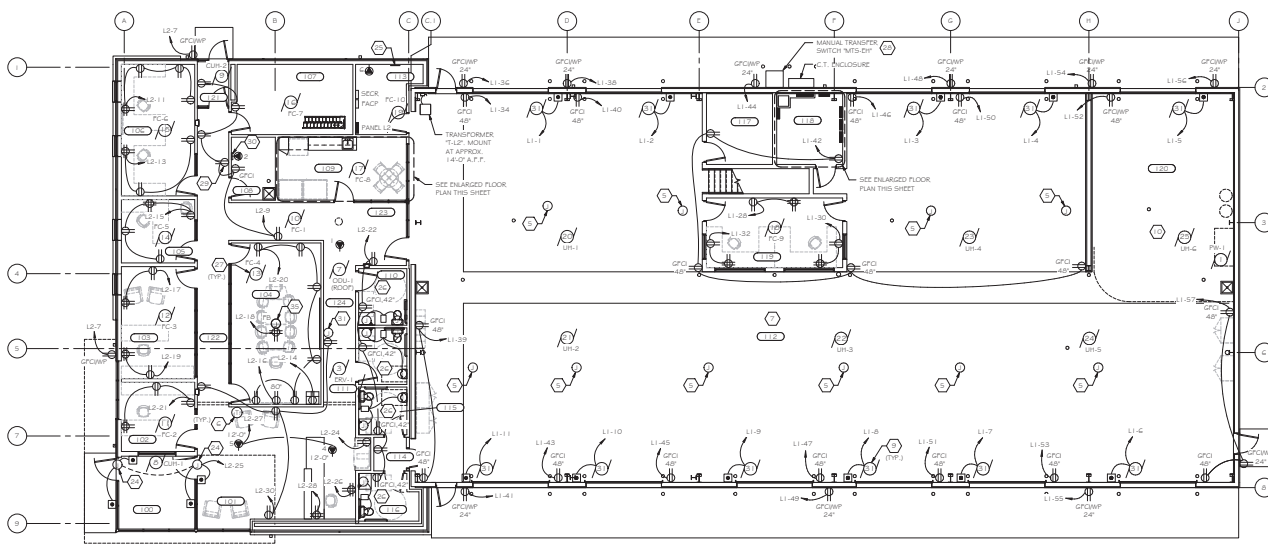
**SPECIAL OUTLET SCHEDULE NOTES:**  
 1. ONE (1) 15A BRANCH CIRCUIT - 200V/1PH - INTENDED TO SERVE ALL FAN COIL UNITS AND BRANCH CIRCUIT CONTROLLER (BCC-1).  
 2. FURNISHED BY OTHERS (P.B.O.).  
 3. E.C. TO PROVIDE RECEPTACLE AT CEILING FOR FAN. E.C. TO INSTALL TRAC SMART CONTROLLER (P.B.O.) FOR FANS. COORDINATE LOCATION WITH THE HVAC CONTRACTOR.



ELECTRICAL - POWER ENLARGED BREAKROOM FLOOR PLAN  
SCALE: 1/8" = 1'-0"



ELECTRICAL - POWER ENLARGED ELECTRICAL ROOM FLOOR PLAN  
SCALE: 1/8" = 1'-0"



ELECTRICAL - POWER FIRST FLOOR PLAN  
SCALE: 1/8" = 1'-0"



ELECTRICAL FEEDER SCHEDULE			
AMPERAGE	3 WIRE FEEDER	4 WIRE FEEDER	
15A 4 20A	3#12 4 1#12 GND - 3#4" C	4#12 4 1#12 GND - 3#4" C	
25A 4 30A	3#10 4 1#10 GND - 3#4" C	4#10 4 1#10 GND - 3#4" C	
40A	3#8 4 1#10 GND - 3#4" C	4#8 4 1#10 GND - 1" C	
50A	3#6 4 1#10 GND - 3#4" C	4#6 4 1#10 GND - 1" C	
60A	3#4 4 1#8 GND - 1" C	4#4 4 1#8 GND - 1" C	
80A	3#4 4 1#8 GND - 1" C	4#3 4 1#8 GND - 1" C	
100A	3#4 4 1#8 GND - 1" C	4#1 4 1#8 GND - 1" C	
125A	3#4 4 1#8 GND - 1" C	4#1 4 1#8 GND - 1" C	
150A	3#10 4 1#8 GND - 1" C	4#10 4 1#8 GND - 2" C	
200A	3#30 4 1#8 GND - 1" C	4#30 4 1#8 GND - 2" C	
225A	3#40 4 1#2 GND - 2" C	4#40 4 1#2 GND - 2" C	
250A	3#250 4#1#2 GND - 2" C	4#250 4#1#2 GND - 2" C	
400A	3#450 4#1#1 GND - (2) 3" C	4#450 4#1#1 GND - (2) 3" C	
600A	3#450 4#1#1 GND - (2) 3" C	4#450 4#1#1 GND - (2) 3" C	

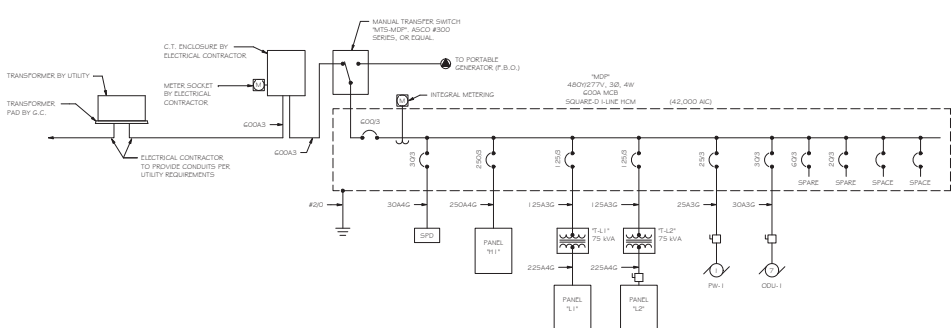
TRANSFORMER SCHEDULE						
ID	KVA	TYPE	PRIMARY VOLTAGE	SECONDARY VOLTAGE	WINDING CU/AL	MOUNT
T#1	75	G	480V/277V-30-4W	208V/120-30-4W	CU	F
T#2	75	G	480V/277V-30-4W	208V/120-30-4W	CU	W

NOTES:  
1. TRANSFORMER TYPES:  
B = BACK AND BOOST  
G = GENERAL TYPE, AS PER SPECIFICATIONS  
K-4 = TYPICAL HIGH HARMONIC  
K-13 = SEVERE HIGH HARMONIC  
M = HARMONIC MITIGATING

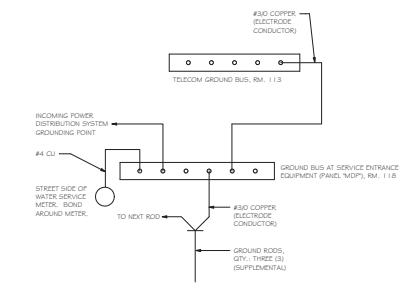
2. TRANSFORMER MOUNTING:  
F = FLOOR/CONCRETE PAD MOUNT  
S = SUSPENDED MOUNT  
W = WALLBRACKET MOUNT

PANEL: L1													
VOLTS: 120/208V		PHASES: 3		WIRE SIZE: 225A		MAIN TYPE: MCB		MARK RATING:		GROUND BUS: COPPER			
MOUNTING: SURFACE		A.I.C. RATING: 10,000		GROUND BUS: COPPER		MOUNTING: SURFACE		A.I.C. RATING: 10,000		GROUND BUS: COPPER			
MANUFACTURER: SQUARE D		TYPE/CATALOG NO.: HQ20-84 CXTS (SINGLE VERTICAL TUB)		MCB RATING: 225A		TYPE/CATALOG NO.: HQ20-84 CXTS (SINGLE VERTICAL TUB)		MCB RATING: 225A		TYPE/CATALOG NO.: HQ20-84 CXTS (SINGLE VERTICAL TUB)			
CRK	DESCRIPTION	T	AMP	P	A	B	C	F	AMP	T	DESCRIPTION	CRK	
1	OVERHEAD DOOR	20	A	1	117C	117C				1	20 A	OVERHEAD DOOR	2
3	OVERHEAD DOOR	20	A	1		117C	117C			1	20 A	OVERHEAD DOOR	4
5	OVERHEAD DOOR	20	A	1			117C	117C		1	20 A	OVERHEAD DOOR	6
7	OVERHEAD DOOR	20	A	1	117C	117C				1	20 A	OVERHEAD DOOR	8
9	OVERHEAD DOOR	20	A	1		117C	117C			1	20 A	OVERHEAD DOOR	10
11	OVERHEAD DOOR	20	A	1			117C	200		1	20 A	DOC PANEL	12
13	B-1 (BOLTER-1)	20	A	1	600	912				1	20 A	SP-1 4 2	14
15	B-2 (BOLTER-2)	20	A	1		600	912			1	20 A	SP-3 4 4	16
17	P-1 (B-1 PUMP-1)	20	A	1			600	912		1	20 A	SP-5 4 C	18
19	P-2 (B-2 PUMP-2)	20	A	1	600	0				1	20 A	SPARE	20
21	P-3 (BLOOR HEATING PUMP-1)	20	A	2		302	0			1	20 A	SPARE	22
23								302	0		20 A	SPARE	24
25	REFRIGERATOR ROOM 109	20	A	1	1000	360					20 A	RECEPTABLES IN MEZZANINE	26
27	REFRIGERATOR ROOM 109	20	A	1		1000	540				20 A	RECEPTABLES ROOM 119	28
29	REFRIGERATOR ROOM 109	20	A	1			1000	540			20 A	RECEPTABLES ROOM 119	30
31	MIDWINTER ROOM 109	20	A	1	180	540				1	20 A	RECEPTABLES ROOM 119	32
33	RECEPTACLE ROOM 109	20	A	1		180	180			1	20 A	RECEPTACLE ROOM 112	34
35	RECEPTACLE ROOM 109	20	A	1			180	180		1	20 A	WEST SIDE GARAGE EXTERIOR RECEPTACLE	36
37	RECEPTABLES ROOM 109	20	A	1	360	180				1	20 A	WEST SIDE GARAGE EXTERIOR RECEPTACLE	38
39	RECEPTABLES ROOM 112	20	A	1		360	180			1	20 A	RECEPTACLE ROOM 112	40
41	EAST SIDE GARAGE EXTERIOR RECEPTABLES	20	A	1			180	900		1	20 A	RECEPTABLES ROOMS 112, 117 AND 118	42
43	RECEPTABLES ROOM 112	20	A	1	180	180				1	20 A	WEST SIDE GARAGE EXTERIOR RECEPTACLE	44
45	RECEPTABLES ROOM 112	20	A	1		180	180			1	20 A	RECEPTABLES ROOM 112	46
47	RECEPTABLES ROOM 112	20	A	1			180	180		1	20 A	RECEPTACLE	48
49	EAST SIDE GARAGE EXTERIOR RECEPTABLES	20	A	1	180	180				1	20 A	RECEPTACLE ROOM 112	50
51	RECEPTABLES ROOM 112	20	A	1		180	180			1	20 A	RECEPTACLE ROOM 112	52
53	RECEPTABLES ROOM 112	20	A	1			180	180		1	20 A	WEST SIDE GARAGE EXTERIOR RECEPTACLE	54
55	EAST SIDE GARAGE EXTERIOR RECEPTABLES	20	A	1	180	180				1	20 A	WEST SIDE GARAGE EXTERIOR RECEPTACLE	56
57	RECEPTABLES ROOM 112	20	A	1		540	856			1	20 A	LIGHTING ROOM 112	58
59	LIGHTING ROOMS 117, 118, 119, AND 123	20	A	1			603	1070		1	20 A	LIGHTING ROOMS 112 AND 120	60
61	EXTERIOR BUILDING LIGHTING	20	A	1	547	360				1	20 A	EXTERIOR POLE MOUNTED RECEPTABLES IN EAST PARKING LOT	62
63	EXTERIOR SITE LIGHTING	20	A	1		57C	180			1	20 A	CAMERA POWER AT LIGHT POLES	64
65	SPACE							0	0			SPACE	66
67	SPACE					0	0					SPACE	68
69	SPACE					0	0					SPACE	70
71	SPACE						0	0				SPACE	72
73	SPACE					0	0					SPACE	74
75	SPACE					0	0					SPACE	76
77	SPACE					0	0					SPACE	78
79	SPACE					0	0					SPACE	80
81	SPACE					0	0					SPACE	82
83	SPACE					0	0					SPACE	84
		TOTAL LOADS:		11443 VA		1176C VA		10844 VA		COLUMN "T" = TYPE OF BREAKER: B=TYPE, C=CFCI, S=SPRINT			
		TOTAL AMPS:		92 A		99 A		50 A					

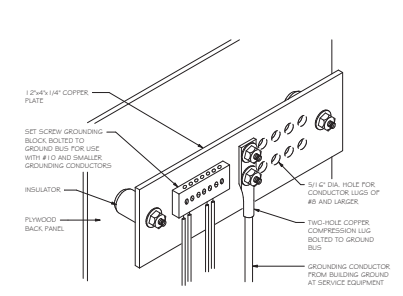
PANEL: L2														
VOLTS: 120/208V		PHASES: 3		WIRE SIZE: 225A		MAIN TYPE: MCB		MARK RATING:		GROUND BUS: COPPER				
MOUNTING: SURFACE		A.I.C. RATING: 10,000		GROUND BUS: COPPER		MOUNTING: SURFACE		A.I.C. RATING: 10,000		GROUND BUS: COPPER				
MANUFACTURER: SQUARE D		TYPE/CATALOG NO.: HQ20-84 CXTS (SINGLE VERTICAL TUB)		MCB RATING: 225A		TYPE/CATALOG NO.: HQ20-84 CXTS (SINGLE VERTICAL TUB)		MCB RATING: 225A		TYPE/CATALOG NO.: HQ20-84 CXTS (SINGLE VERTICAL TUB)				
CRK	DESCRIPTION	T	AMP	P	A	B	C	F	AMP	T	DESCRIPTION	CRK		
1	PAN COIL CASSETTE UNITS 4 BCC-1	15	A	2	1140	200				1	20 A	DOC PANEL	2	
3						1140	1000			2	20 A	UPS (UNINTERRUPTIBLE POWER SOURCE)	4	
5	CU-2 (CABINET UNIT HEATER-2)	20	A	1			62	1000					6	
7	EXTERIOR RECEPTABLES	20	A	1	360	360				1	20 A	DATA RACK (EAST DUPLEX ROOM 113)	8	
9	RECEPTABLES ROOMS 108, 121, AND 123	20	A	1		1060	360			1	20 A	DATA RACK (EAST DUPLEX ROOM 113)	10	
11	RECEPTABLES ROOM 106	20	A	1			900	720		1	20 A	RECEPTABLES ROOM 113	12	
13	RECEPTABLES ROOM 106	20	A	1	720	180				1	20 A	EQUIPMENT ROOM 104	14	
15	RECEPTABLES ROOM 106	20	A	1		900	180			1	20 A	RECEPTACLE FOR WALL MONITOR ROOM 104	16	
17	RECEPTABLES ROOM 103	20	A	1			540	360		1	20 A	FLOOR BOX DOUBLE DUPLEX RECEPTACLE ROOM 104	18	
19	RECEPTABLES ROOM 103	20	A	1	540	1060				1	20 A	RECEPTABLES ROOM 104	20	
21	RECEPTABLES ROOM 102	20	A	1		720	1060			1	20 A	RECEPTABLES ROOMS 110, 111, 114, 115, 116, AND 123	22	
23	CU-1 (CABINET UNIT HEATER-1)	20	A	1			62	180		1	20 A	COPER ROOM 101	24	
25	POWER DOOR OPERATORS ROOM 100	20	A	1	1000	360				1	20 A	DOUBLE DUPLEX RECEPTACLE ROOM 101	26	
27	SP-1 (DESTRATIFICATION PAN-1) AND SP-2 (DESTRATIFICATION PAN-2)	20	A	1		400	360			1	20 A	DOUBLE DUPLEX RECEPTACLE ROOM 101	28	
29	EXTERIOR SITE LIGHTING	20	A	1			384	720		1	20 A	RECEPTABLES ROOMS 101, 122, AND 124	30	
31	EXTERIOR BUILDING LIGHTING	20	A	1	199	1541				1	20 A	LIGHTING ROOMS 104,106,109, 113,121,124	32	
33	EXTERIOR SIGNAGE	20	A	1		500	875			1	20 A	LIGHTING ROOMS 100,101,103,105, 110,111,114, 116	34	
35	EXTERIOR POWER GATE	20	A	1			1000	7		1	20 A	EXIT SIGNS	36	
37	EXTERIOR POLE MOUNTED RECEPTABLES IN SOUTH PARKING LOT	20	A	1	360	180				1	20 A	CAMERA POWER AT LIGHT POLES	38	
40													40	
41													42	
43													44	
45													46	
47	SPACE	20	A	1		0	0			1	20 A	SPACE	48	
49	SPACE	20	A	1		0	0			1	20 A	SPACE	50	
51	SPACE	20	A	1			0	0		1	20 A	SPACE	52	
53	SPACE	20	A	1			0	0		1	20 A	SPACE	54	
55	SPACE	20	A	1			0	0		1	20 A	SPACE	56	
57	SPACE	20	A	1			0	0		1	20 A	SPACE	58	
59	SPACE	20	A	1			0	0		1	20 A	SPACE	60	
61	SPACE	20	A	1			0	0		1	20 A	SPACE	62	
63	SPACE	20	A	1			0	0		1	20 A	SPACE	64	
65	SPACE	20	A	1				0	0		1	20 A	SPACE	66
67	SPACE					0	0					SPACE	68	
69	SPACE					0	0					SPACE	70	
71	SPACE						0	0				SPACE	72	
73	SPACE					0	0					SPACE	74	
75	SPACE					0	0					SPACE	76	
77	SPACE					0	0					SPACE	78	
79	SPACE					0	0					SPACE	80	
81	SPACE						0	0				SPACE	82	
83	SPACE							0	0			SPACE	84	
		TOTAL LOADS:		8157 VA		8565 VA		5956 VA		COLUMN "T" = TYPE OF BREAKER: B=TYPE, C=CFCI, S=SPRINT				
		TOTAL AMPS:		71 A		74 A		50 A						



POWER DISTRIBUTION DIAGRAM  
NO SCALE



TYPICAL BUILDING GROUNDING DETAIL  
NO SCALE



GROUND BUS DETAIL  
NO SCALE





Approve the travel report - Vice-Chairman Brandon Stevens - Tribal Leaders Dinner - Washington, D.C. -

### Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve the travel report from Vice Chairman Brandon Stevens for the DSCC's Tribal Leaders Dinnner and other meetings in Washington, DC – April 27-29, 2022

4. Areas potentially impacted or affected by this request:

- Finance
- Law Office
- Gaming/Retail
- Other: *Describe*
- Programs/Services
- MIS
- Boards, Committees, or Commissions

5. Additional attendees needed for this request:

- Name, Title/Entity OR Choose from List*
- Name, Title/Entity OR Choose from List*
- Name, Title/Entity OR Choose from List*
- Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Brandon Stevens, Vice-Chairman

Primary Requestor: *Name, Title/Entity*

# BUSINESS COMMITTEE TRAVEL REPORT



**Travel Report for:** Brandon Stevens

**Travel Event:** Tribal Leaders Dinner - Democratic Senate Campaign Committee

**Travel Location:** Washington, DC

**Departure Date:** 04/27/2022      **Return Date:** 04/29/2022

**Projected Cost:** \$1,627.39      **Actual Cost:** \$2,143.31

**Date Travel was Approved by OBC:** 03/23/2022

## Narrative/Background:

PACE planned my schedule in order to support several key issues, including:

- Protection of the Indian Child Welfare Act
- Support for Tribal government tax parity proposals.
- Support for gaming tax regulation modernization.

In support of these efforts, the following meetings and receptions were attended:

### **Rep. Linda Sanchez (D-CA)**

Rep. Sanchez is a senior member of the House Ways & Means Committee, where she serves on the Subcommittee on Social Security (ICWA jurisdiction) and Subcommittee on Select Revenue Measures (Tribal tax jurisdiction). Sanchez is also the lead sponsor of legislation which must be enacted this year in order to prevent aspects of the Social Security program from expiring, which we view as a likely vehicle to include ICWA protection legislation.

### **Rep. Jimmy Panetta (D-CA)**

Rep. Panetta is a member of the House Ways & Means Committee. Panetta has no federally recognized Tribes in his district, so hearing directly from Tribal leaders is key to prioritizing the issue for him. He understood our request on ICWA and indicated that he would likely support after doing his own due diligence.

**Rep. Scott Fitzgerald (R-WI)**

Rep. Fitzgerald was not able to meet due to votes being called. We will reschedule with him in the future.

**Rep. Gwen Moore (D-WI)**

Rep. Moore is a senior member of the Wisconsin delegation and of the House Ways & Means Committee, where she serves on the Subcommittee on Social Security (ICWA jurisdiction) and Subcommittee on Select Revenue Measures (Tribal tax jurisdiction). Again, due to votes we were unable to visit with her, but we were able to meet with her staff, Izmira Aitch. Her staff agreed to let us use Gwen Moore's name in discussion with other Members of Congress as someone who is supportive of our ICWA legislation.

**Dinner with Majority Leader Chuck Schumer (D-NY) and Sens. Alex Padilla (D-CA), Mark Kelly (D-AZ), Baldwin (D-WI), and Ben Ray Lujan (D-NM)**

Sen. Schumer serves as the Senate Majority Leader, determining which bills are considered on the floor and playing a major role in negotiations within the Senate, with the House, and with the White House.

Sen. Baldwin has long been supportive of Tribal issues, recently securing more than \$600,000 to strengthen Oneida's public safety preparedness following the 2021 casino incident. Baldwin serves on the Appropriations Committee and the Commerce, Science, and Transportation Committee. Senator Baldwin was thankful for the support the Oneida Nation has extended to both her and her colleagues via the DSCC.

Sen. Padilla is a longtime Tribal ally and recently raised the federal trust responsibility during Supreme Court Justice Ketanji Brown Jackson's confirmation hearings. Padilla serves on the Judiciary Committee, where he was a leader in ensuring Tribal issues were addressed in the Violence Against Women Act.

Sen. Kelly was elected after a close special election contest in 2020. He has made a strong effort to become acquainted with Tribal issues, dating back to attending the 2019 NCAI convention, and is working with Arizona Tribes to address water and fee to trust issues.

Sen. Lujan is the co-chair of the Senate Democrats Tribal Engagement team and serves on the Senate Committee on Indian Affairs.

**Reps. Tom Cole (R-OK) David Joyce (R-OH) and Guy Reschenthaler (R-PA)**

Rep. Cole, a Chickasaw member, has been the strongest voice in Congress for Tribal governments for decades. He is a senior member of the Appropriations Committee and Ranking Member of the Rules Committee.

Rep. Joyce serves as Ranking Member of the Interior Appropriations subcommittee, where he has overseen dramatic increases in IHS, BIA, BIE, and other tribal programs.

Rep. Reschenthaler serves on the Appropriations Committee and is lead Republican sponsor of the SLOT Act.

We had productive visits with all three members, discussing the proposed ICWA changes in detail. Support was agreed to by all.

**United States Senator Tammy Baldwin**

Senator Baldwin represents the Oneida nation and has been a long time supporter of tribal issues and sovereignty. She has been working closely with the tribe to develop legislation supporting the protection of ICWA. Unfortunately, she does not sit on the Senate Committee that has jurisdiction over the legislation, but she will be a useful ally and champion in helping us secure support on the Committee.

The meeting itself focused entirely on ICWA and we were able to bring the Senator's new staffer up to speed on the issue and our proposal. Senator Baldwin recommitted to helping however she can, and talked candidly about different potential legislative vehicles to getting the bill enacted before the end of the year.

**Nathan Heiman, office of United States Senator Jerry Moran (R-KS)**

This meeting was held to discuss education matters relating to the Haskell Indian Nations University. Sen. Moran is a senior member of the Indian Affairs Committee and a longtime supporter of Haskell. His staffer discussed potentially moving amendments to Haskell's charter in the next farm bill, and demonstrated a deep knowledge of the issues facing Haskell and support for additional flexibility and/or solutions to helping Haskell get more stable funding.

**Congresswoman Sharice Davids**

Congresswoman Davids is a Ho-Chunk citizen and is the co-chair of the Congressional Native American Caucus. This meeting focused on the ICWA fix and how the Congresswoman can help get this done quickly. While she remains supportive, she asked that we give her more time to decide on the best path forward with the legislation - to introduce it as a stand alone bill or work with the Ways and Means Committee to simply have it included in another bill.

**MI State Senator Adam Hollier**

State Senator Hollier is a citizen of the Muscogee Creek Nation and is running for Congress to represent a portion of the City of Detroit. The meeting was a political fundraiser, but we had the opportunity to discuss ICWA and other pressing issues for the Nation.

**Congressman Ron Kind (D-WI)**

A senior member of the House Ways and Means Committee, Kind has been the primary author of legislation to bring tribes and states/local governments on equal footing with respect to a series of tax provisions. We thanked him for his efforts and learned from him as to what he believes will be the best path forward for the legislation. We also talked with him about supporting the ICWA, something he appears willing to be helpful on.

**Congresswoman Judy Chu (D-CA)**

Chu is also a senior member of the House Ways and Means Committee, serving on the subcommittee with direct jurisdiction over the implementation of the Indian Child Welfare Act. After learning about the proposal she agreed to work with the House Legislative Counsel to have our language drafted into bill form and also agreed to take a leadership position in pushing the amendment forward.



**Congressman Mike Gallagher (R-WI)**

Due to votes being canceled for Friday, the Congressman was no longer in Washington, DC and we briefed the Congressman's staff on our issues. Scott will follow up.

**PaaWee Rivera, White House Tribal Liaison**

PaaWee Rivera serves as the primary point of contact and advocate for tribes within the White House. PaaWee was joined by two colleagues, one who was, by happen-stance, very familiar with Oneida and the village of Hobart issues and who was in charge of the White House's efforts on the ICWA defense (he is a detailee from DOJ, so he provides the White House with summaries and updates from DOJ and visa versa). The other staffer is the main staffer who is responsible for putting together President Biden's briefing binders, and she was present to better understand the ICWA issue so that she can ensure it gets to the President in a format that is most effective.

The discussion centered around our legislative proposal to address the anti-commandeering issue. They seemed supportive and appreciated being looped into our efforts. We also discussed the White House's new budget request which included mandatory funding for the IHS. Overall they agreed to continue discussion and working together to protect ICWA

**Andrw Gradison, Subcommittee on Worker and Family Support, Committee on Ways and Means, Republican staff**

Unfortunately, the minority staff took the position that our suggested language would have a substantial impact on the work of the states charged with implementation of new law and that the Ways and Means Committee is not the proper committee to address the needed change. PACE is working with NICWA staff to develop responses to the objections raised and we anticipate meeting with more senior staff in the near future.

**Receptions Attended****Reception with Congressman Hakeem Jeffries**

Rep. Hakeem Jeffries is considered by many to be the most likely candidate to lead the Democratic Party after Speaker Pelosi steps down. This meeting provided him with a broad overview of the various issues Vice Chairman was in town to discuss, as well as a number of unrelated anecdotal conversations. For example, I explained how the Oneida Nation has helped members build generational wealth through their home-buying assistance system, which was relevant because Rep. Jeffries district in New York faces similar housing and generational wealth challenges.

**DCCC Dinner with Speaker Pelosi, DCCC Chairman Maloney and Congressmembers Davids (KS), Huffman (CA), Kildee (MI), Leger Fernandez (NM), Moore (WI), Ruiz (CA), Stansbury (NM), Stanton (AZ), Thompson (CA)**

The dinner was remarkable in one primary capacity, which was that tribal leaders were actually outnumbered by Members of Congress. This demonstrates the importance that the Democratic Party ascribes to tribal nations and provided an excellent platform for us to close out the week with our issues. I made sure to thank Speaker Pelosi personally for all of her work to secure the \$20 billion in funding for tribal nations in the American Rescue Plan, highlighting how impactful and helpful that was in weathering the pandemic.

**Item(s) Requiring Attention:**

[Click here to enter text.](#)

**Requested Action:**

Approve the travel report from Vice Chairman Brandon Stevens for the DSCC's Tribal Leaders Dinner and other meetings in Washington, DC - April 27-29, 2022

Approve the travel report - Vice Chairman Brandon Stevens - Democratic Congressional Campaign...

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## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Approve the travel report from Vice Chairman Brandon Stevens for the Democratic Congressional Campaign Committee's Tribal Policy Retreat in Palm Springs, CA - September 8-10, 2022

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Brandon Stevens, Vice-Chairman

Primary Requestor: *Name, Title/Entity*

# BUSINESS COMMITTEE TRAVEL REPORT



**Travel Report for:** Brandon Stevens  
**Travel Event:** Democratic Congressional Campaign Committee's Tribal Policy Retreat  
**Travel Location:** Palm Springs, CA  
**Departure Date:** 09/08/2022 **Return Date:** 09/10/2022  
**Projected Cost:** \$2,350.69 **Actual Cost:** \$2,400.51  
**Date Travel was Approved by OBC:** 08/24/2022

## Narrative/Background:

I attended the organization's Tribal Policy Retreat in Palm Springs.

The event included three policy panel discussions, one political update, a lunch, a dinner and breakfast with Speaker Pelosi.

## Self Governance in the aftermath of *Castro-Huerta*

Congressman Raul Ruiz (D-Palm Springs), Congresswoman Melanie Stansbury (D-Albuquerque) and Congresswoman Betty McCollum (D-St. Paul, MN) primarily focused on what Congress should do about the decision, including proposals to restore all criminal jurisdiction to tribes, hire more federal law enforcement officers, and address P.L. 280.

## Indian Child Welfare Act/Brackeen

Congresswoman Judy Chu (D-Glendale, CA), Congressman Ruiz and Congresswoman McCullum held a panel on the importance of ICWA and what Congress can do to strengthen it. Congresswoman Chu talked about her legislation, which received broad and unanimous support from the tribal leaders in the room. Chairman Martin from Morongo and I were asked to give opening thoughts on the topic, and I shared the Nation's work on this issue and the tragic history of native children in foster care.

## Political Update

DCCC Chairman Sean Patrick Maloney (D-Hudson Valley, NY) and Abby Powell (Dep. Director of the House Majority SuperPAC) gave an update on the investments DCCC and HMP are making to support candidates that are critical to Indian Country, including Sharice Davids.

#### Infrastructure

Congressman Ruiz, likely incoming Transportation and Infrastructure Committee Chairman/Ranking Member Rick Larsen, and Congressman Salud Carbajal (D-Santa Barbara) discussed the Bipartisan Infrastructure Bill and advised tribes on which program/funding opportunities may be of interest to them.

#### Breakfast with Speaker Pelosi, House Democratic Caucus Chairman Hakeem Jeffries, Members of the Caucus

After the conclusion of the policy portion of the event, Speaker Pelosi capped off the weekend with a comprehensive speech about her commitment to Tribal issues and the strong support she has heard for ICWA and the Chu bill. In our conversation after her speech, she committed to trying to move the legislation this year.

#### Item(s) Requiring Attention:

[Click here to enter text.](#)

#### Requested Action:

Approve the travel report from Vice Chairman Brandon Stevens for the Democratic Congressional Campaign Committee's Tribal Policy Retreat in Palm Springs, CA - September 8-10, 2022.



Approve the travel report - Councilwoman Marie Cornelius - Packers VIP trip - London, U.K. - October...

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve the Travel Report for Councilwoman Marie Cornelius for Councilwoman Marie Cornelius who attended the Packers VIP Trip to London, England October 04th – 10th, 2022

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

- |  |  |
|--|--|
| <input checked="" type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                                | <input type="checkbox"/> Not Applicable          |
- Other: Expenses paid for by the Green Bay Packers Organization – Meals came out of the Individuals Travel Budgets.

**8. Submission:**

Authorized Sponsor: Marie Cornelius, Councilmember

Primary Requestor: (Name, Title/Entity)



## Memorandum

To: Oneida Business Committee

From: Marie Cornelius, Councilwoman

Date: 10/18/2022

Re: Travel Report - VIP Packers Trip – London, England – October 4-10, 2022

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The GB Packers organization extended two (2) all-expense paid trips (excluding meals) to a few of their strategic partners to attend the London Packer Game in London, U.K. on Oct. 4-10, 2022; and Marie Cornelius (formally Summers) was selected to attend. During the trip, Marie was introduced to the VP of Marketing & Retail Development of the CHS (Cenex), the Chief Customer Officer and the Market Unit President of Coca Cola, and the President & CEO of Molson Coors. Through these introductions and time spent during the trip, Marie was able to share a general overview of the uniqueness of Indigenous Nations, sovereignty status, and the importance of Treaties. She was also able to provide some understanding of their relationship with the dominant government. The information she shared was educational and very new to these high-level executives. In addition, she also discussed other topics such as the labor shortages in Oneida Nation and in the country, how covid-19 impacted the Oneida community, and lastly, the onboarding processes and the challenges that all employers are having across the country, including Oneida Nation

# BUSINESS COMMITTEE TRAVEL REPORT



**Travel Report for:**

Choose a Traveler Name  
Marie Cornelius,  
Councilmember

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

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

**Travel Event:**

Packers VIP Trip

**Travel Location:**

London, England

**Departure Date:**

10/04/2022

**Return Date:**

10/10/2022

**Projected Cost:**

\$858

**Actual Cost:**

\$858

**Date Travel was Approved by OBC:**

09/14/2022

### Narrative/Background:

Chairman Tehassi Hill and Councilwoman Marie Cornelius attended the October 9<sup>th</sup>, 2022 Packers vs. Giants game held in London. All accommodations were paid for by the Packers, with the exception of meals that was paid for out of the individual travel budget.

### Item(s) Requiring Attention:

[Click here to enter text.](#)

### Requested Action:

Approve and Close out the Travel Report for Councilwoman Marie Cornelius who attended the Packers VIP Trip to London, England October 04<sup>th</sup> -10<sup>th</sup>, 2022.

## Oneida Business Committee Agenda Request

### Travel Request Cover Memo

**Event Name:** Packers VIP Trip

**Location:** London

**Departure/Return Date:** 10/04/2022 – 10/10/2022

**Budget Information:**

**Cost Estimate:** \$858 per attendee (per diem)

**Justification:** Gaming General Manager, Louise Cornelius, received an invitation for a VIP trip, for a small group of the Packers most important sponsors. Louise unable to attend, extended the offer to Oneida's Government Officials. The Business Committee discussed who should attend this all-paid VIP trip and it was decided amongst them that Chairman Hill and Councilmember Cornelius (formerly Summers) would attend. This is an opportunity for them to network and build face to face relationships. Chairman Hill and Council member Cornelius will represent the Nation, enhancing the Nation's image, making Oneida more visible, making connections and long-lasting networking relationships. This travel will benefit the Nation as we look forward to finding new approaches, solutions, and opportunities.

Included with this invitation:

- Airfare: Business class roundtrip airfare from WI to London
- Hotel Accommodations: Tuesday-Monday (October 4-10) at the Grosvenor House, London
- Special Events throughout the weekend in London
- Game tickets to the Packers vs. Giants game on Sunday, October 9 @ 2:30pm London time

\*Per diem for any meals not included will come out of Chairman Hill and Councilwoman Cornelius's travel budget.



We are looking forward to hosting you and your guest in London this October! Please find some high level trip details below. Please note that we are looking to have your travel information no later than Friday, June 17.

#### TRAVEL DATES & ITINERARY

Tuesday, October 4 – Monday, October 10, 2022

**Tuesday, October 4:** Overnight flight to Edinburgh, Scotland

**Wednesday, October 5:** Arrive in Scotland

- Arrival and private welcome reception at St. Andrews
- Group will stay overnight at Old Course Hotel at St. Andrews

**Thursday, October 6:** Golf at Kingsbarn at St. Andrews (8am tee time)

- After golf, group will depart to train station for evening train to London
- Arrival in London that evening

**Friday, October 7:** Full day in London

- Double-decker bus tour of London (optional)
- Group dinner that evening

**Saturday, October 8:** Full day in London

- Packers Pep Rally from 12-2pm (optional)
- Private reception at the Tower of London

**Sunday, October 9:** Gameday!

- Pre-game tailgate party
- Packers vs Giants at Tottenham Hotspur Stadium

**Monday, October 10**

- Depart for return flights

#### ACCOMMODATIONS

Hotel Accommodations will be provided for five nights:

- Scotland: Old Course Hotel at St. Andrews (night of Oct. 5)
- London: JW Marriott Grosvenor House (nights of Oct. 6-9)

#### TRAVEL DETAILS

Please review and fill out the Guest Travel Information form sent with this invite. Please return no later than June 17, 2022.

#### MISCELLANEOUS DETAILS

- All travel, accommodations, events and game tickets will be provided by the Packers.
- Itinerary is subject to change. Final trip details will be sent in September.
- The Packers will monitor all Covid-19 travel requirements and will share guidelines for all guests closer to the trip.



### Oneida Business Committee Travel Request

Approve the travel request - Chairman Tehassi Hill and Councilwoman Marie Cornelius - Packers VIP trip

1. **OBC Meeting Date Requested:** 09 / 14 / 22  e-poll requested

#### 2. General Information:

Event Name: Packers VIP Trip

Event Location: London Attendee(s): Tehassi Hill

Departure Date: Oct 4, 2022 Attendee(s): Marie Cornelius

Return Date: Oct 10, 2022 Attendee(s):

#### 3. Budget Information:

- Funds available in individual travel budget(s)
  - Unbudgeted
  - Grant Funded or Reimbursed
- Cost Estimate: \$858 per attendee

#### 4. Justification:

Describe the justification of this Travel Request:

Chairman Tehassi Hill and Council member Marie Cornelius were invited to attend the October 9, 2022 Packers game against the New York Giants at the Tottenham Hotspur Stadium in London. Travel dates are Oct. 4-10, 2022 and all travel accommodations will be paid for. Note that per diem will come out of each attendee's travel budget.

This is an opportunity to network and build face to face relationships. Chairman Hill and Council member Cornelius will represent the Nation, enhancing the Nation's image, making Oneida more visible, making connections and long-lasting networking relationships. This travel will benefit the Nation as we look forward to finding new approaches, solutions, and opportunities.

#### 5. Submission

Sponsor: Tehassi Hill, Chairman

- 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)

Accept the Emergency Management After Action Report regarding the June 15, 2022, Severe Weather...

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: All areas of the Nation

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

- |   |  |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Kaylynn Gresham, Emergency Management Director

Primary Requestor: \_\_\_\_\_



Oneida Nation  
Office of Emergency Management  
2783 Freedom Road, Oneida WI 54155  
920-869-6650, c-920-366-0411  
[kgresham@oneidanation.org](mailto:kgresham@oneidanation.org)

TO: Oneida Business Committee  
FM: Emergency Management Director  
SUB: Recommendations for Improvement – AAR 6-15-2022  
DATE: October 18, 2022

This memo is to provide recommendations of needed improvements that were identified within the After-Action Report (AAR) for the June 15, 2022, Severe Weather Event.

### **Background**

The AAR reviewed four (4) Core Capabilities Performances:

1. Operational Coordination,
2. Operational Communication,
3. Public Information, and
4. Warning and Mass Care.

Within each Core Capability review, recommendations for improvement were provided to address the gaps/deficiencies that were identified during the Hot Washes of the 6-15-2022 Storm. An Improvement Plan (IP) for the overall event was also attached to the AAR.

### **Recommendation**

It is the recommendation of the Emergency Management Director (Director) that the Oneida Business Committee (OBC) review the suggested improvements and assign the identified tasks listed within the recommendations and the IP to the Emergency Management Operations Team (EMO Team).

- The EMO Team is identified within the Emergency Management Law (Law) to assist the Director in the implementation of the provisions of the Law or assist in the developments of any necessary plans.
- The SOP establishing the expectations and defining the necessary members of the EMO Team is being reviewed by the Legislative Operating Committee. The goal is to have the members of the Emergency Management Operations Team identified within the next month, and a calendar set for monthly meetings beginning January 2023.

Several of the recommended changes within the AAR are already in progress therefore, the Director further recommends the OBC require areas identified within the Emergency Response Plan as critical areas for Response, provide updates in their regular reporting

to the OBC on the progress their area has made in addressing the suggested improvements within the AAR and IP. Regularly providing updates assists with keeping the OBC and the Oneida Community informed on the progress of addressing the recommended improvements.

- The areas identified in within the Emergency Response Plan include:
  - Emergency Management
  - Communication and Intergovernmental Affairs
  - Oneida Police Department and Security Department
  - Governmental Services Division
  - Comprehensive Health and Public Health
  - Department of Public Works and Utilities Department
  - Comprehensive Housing
  - Aging and Disability Services
  - Environmental, Health, Safety, Land and Agriculture Division
  - Finance and Purchasing
  - Transportation and Shuttle Departments
  - Digital Technology Services
  - Gaming and Retail Divisions
  - Human Resources Department

Thank you for your consideration of this request.

Kaylynn Gresham  
Director Emergency Management Oneida Nation

# Oneida Nation Severe Weather Event Response Summary of Findings Incident Date: 6-15-22 thru 6-19-2022



## AFTER ACTION REPORT/ IMPROVEMENT PLAN

Prepared by: Emergency Management Director

Kaylynn Gresham



## Incident Overview

**Incident Name:** 6-15-2022 Storm Response

**Incident Date/Time/Location:** Wednesday June 15, 2022 around 7 pm the Oneida Nation Reservation was impacted by a Tornado and Straight-Line Winds.

**Incident Hazard or Threat:** Severe Weather – Tornado

**Incident Summary:** On Wednesday June 15, 2022 at approximately 7 pm the Oneida Nation Reservation was impacted by a Severe Weather event that included a Tornado and Straight-Line Winds. The Severe Weather caused downed trees and powerlines, which made several roads impassable and caused a prolonged power outage that lasted for four (4) days.

On June 15, 2022 at approximately 2:40 pm Emergency Management provided the most current EOC Activation Roster to all the contacts listed and Virtually activated the EOC in anticipation of the Severe Weather. The Oneida Police Department immediately began receiving calls reporting power outages and downed trees. Oneida Nation Police Dispatch, Emergency Management and Division of Public Works immediately began to coordinate to respond to request for assistance from Community Members.

Due to the time of the Severe Weather event and the level of damage that occurred it was difficult to provide an assessment of the situation. Police Officers and employees from the Division of Public Works were on the roads ways immediately after the event attempting to assess the situation. There were several roads that were impassable and inaccessible due to trees being downed across the roadways with powerlines tangled within the trees.

Emergency Management contacted WPS and WE Energies to inquire about project power restoration. Due to the level of damage the initial estimate provided was 24 to 36 hours. Emergency Management followed the Nation's Emergency Response plans and coordinated response initiatives with several different departments/areas of the Nation to begin response to the storm.

Storm clean-up began the next day June 16, 2022 at approximately 6 am. Division of Public Works provided damage assessments of areas that were accessible to Conservation and Forestry. Assistance was provided to community members for tree and debris removal based on the Priority Category of the damage that occurred. Conservation and Forestry received over 150 work orders as a result of the storm.

Most of the communication that occurred during response to this storm was via phone and email. As a result of the power outage several community members and employees were unable to receive email or social media information. Oneida Nation Communications Department provided an abundance of messaging to the community on the Nation's Facebook Page, several emails to employees and continual calls to departments and areas for situational updates as they were available.

Emergency Management coordinated with the Chairman and requested that the Oneida Nation organization and Oneida Nation Health Center be closed on June 16, 2022. A RAVE Alert was sent out at approximately 7:30 am, notifying employees of the closure. At 3:15 pm on June 16, 2022 Emergency Management sent the Oneida Business Committee a request to Declare a Disaster due the amount

debris and downed trees across the Reservation and the estimated time of restoration for power from WPS and WE Energies. The Oneida Business Committee did approve the request for the declaration.

Emergency Management coordinated with several different departments, areas and entities of the Nation to provide resources to the Oneida Community as outlined in the Emergency Response Plan. Resources that were needed that were not outlined or listed in the plan, were addressed as they became realized.

The total operation time of this event was approximately 96 hours. Power was fully restored within the Nation's boundaries at approximately 7 pm on Sunday 18, 2022. This is the largest Severe Weather event to impact the Oneida Nation in over a decade. The departments, areas and entities involved in the response to this storm all followed the Nation's Emergency Response Plan, the employees of the Nation went above and beyond to provide resources and support to the Oneida Nation Community to the best of their ability as quickly as they could provide them, with the resources available.

**After Action Debriefing Report:** The purpose of this document is to provide an analysis of the management, response and recovery of the Severe Weather event that occurred on June 15, 2022. Departments, areas and entities involved in the response and recovery of the event discussed the outcomes through in-person and virtual debriefings held on June 20, June 24 and August 22, 2022.

The debriefing and feedback forms allowed an opportunity to solicit feedback and collect response data to validate processes that worked and identify areas of improvement for processes that were not effective and provide recommendations to enhance these areas. These identified strengths, areas for improvement and suggested corrective actions are captured in this After-Action Report (AAR) and associated Improvement Plan (IP) Matrix.

**Major Strengths:** Beginning the evening of June 15, 2022 continuing through the time of this report the Oneida Nation has continue to be in recovery mode from the impact of the Severe Weather Event that occurred. The major strengths identified in response to this event is the willingness of employees to work together and follow the Emergency Response Plans that are in place. The Oneida Nation has SOP's and EAP's for their buildings and departments which are updated on a regular basis. The desire and drive of the Oneida Nation employees to serve and protect the Oneida Nation Community members and other employees is very strong. The efforts put forth and the decisions made were evident of this desire and drive. The Oneida Nation has financial resources and infrastructure to provide emergency response capabilities to the community.

**Areas for Improvement:** In general, the areas for improvement identified in the debriefings were communication, operational coordination and mass care, all of which should be addressed with further education, planning and training. Comments from the debriefings consistently stated that more communication from the EOC to the response areas would have assisted in providing a common operating picture and situational awareness to all departments, areas and entities involved in the response and recovery from the impacts of the storm. Operational coordination did occur, however had there been regularly schedule meetings to provide status updates and discuss needs the coordination could have gone smoother. Communication to the public, community members and employees was not as successful as it could have been. Although situational updates and information about resources were communicated via RAVE, Facebook and the Nation's website consistent statements were made about miscommunication and/or no communication. The Nation has seasoned staff in several departments

and areas that were involved in the response and recovery of this event, however the Nation also has staff that are new to their positions and were not aware of how to respond to the event. Although training is NIMS and ICS is mandated by OBC Resolution not all employees have taken the mandated training. The lack of training and education in emergency response impacted the way in which decisions were made and the speed at which resources were provided and/or requested. Mass Care services were provided to the Oneida Community and employees, however due to lack of education and training of employees in several areas that are responsible to respond when Mass Care is needed, many of the resources provided were delayed.

## SECTION 1: EVENT OVERVIEW

### EVENT DETAILS:

**Event Name**

Oneida Nation Severe Weather Response 6-15-2022

**Event Type**

Severe Weather – Tornado

**Event Start Date**

June 15, 2022

**Event End Date**

Response continues as debris removal is still in progress.

**Duration**

Initial Storm and Emergency Response activities occurred June 15, 2022 through June 19, 2022. Debris clean-up is still on-going.

**Location**

Oneida Nation Reservation and surrounding jurisdictions

## Analysis of Incident Core Capability Performance

Aligning incident objectives and core capabilities provides a consistent taxonomy for evaluation that transcends individual events to support preparedness reporting and trend analysis. A summary of the incident core capabilities performance ratings (P, S, M, U) as evaluated in the event after action debriefings are listed below.

### Operational Coordination

- S** - Unified Command was established in a timely and efficient manner.
- M** - The EOC was activated and used as outlined in ERP.
- M** - Coordination and communication occurred between Unified Command and all response areas to maintain situational awareness.
- S** - Appropriate communication occurred between the Oneida Nation Organization and the Oneida Community.

### Operational Communication

- M** - Departments/areas were requested or notified in a timely manner of the incident. Appropriate information was received to respond.
- S** - Interoperable communications (i.e., radio, phone, video, email, ect.) were established and maintained between all involved departments/areas.

### Public Information and Warning

- S** - Coordinated, prompt, reliable and actionable information was developed and disseminated through multiple methods to the impacted populations, general public and social media.

### Mass Care

- S** - Resources (i.e., cooling/charging station, food, water, ect.) were available to support impacted populations and provide a safe gathering location.

## Core Capabilities Performance: Rating definitions

**Performed without challenges (P)** objectives were effectively performed and conducted in accordance with applicable plans, procedures and laws.

**Performed with some challenges (S)** objectives were achieved and conducted in accordance with applicable plans, procedures and laws. However, opportunities to enhance effectiveness and/or efficiency were identified.

**Performed with Major Challenges (M)** objectives were achieved, but some or all of the following were observed: demonstrated performance had a negative impact on the performance of other objectives; contributed to health/safety risks for public or response workers; and/or was not conducted in accordance with applicable plans, procedures and laws.

**Unable to be performed (U)** objectives were not able to be achieved or the objectives were not completed due to safety considerations/decisions.

**Core Capability: Operational Coordination**

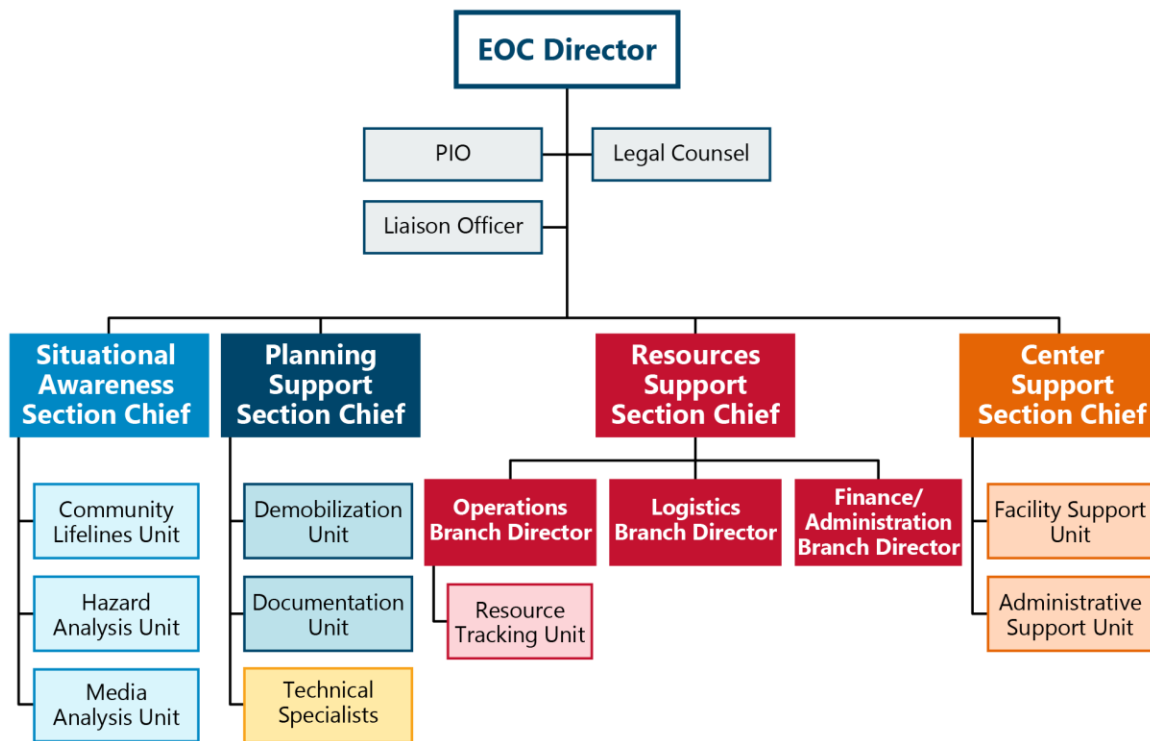
**Description:** Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

**Objective(s)/Task(s):**

- ✓ Unified command was established in a timely, efficient manner.
- ✓ The Emergency Operations Center (EOC) was requested, activated and supported the emergency response and recovery. The EOC included appropriate personnel.
- ✓ Coordination and communication occurred between Unified Command and EOC and responding areas to maintain situational awareness.
- ✓ Appropriate coordination occurred between tribal agencies.

**Analysis and Key Observations:** The Incident Command System (ICS) is a standardized, all-hazards incident management approach to command, control and coordination of on-scene incident management. It provides a common hierarchy within which personnel from multiple areas/organizations can be effective. Appropriate use of ICS can help to ensure the safety of responders, efficient use of resources, span of control, accountability and practical operations control.

The Oneida Nation uses the Incident Support Model (ISM) of the standard ICS. Through the utilization of the ISM the Oneida Nation provides the ability to respond to an emergency or disaster using the required departments and areas to effectively and efficiently respond to the incident at hand.



For the severe weather, Tornado response, the EOC was initially activated virtually Wednesday afternoon before the storm impacted the Oneida Nation Reservation. There was not any additional communication between Emergency Management and the departments and areas that were notified of the activation of the Microsoft Teams EOC Group. Due to the immediate Power Outage and Internet Outage caused by the storm, communication was difficult at best. An additional challenge was that several members of the EOC Activation team and employees in critical decision-making positions had emergency situations of their own to deal with due to the power outages.

Most of the communication during the response to the incident occurred via telephone or in-person. The Emergency Management Director coordinated with several departments and acted as the Liaison for the incident with Communications. The EM Director provided regular updates to the Communications Director who then provided updated information to employees and the community via email and social media.

It was not clear to several departments who they were to contact about response to the incident. The Emergency Management Director acted both in the capacity of the EOC Director and the Incident Commander for this incident. Emergency Management does not typically take on Incident Command roles and responsibilities but instead provides support to the command structure as requested. The Emergency Management Director should have assumed only one role for the incident which was EOC Director. As the EOC Director the Emergency Management Director was responsible for holding regular briefings and providing updates and situational awareness to the EOC Activation Team. The EM Director did not hold regular briefings with the EOC Activation Team as a whole, the EM Director coordinated response and provided updates via email and cell phone communications directly with the areas assisting with the response and providing support for the response efforts to the event.

On several occasions the lack of understanding of protocols and responsibilities of the areas/departments of the Nation that provide support in response to an emergency or disaster accessing capabilities was initially challenging. After discussion with Emergency Management and the required support entities occurred, the areas/departments that are to provide support to an incident responded. Ensuring that areas/departments required to assist in the response to an emergency are properly trained is critical to ensure appropriate objectives are established, it enhances the understanding of resources and capabilities, and helps to ensure that situational awareness is obtained and shared amongst all the responding areas to promote interoperable communications. Limited information was available on the tasks, initiatives, and types of response that were taking place outside of the information communicated directly to the Emergency Management Director.

There is no time when response entities are more severely tested or when their actions come under closer scrutiny than immediately after their community experiences an emergency or disaster. The decisions that are made, or not made, during the first 24 to 48 hours are crucial to its outcome. Response entities and Officials are expected to prepare for such incidents and to have a plan in place that is realistic and can be quickly implemented. The key to community preparation is not only having a written plan in place but also providing appropriate training and opportunities to validate those plans through exercise. To enhance incident response capabilities the training sessions illustrated in the diagram below are recommended for all areas/departments that participate in the coordination of response to emergencies or disasters that could impact the Oneida Nation Reservation and its community members. In, addition future ICS trainings and exercises should be conducted to enhance

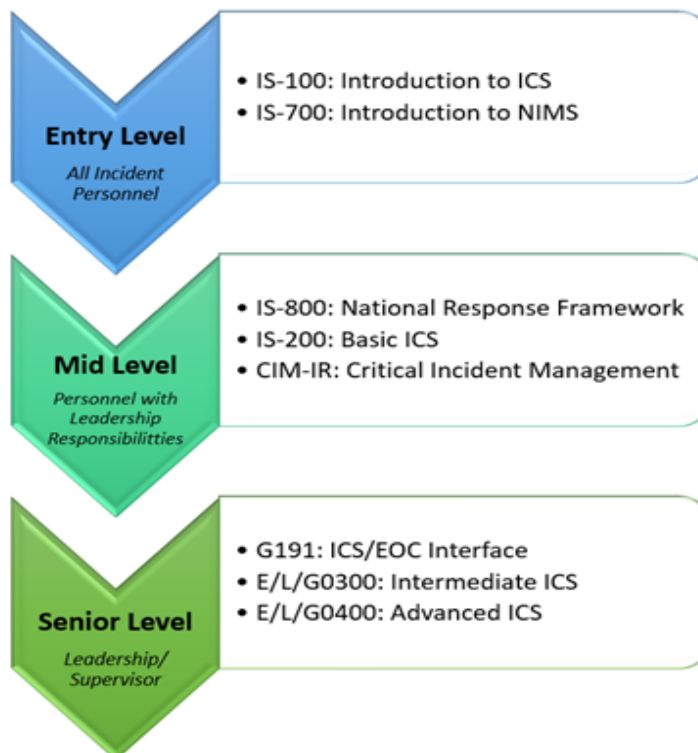


core competencies and allow the opportunity for community stakeholders and surrounding jurisdictions to participate.

Training should be offered and encouraged for all departments/areas of the Nation that participate in response to emergencies and disasters within the Oneida Nation Community to increase capabilities and knowledge of the Incident Command System, Emergency Operations Center and incident management.

Further information on the suggested courses can be accessed through the following links:

- ICS 100: <https://training.fema.gov/is/courseoverview.aspx?code=IS-100.b>
- ICS 200 <https://training.fema.gov/is/courseoverview.aspx?code=IS-200.b>
- ICS 700 <https://training.fema.gov/is/courseoverview.aspx?code=IS-700.a>
- ICS 800 <https://training.fema.gov/is/courseoverview.aspx?code=IS-800.b>
- ICS 300 <https://www.trainingwisconsin.org/ViewCourse.aspx?courseid=d7258469-33d6-4971-a418-27f8dfd699ed>
- ICS 400 <https://www.trainingwisconsin.org/ViewCourse.aspx?courseid=a903a479-726c-4a11-a8c6-b03cc7eeb56f>
- G191- ICS/EOC Interface: <https://www.trainingwisconsin.org/ViewCourse.aspx?courseid=e65d428f-5ff9-48b9-ac8e-fee5121f2ed2>
- CIM-IR: Critical Incident Management: <https://www.trainingwisconsin.org/ViewCourse.aspx?courseid=01193e12-52c3-4901-812b-f3a1ef26b3de>



**Strength(s):**

1. All departments/areas of the Nation identified as response support entities, for an emergency or disaster, provided the necessary resources to the community to preserve life safety, ensure timely incident stabilization and provide the preservation of property and the protection of the environment.

**Recommendation(s):**

1. Require training on ICS and incident response to all areas/departments identified within the Oneida Nation ERP as response support entities for the Oneida Nation.
2. Conduct discussions, exercises and drills using operational based exercises with response support entities to enhance response proficiency.
3. Designate an Emergency Management Team, individuals involved in EOC Activation, to further develop a robust initial Emergency Response Team within the EOC when activated.

**Core Capability: Operational Communication**

**Description:** Ensure the capacity for timely communications in support of incident stabilization, situational awareness, and operations by any and all means available, among and between affected communities in the impact area and all response and support entities.

**Objective(s)/Task(s):**

- ✓ Areas/Departments were requested or notified in a timely manner of the incident and information was received to respond appropriately.
- ✓ Interoperable communications (i.e. radio, phone, video, ect.) were established and maintained between all involved department/areas identified as response and response support entities.

**Analysis and Key Observations:**

The National Weather Service, local television and radio stations provided continual notifications and updates of the potential impending storm three days before the severe weather event. The Emergency Management Director sent out an email to all employees listed on the EOC Activation Roster and notified the email recipients that the EOC was virtually activated in anticipation of the impending severe weather at 2:40 pm on Wednesday June 15, 2022.

The severe weather event began to impact the Oneida Nation Reservation at approximately 6:45 pm on June 15, 2022. The damaging high winds from the storm lasted for approximately 45 minutes. Once the winds died down and information was provided to the Emergency Management Director of the impact to the Oneida Nation Community, the EM Director worked in coordination with OPD, DPW and Grounds Keeping establishing a Situational Awareness of the impact. Due to the incident occurring just before nightfall, it became apparent quickly that it would be difficult to effectively assess the situation until daylight. Once the magnitude of the situation was realized the areas of the Nation responsible for providing response support during an emergency responded in their capacity.

As can be expected during the response to a situation of this magnitude, dispatch and Emergency Management received multiple reports of damage and request for assistance. Although the Emergency Management Director had virtually activated the EOC, there was no further follow-up with the EOC Activation Group via the Microsoft Teams EOC Activation Team. Due to the power and internet outage

experienced as a result of the severe weather all communication was handled via cell phones. Oneida Police Department, Emergency Management, Oneida Public Works and Oneida Grounds Keeping shared information in real time to assess the situation as it unfolded. Plans should be reviewed and updated as necessary to ensure internal notification processes are documented. Plans should be developed to address the capability for information sharing and capacity to provide situational awareness.

The surrounding communities, that overlap the Oneida Nation Reservation, issued hazardous travel warnings due to the large number of powerlines and tree debris that were in the roadways as a result of the severe weather event. Due to the widespread damage causing power outages and internet outages, communication with the community and employees was difficult. Emergency Management and Oneida Police Department with Department of Public works requested an Organizational Wide shutdown of the Oneida Nation Departments for Thursday June 16, 2022. The Oneida Community Health Center and Behavioral Health were also closed Thursday June 16, 2022.

Emergency Management sent a RAVE Alert notifying employees of the shutdown. The Communications Department sent out information concerning the shutdown and resources available to the community via social media. The information was provided on the Nation's Facebook page as well as several other social media platforms. There was a slight delay in notification to the employee and community members due to the magnitude of the situation and the difficulty to obtain a comprehensive situational awareness. Once the information was received and an agreement was made the proper procedures to request a closure was followed and notification was provided.

Although plans were previously developed and tested, several buildings identified in the Nations ERP as a resource in the event of severe weather were not feasible for use. Due to the unavailability of pre-identified buildings decisions were made quickly for alternate building use and communications were provided as decisions were made. There was limited interoperable communication for many of the response support entities of the Nation due to either power outage, internet outage and/or connectivity issues. Although notifications were made and information was being shared via email, cell phone or social media communication, not all messages were received by the intended audiences. Additionally, across the reservation, although power was restored by the evening of June 19, broadband services remained down making phone and internet inoperable.

Communication is always identified as a challenge. Communication plans and verification of interagency operability is essential prior to a real-world event. Consideration should be given to pre-identify communication resources/pathways available for internal and external communication. Pre-scripted messages can be developed for notification and information sharing purposes. Notification strategies for the EOC Activation Team should be developed on more than one platform to ensure a redundant method of notification in the event of an emergency or disaster.

**Recommendation(s):**

1. Review the current procedure for notification of EOC Activation Roster employees. Develop an SOP for notification of the necessary emergency support area/department in response to an emergency or disaster.
2. Develop a notification group inside the RAVE Platform for EOC Activation.
3. Provide training on the RAVE Platform to all EOC Activation areas.  
All areas/departments of the Nation that are identified as support entities for emergency response should be required to identify two employees that will become proficient at sending

RAVE Alert Notifications, to ensure information can be shared effectively and efficiently within the organization.

### Core Capability: Public Information and warning

**Description:** Deliver coordinated, prompt, reliable, and actionable information to the whole community through the use of clear, consistent, accessible, and culturally and linguistically appropriate methods to effectively relay information regarding any threat or hazard, as well as the actions being taken and the assistance being made available, as appropriate.

**Objective(s)/Task(s):**

- ✓ Coordinate, prompt, reliable and actionable information was developed and disseminated through multiple methods to the impacted populations, employees and general public.

**Analysis and Key Observations:**

Developing and disseminating coordinated, prompt, useful, actionable and reliable information regarding threats to health, safety and property through a clear, consistent information delivery system is essential in any emergency situation. This was clear during the response and recovery to the severe weather event. It was identified that several messages were either sent out and not received or the messages received were misunderstood by the intended audiences.

The Nation's Public Information Officer coordinated with Emergency Management and other response support departments to provide information to the community and employees as the information became available. The Public Information Officer (PIO) is responsible for communicating with the public, media, and/or coordinating with other agencies, as necessary, with incident related information requirements. The PIO develops and releases information about the incident to the impacted area, community members and employees as information is made available to them.

A Public Information Plan should be reviewed for the Oneida Nation. A Public Information Plan provides flexible guidance to implement an information response for a variety of emergency situations throughout the entire incident, including the recovery phase. The plan should identify staff positions associated responsibilities during and after an emergency and include how communication will occur with the impacted populations, employees, the general public, key stakeholders and how media interface and releases occur. Message templates can be developed and included to support timely information sharing for all hazard events. Methods of information dissemination should also be documented in this plan including who can access these platforms and associated contact information. The plan should incorporate concepts of the Joint Information Systems and the use of a Joint Information Center.

The purpose of the Joint Information System (JIS) is to provide a structure and system for developing and delivering coordinated interagency messages; developing, recommending, and executing public information plans and strategies on behalf of the Incident Commander (IC) and Emergency Operations Center (EOC); advising IC concerning public affairs issues that could affect a response effort; controlling rumors and inaccurate information that could undermine public confidence in the incident response and recovery efforts.

The EOC was virtually activated in anticipation of the event, however no additional briefings or meetings were held. Therefore, the PIO was not able to establish a JIS to support the EOC. All coordination of

internal and external communication was coordinated through the Emergency Management Director and the PIO via cell phone communications. The PIO also routinely provided messaging via email and social media as response and recovery efforts occurred. The EM Director also appeared on the Nation's Facebook Live segment on Thursday June 16<sup>th</sup>, 2022 to provide information to community members and employees on the status of the Nation's response efforts to the severe weather event.

In a situation such as a severe weather event communication can be difficult. As quickly as the information is obtained and provided to the community and employees, situations can change. Complaints were received from the community there was not one specific area that communications were coming from, making it difficult to know which directions to follow or area to look to for updates. Every effort was made to provide constant, updated information to the community members and employees concerning response and recovery efforts, and available resources via email and social media. It was brought to attention that due to the numerous platforms used to convey messaging, some messages were not received by the intended audiences and some communications were confusing. Not all individuals have the ability to access social media, a disconnect was identified with the Elder population and community members not on Facebook.

Due to the vast number of areas involved in the response to the severe weather event and community members seeking information and clarification related to response and recovery a need for additional individuals to assist in the development of communications for the community and employees was identified. The Nation's COVID call center was identified as an area that can be identified as a resource to assist with answering phone calls for community members or employees. Pre-identification to the community where possible Cooling Centers and Charging Stations may be located at was also suggested as a way to provide information and updates to the community.

**Recommendation(s):**

1. Identify and train primary and secondary Public Information Officers (PIO). Encourage employees to take ICS training to assist in developing messaging or aid with information gathering to develop messages.
2. Review and update the Public Information Plan. Develop a communication SOP for the Nation, with pre-scripted messages.
3. Establish a community notification system and develop a communication strategy focusing on all hazards.

**Core Capability: Mass Care**

**Description:** Establish and maintain a unified and coordinated operational structure and process that appropriately integrates all critical stakeholders and supports the execution of core capabilities.

**Objective(s)/Task(s):**

- ✓ Resources (i.e., cooling center, charging station, mass feeding, economic support, elder assistance, forestry, conservation) were available to support impacted populations and provide a safe gathering location.

**Analysis and Key Observations:**

In a severe weather event response to life safety is the priority. The Oneida Police Department did not receive any calls of the Life Safety nature as a result of this event. OPD did coordinate with Emergency Management to relocate a community member whose house was damaged as a result of the storm. Due

to potential life safety issues the individual was relocated for the evening until further assessment could be performed.

Due to the time the severe weather event impacted the Oneida Community a complete situational awareness assessment was not capable of being completed until the morning of June 16, 2022. On June 15, 2022 shortly after the severe weather event occurred the EM Director was notified by WPS and WE Energies that the power outage would last an estimated 12 -24 hours. Emergency Management coordinated with Department of Public Works, Grounds Keeping and Forestry to address calls received about downed trees and powerlines.

On the morning of June 16, 2022 EM was notified that WPS and WE Energies initial time frame for power restoration had been changed to 48 to 72 hours. DPW and Forestry continued to conduct a Situational Awareness assessment of the impact of the storm on the community. As the compilation of the assessment was conducted the need for cooling and charging stations was identified, as well as the need to provide bottled water and the ability to provide Mass Feeding for the community. The need for the disposal of woody debris and storm damaged property was also identified.

Emergency Management coordinated with DPW and Facilities Management to identify which buildings had power and could be used for cooling and charging stations, 3 buildings were identified. EM also coordinated with the Emergency Food Pantry to provide fresh food and water to 2 (two) of the identified cooling and charging stations. EM worked with Purchasing and identified current vendors that could be used to order food for Mass Feeding. EM requested the assistance of the Red Cross for water and snacks for the evening of June 16, and coordinated the delivery of meals for the 17<sup>th</sup>, 18<sup>th</sup> and 19<sup>th</sup> at the Parish Hall. Governmental Services Division provided programs for Oneida Community members to lessen the impact of the storm on special populations of Tribal members. Buildings with Showering capability for community members were identified and opened to the public. Solid waste dumpsters were provided in 4 locations across the Reservation for the community to dispose of damaged materials. Conservation provided a staging area for woody debris for the community and extended their hours to accommodate community members needs.

Due to the power outage the Nation's operations were closed on Thursday June 16, pending reopening. Although Comprehensive Health has the capability to operate during a power outage with back-up generators at the Oneida Community Health Center, AJRCCC and Behavioral Health, due to travel restrictions and the impact on the community OCHC and Behavioral Health were closed for operation on June 16<sup>th</sup>. Behavioral Health continued to be closed for operation on June 17<sup>th</sup>, the back-up generator located at the Social Services Building did not cover the computers and phones for that area. Although there was not power or phone capabilities for the Social Service building on June 17<sup>th</sup> several of the employees were able to work remotely or at other buildings that had power, phone and internet capabilities.

Once the length of the power outage was realized discussions occurred between several areas/departments about how to address the needs of the community and how to provide services to the community. Several of the Nation's buildings that house departments/areas that are identified as critical areas to provide support to the community or had been preidentified for use during an emergency or disaster were without power. Several conversations problem solving the situation were conducted via phone communications, email was used in some instances however internet ability and connectivity were not reliable.



As requests for assistance were received and the community needs were brought forward the areas/departments that service the requested needs in a day-to-day capacity sought to find solutions to address the needs of the community to the best of their ability. Several opportunities for storm impact relief were provided through Tribal Nation programs that were implemented for community members. All the departments/areas of the Nation that are identified as critical areas of support during an emergency or disaster provided support to the community as requests were received.

Community notification of potential cooling/warming stations and charging stations can be shared with the community prior to potential severe weather events and should be shared and updated on an annual basis. Communication of available resources to the community was a challenge after they were established, future planning is necessary to ensure timely updates of resource availability is shared with community members. A community communication plan for emergencies or disasters should be developed to ensure community members have information prior to an emergency or disaster and are being provided timely updated messaging during the emergency or disaster.

Plan and checklists should be developed for the areas that are identified as critical support areas of the Nation during an emergency or disaster. The development of plans and checklists can help outline essential tasks that need to be performed, pre-identify staffing needs, detail roles and responsibilities, identify pre-determined or potential locations for use, and provide information on pre-planned programs or services that can be offered to the community based on an area/department's capability and capacity.

Providing resources to the community with limited capabilities is always a challenge. The Nation's areas/departments worked together to provide a rapidly unfolding coordinated response for the Oneida Nation Community. Identifying a need and working quickly to provide services should be viewed as a strength that should continue to be utilized and planned for in future incidents.

**Strength(s):**

1. As unmet needs were recognized the area/department that had the capability to address the need found the resources to address the unmet need
2. Departments/areas worked together to find solutions for unanticipated requests and coordinated resources and provided information to the community to help address community requests and concerns.
3. Due to the COVID Pandemic the Oneida Nation has implemented SOP's allowing employees to work remotely when necessary.
4. Due to previous planning and the installation of tap switches at some of the One Stops and back-up generators at several of the Nation's identified Critical Infrastructures, potentially significant issues were avoided.

**Recommendation(s):**

1. Areas/departments identified as critical support entities during emergencies or disasters should develop plans and/or checklists for their area/department detailing how they respond and their resources capability to support incidents.
2. A Community Communication Plan should be developed detailing communication strategies before, during and after an emergency or disaster incident.
3. A Resource list for the Oneida Nation's Operations should be developed and updated annually. The resource list should be shared between all areas/departments of the Nation.

4. Conduct a Tabletop Exercise that evaluates community communications, addresses requests for unmet needs and utilizes a Resource list to provide support to requesting areas/departments.

## Improvement Plan (IP) for activities related to the response and recovery of June 15, 2022 Severe Weather Event.

Core Capability	Recommendations	Capability Element <sup>1</sup>	Primary Responsible Organization	Target Completion Date
<b>Public Information and Warning</b>	Establish a community notification system and develop a communication strategy focusing on all hazards.	Planning		
	Review and update the Public Information Plan.	Planning		
	Identify and train primary and secondary Public Information Officers (PIO).	Planning/Training		
<b>Operational Communications</b>	Require ICS training for all areas/departments identified as response support entities in ERP.	Planning/Training		
	Develop a notification group in RAVE for EOC Activation.	Planning		
	Provide training on the RAVE Platform to all EOC Activation areas.	Training		
	All support entities identified in ESF's shall be required to identify two employees to be trained in RAVE Alert Notifications.	Planning/Training		
<b>Operational Coordination</b>	Develop an SOP and require ICS training for identified areas/departments as support entities	Planning/Training		
	Develop Emergency Management Operations Team	Planning		
	Conduct discussions, exercises and drills using operational based exercises with response support entities to enhance response proficiency.	Exercise		
<b>Mass Care</b>	Develop plans and/or checklists detailing response activities, resources, and capabilities	Planning		
	Develop a Community Communication Strategy for before, during and after incident communication.	Planning		
	Develop a Resource list for the Oneida Nation's Operations, update annually.	Planning		
	Conduct a Tabletop Exercise testing communication, notification, and response procedures for Mass Care entities.	Exercise		

<sup>1</sup> Capability Elements are: Planning, Organization, Equipment, Training, or Exercise.

Approve the nomination of Councilwoman Jennifer Webster to the U.S. Department of Health and Human

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## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Approve the nomination of Jennifer Webster to the U.S. Dept of Health and Human Services Secretary's Tribal Advisory Committee ("STAC") and authorize the Chairman to sign nomination letter.

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

Brandon Wisneski, Self Governance Manager

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Melinda J. Danforth, Intergovernmental Affairs Director

Primary Requestor: Brandon Wisneski, Self Governance Manager



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



October 26, 2022

Marvin B. Figueroa, Director  
Office of Intergovernmental and External Affairs  
U.S. Department of Health and Human Services  
200 Independence Avenue, SW, Room 620-E  
Washington, DC 20201

*Submitted electronically via [STAC@hhs.gov](mailto:STAC@hhs.gov)*

**RE: Nomination of Councilwoman Jennifer Webster to Secretary's Tribal Advisory Committee – Bemidji Area Primary Delegate**

Dear Mr. Figueroa,

On behalf of the Oneida Nation (“the Nation”), I nominate Councilwoman Jennifer Webster to continue to represent the Bemidji area as Primary Delegate on the Secretary’s Tribal Advisory Committee (STAC). Councilwoman Webster was previously appointed as the Bemidji Area Alternate Delegate for a term ending December 2022. Since the previous Bemidji Primary Delegate’s resignation in May 2022, Councilwoman Webster has served as the Primary Delegate for Bemidji on the STAC.

Councilwoman Webster serves as the Nation’s health liaison, whereby she participates and collaborates on many complex health care issues with federal and state government officials including the Indian Health Service (IHS), the Administration for Children and Families (ACF), and the U.S. Department of Health and Human Services (HHS).

In addition to her service on STAC, Councilwoman Webster currently serves as the Bemidji Primary Delegate on the Administration for Children and Families (ACF) TAC, where she is spearheading the creation of the ACF TAC’s first strategic plan. She also serves as Bemidji Alternate Representative on the IHS Tribal Self-Governance Advisory Committee (TSGAC), and Bemidji Primary Delegate on the CDC/ATSDR TAC. Councilwoman Webster works collaboratively with tribal nations located in the Bemidji area and throughout Indian Country and builds and maintains positive relationships with federal partners.

Councilwoman Webster’s extensive experience with HHS agencies and her dedication to the health and well-being of tribal communities makes her an ideal candidate to serve as the Bemidji Area Primary Delegate on the Secretary’s Tribal Advisory Committee.

Below is the contact information for **Jennifer Webster**:

Mailing Address: **PO Box 365, Oneida, WI 54155**

Email Address: [jwebstel@oneidanation.org](mailto:jwebstel@oneidanation.org)

Phone Number: **(920) 869-4457**



Thank you for your consideration of our request. If you have any questions, please contact Brandon Wisneski, Oneida Nation Self Governance Manager, at 920-680-2682 or [bwisnesk@oneidanation.org](mailto:bwisnesk@oneidanation.org).

Sincerely,

ONEIDA NATION

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Tehassi Tasi Hill, Oneida Nation Chairperson

[Home](#) > [About](#) > [Agencies](#) > [IEA](#) > [Tribal Affairs](#) > [About STAC](#) > STAC Charter

# CHARTER

## U.S. DEPARTMENT OF HEALTH AND HUMAN SERVICES

### Secretary's Tribal Advisory Committee

#### CHARTER

##### Background

The United States has a unique legal and political relationship with Indian tribal governments, established through and confirmed by the Constitution of the United States, treaties, statutes, executive orders, and judicial decisions. In recognition of that special relationship, pursuant to Executive Order 13175 of November 6, 2000, executive departments and agencies are charged with engaging in regular and meaningful consultation and collaboration with tribal officials in the development of Federal policies that have tribal implications, and are responsible for strengthening the government-to-government relationship between the United States and Indian tribes.

The Department of Health and Human Services (HHS) has taken its responsibility to comply with Executive Order 13175 very seriously over the past decade, and on February 4, 2010, in compliance with President Obama's Memorandum for the Heads of Executive Departments and Agencies, signed on November 5<sup>th</sup>, 2009, HHS proposed a set of initial activities to step up the Department's efforts to improve services, outreach, and consultation efforts. The establishment of the Secretary's Tribal Advisory Committee (STAC), one key piece of this plan, will bring the work of HHS's reform and improvement efforts to a new level.

##### Purpose and Function

The Secretary's Tribal Advisory Committee signals a new level of attention to Government-to-Government relationship between HHS and Indian Tribal Governments.

The STAC's primary purpose is to seek consensus, exchange views, share information, provide advice and/or recommendations; or facilitate any other interaction related to intergovernmental responsibilities or administration of HHS programs, including those that arise explicitly or implicitly under statute, regulation or Executive Order. This purpose will be accomplished through forums, meetings and conversations between Federal officials and elected Tribal leaders in their official capacity (or their designated employees or national associations with authority to act on their behalf).

The purview of the STAC covers but is not limited to the following core functions:

1. Identify evolving issues and barriers to access, coverage and delivery of services to AI/ANs, related to HHS programs;
2. Propose clarifications and other recommendations and solutions to address issues raised at Tribal, regional and national levels;
3. Serve as a forum for Tribes and HHS to discuss these issues and proposals for changes to HHS regulations, policies and procedures;
4. Identify priorities and provide advice on appropriate strategies for Tribal consultation on issues at the Tribal, regional and/or national levels;
5. Ensure that pertinent issues are brought to the attention of Indian Tribes in a timely manner, so that timely Tribal feedback can be obtained;
6. Coordinate with HHS Regional Offices' and Operating Divisions on Tribal consultation initiatives.

### **Committee Composition**

The STAC will be comprised of seventeen positions to be filled by voluntary representatives: one delegate (and one alternate) from each of the twelve Indian Health Service (IHS) areas and one delegate (and one alternate) for five National At-Large Tribal Member (NALM) positions.

HHS understands and supports the role of national Tribal organizations and the work they do on behalf of Tribal Governments. There are many national Tribal organizations that are not physically based in Washington, DC, and, therefore, are often left out of DC-based advisory opportunities. In order to rectify this long-standing challenge, in accordance with the Federal Advisory Committee Act (FACA) exemption of the Unfunded Mandates Reform Act (UMRA), HHS has incorporated the "National At Large Member (NALM)" positions as members of the STAC, to provide specific representation for the regional and national concerns of tribal governments. As described below under Selection Process, all NALM members must either be elected Tribal officials, acting in their official capacity as elected officials of their Tribe, or be designated by an elected Tribal official, in that official's elected capacity, with authority to act on behalf of the Tribal official.

The Secretary sent a letter to Tribal leaders requesting nominations for STAC delegate and alternate from Tribes located in each of the twelve Indian Health Service (IHS) Areas for the Area positions and as well as nominations for five NALM delegate and alternate positions.

Primary committee members must make a good faith effort to attend all meetings via teleconference or in person and may be accompanied by a technical advisor as outlined below. Each committee member will have an alternate that has been selected for their specific area and in the event that the Primary

committee member cannot attend a meeting the alternate workgroup member will be notified. Such alternate shall have the full rights as designated in the letter by the delegate.

## **Selection Process**

The names of each STAC delegate and alternate from each of the twelve Area Offices of the IHS are to be submitted to the Office of Intergovernmental Affairs (IGA) in an official letter from the Tribe. The Chief of Staff and the Director of IGA will be responsible for selecting and finalizing the body of members.

### ***Area Representatives:***

Area Representatives should be an elected official or designated representative that is qualified to represent the views of the Indian Tribes in the respective area for which they are being nominated. Nominations will be considered for selection in the priority order listed below. In the event that there is more than one nomination in the priority list, individuals whom had a letter of support from regional tribal organizations will be taken into consideration when selecting the primary and alternate delegates.

1. Tribal President/Chairperson/Governor
2. Tribal Vice-President/Vice-Chairperson/Lt. Governor
3. Elected or Appointed Tribal Official
4. Designated Tribal Official

### ***National At Large Members***

In order to achieve the broadest coverage of HHS-related national perspectives and views, the STAC will include five positions for national at-large members (NALMs). A NALM should be an elected official or designated representative that is qualified to represent the views of tribes on a national, collective perspective, including but not limited to such views of groups like National Congress of American Indians, National Indian Health Board, Tribal Self Governance Advisory Committee, Direct Service Tribes Advisory Committee, National Indian Child Welfare Association, National Indian Headstart Director's Association and the National Tribal Environmental Council.

Nominations will be considered for selection in the priority order listed below. In the event that there is more than one nomination in the priority list, individuals whom had a letter of support from tribal organizations will be taken into consideration when selecting the primary and alternate delegates.

1. Tribal President/Chairperson/Governor
2. Tribal Vice-President/Vice-Chairperson/Lt. Governor
3. Elected or Appointed Tribal Official

#### 4. Designated Tribal Official

**Period of Service:**

Terms for the STAC will be two calendar years. Terms will be staggered, with a lottery method used to assign one-year terms to half the Area members and two of the NALMs initially appointed to the STAC (with their first terms expiring on December 31, 2011) and two-year terms to the remaining half of the Area members and three of the NALMs (with their first terms expiring on December 31, 2012). A member may serve successive, consecutive terms if nominated again when their term expires.

**Vacancy:** When a vacancy occurs, IGA will notify Indian Tribes in the respective area and ask them to nominate a replacement.

**Removal:** STAC members (either delegate or alternate) are expected to make a good faith effort to participate in all meetings and telephone conference calls. If a STAC delegate does not participate in a meeting, in-person or by telephone, on three successive occasions, (or an STAC alternate does not participate in a meeting, in-person or by telephone, for which he/she has agreed in advance to participate in place of the delegate) on three successive occasions, IGA will notify Indian Tribes in the respective area and ask them to nominate a replacement.

**Interim Representative:** When there is a vacancy in a delegate position (due to removal of for other reasons) for which an alternate is currently serving, IGA will notify the alternate and request that the alternate perform the duties of the delegate. The criteria and process for selecting a replacement following a vacancy or removal will follow the Selection Process described above. A replacement delegate or alternate will serve the remainder of the unexpired term of the original member and if nominated again may serve successive, consecutive terms.

A copy of this notification and any response from the alternate to this request will be forwarded to the respective Area Tribes and a notice will be give to all Tribes for a NALM for nominations of a replacement.

**Meetings:**

Depending upon availability of funds, it is anticipated the STAC will convene up to three face-to-face meetings on a fiscal year basis. Conference calls will be held as needed.

STAC meetings serve the Purposes and Functions described above and in § 204(b)(2) of UMRA for STAC Tribal delegates and alternates and designated HHS officials to exchange views, information, and advice. Under certain circumstances, the delegate, alternate, or both for an Area or NALM position may participate in a meeting or conference call, in-person or by telephone. When the delegate is the elected officer of a Tribal government, and the alternate is a designated employee or national association with authority to act on behalf of the elected officer, and they are present for the same meeting or call, the

delegate may designate, in writing, the alternate to participate on the delegate's behalf at the meeting or call, and the delegate will yield his or her participation to the alternate until the delegate wishes to resume participation at the meeting or call. When the delegate and alternate are both elected Tribal government officers or have both been designated by an elected officer of a Tribal government to act on behalf of the officer, they may both participate in the same meeting or call. In the instance that both the primary and alternate attend the meeting, HHS will only provide funding for the primary representative.

If both the primary and the alternate for a particular Area or NALM position are participating in the same meeting or call, only one will be counted for a quorum and voting purposes. The primary and alternate may agree which of them will express a view for consensus or vote on particular issues. If they do not agree, then the delegate's view or vote will be counted.

IGA will provide appropriate advance notice to STAC delegates and alternates of in-person meetings and conference calls.

A quorum consisting of a majority of the total number of Area and NALM positions (9 of 17, if all such positions are filled by a delegate or alternate, present in-person and by telephone, will be necessary for formal decisions and actions by the STAC. (Informational sessions may occur in the absence of a quorum.) To the extent possible, such STAC decisions and actions will be taken by a consensus of Tribal Area and NALM members. To resolve differences where consensus cannot be reached, a vote may be taken by simple majority of the positions represented, in-person and by telephone (a quorum being present) or the Chair or Co-Chair may authorize a subsequent polling of the positions.

The meetings will be limited to only official representatives of the committee. Tribal delegates will be allowed to bring one-technical advisor to the meeting to assist them with their duties and responsibilities as a member of the STAC. The advisor's role is limited to assisting the member, and the advisor cannot participate in the meetings of the STAC, unless the advisor has been designated by the elected Tribal official to act on behalf of the official at the meeting.

HHS has four Tribal Advisory Committees(TAC) which are established at the HHS Division level and currently exist at the Centers for Disease Control, Centers for Medicaid and Medicare, Substance Abuse Mental Health Service Administration and the Health Research Advisory Committee. Each TAC will be required to provide an official update to the STAC on an annual basis. Each TAC will receive an official invitation to present to the STAC. At which time they will have one representative present to the STAC.

HHS representatives determined by the Secretary or her designee will be expected to attend all meetings of the STAC. In the event that the designated HHS representatives are not able to attend the meeting, the next highest ranking official will be designated to attend in their absence. The HHS representative will be allowed to bring one-technical advisor to the meeting to assist them with their duties and responsibilities as an advisor to the STAC. The advisor must be either a full-time or permanent part-time officer or employee of the federal government.



HHS anticipates that appropriate representatives from the following HHS components will be actively involved, regularly attend STAC meetings, and otherwise provide necessary assistance to the STAC in fulfilling its mission.

1. Chief of Staff
2. Director, Office of Intergovernmental Affairs
3. Assistant Secretary, Administration for Children and Families
4. Assistant Secretary, Administration on Aging
5. Assistant Secretary Health, Office of Public Health and Science
6. Director, Centers for Disease Control and Prevention
7. Administrator, Centers for Medicaid and Medicare Services
8. Administrator, Health Resource Service Administration
9. Director, Indian Health Service
0. 0. Director, National Institutes of Health
1. 1. Administrator, Substance Abuse Mental Health Services Administration

Due to the complexity of programs and services HHS will work to ensure that subject matter technical experts are available when needed. As mentioned above the meetings will be limited to the official representatives and HHS will utilize the Interdepartmental Council on Native American Affairs (ICNAA) as a vehicle to report activities of the STAC and coordinate agenda's, activities and follow-up items of the STAC.

**HHS Support:** The Office of Intergovernmental Affairs will have the primary responsibility to coordinate and staff the STAC.

/S/

**Kathleen Sebelius**

**Date**

**Secretary**

## HHS Headquarters

U.S. Department of Health & Human Services  
200 Independence Avenue, S.W.  
Washington, D.C. 20201  
Toll Free Call Center: 1-877-696-6775

Approve the nomination of Debra Danforth to the National Institutes of Health Tribal Advisory Committee.

## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Approve the nomination of Debra Danforth to the National Institutes of Health Tribal Advisory Committee (“NIH TAC”) and authorize the Chairman to sign nomination letter.

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

Brandon Wisneski, Self Governance Manager

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor: Melinda J. Danforth, Intergovernmental Affairs Director

Primary Requestor: Brandon Wisneski, Self Governance Manager



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



October 26, 2022

Electronically submitted to [NIHTribalCommittee@od.nih.gov](mailto:NIHTribalCommittee@od.nih.gov)

David R. Wilson, Ph.D., Director  
Tribal Health Research Office  
Office of the Director, NIH  
1 Center Drive  
Building 1, Room 260  
Bethesda, Maryland 20892

**RE: Nomination of Debra Danforth to National Institutes of Health Tribal Advisory Committee**

Dear Dr. Wilson,

On behalf of the Oneida Nation (“the Nation”), this letter is to nominate Debra Danforth, Oneida Nation Comprehensive Health Division Director, to serve another term as a delegate for the At Large Position on the National Institutes of Health (NIH) National Tribal Advisory Committee (TAC) with a term ending December 1, 2024.

I hereby affirm her status as an employee who is designated to act on behalf of the Oneida Nation.

As a delegate on the NIH TAC, Debra Danforth will be acting in her official capacity as an employee of the Oneida Nation. She has the authority to act on behalf of the Nation and is qualified to represent the views of the Tribes in the area from which she is nominated.

Attached you will find the delegate’s resume/CV and a letter of intent.

**The contact information for Debra Danforth is:**

Debra Danforth RN, BSN  
Oneida Comprehensive Health Division Director Operations  
Oneida Nation  
PO Box 365 Oneida, WI 54155  
[Ddanfort@oneidanation.org](mailto:DDanfort@oneidanation.org)  
920-869-2711 Ext. 4807

For questions, please contact Brandon Wisneski, Self Governance Manager, at 920-680-2682 and [bwisnesk@oneidanation.org](mailto:bwisnesk@oneidanation.org).

Sincerely,

ONEIDA NATION

---

Tehassi Tasi Hill, Chairperson

National Institutes of Health  
Tribal Health Research Office

DPCPSI and Other NIH Staff 

#### COVID-19

- Public health information from CDC
- Research information from NIH | Español
- NIH staff guidance on coronavirus (NIH Only)

## Tribal Advisory Committee (TAC) — Charter

### Purpose

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The National Institutes of Health (NIH) Tribal Advisory Committee (TAC) serves as an advisory body to the NIH, helping to ensure that Tribes and AI/AN (American Indian/Alaska Native) people have meaningful and timely input in the development of relevant NIH policies, programs, and priorities. The TAC supports, but does not supplant, other government-to-government consultation activities that the NIH undertakes. Tribal representatives and NIH staff exchange information about NIH research policies, programs, priorities, and other activities that affect AI/AN populations. As an advisory committee, the NIH TAC provides recommendations on these matters to the NIH and the NIH Director, including advice on the NIH tribal consultation process.

### Authority

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Pursuant to Presidential Executive Order No. 13175, November 6, 2000, and the Presidential memoranda of September 23, 2004, and November 5, 2009, the United States Department of Health and Human Services (HHS) adopted a Tribal Consultation Policy that applies to all HHS operating and staff divisions, including the NIH. The HHS Tribal Consultation Policy directs divisions to establish a process to ensure accountable, meaningful, and timely input by Tribal officials in the development of policies that have Tribal implications.

Consistent with the HHS Tribal Consultation Policy, the NIH established the NIH TAC as one method of enhancing communications with Tribes. The TAC Charter complies with an exemption within the “Unfunded Mandates Reform Act” (P.L. 104-4) to the Federal Advisory Committee Act (FACA) that promotes the free communication between the Federal Government and Tribal governments. Pursuant to this exemption, the NIH TAC facilitates the exchange of views, information, or advice between Federal officials and elected officers of tribal governments (or their designated employees with authority to act on their behalf) acting in their official capacities.

It is the NIH policy that before any action is taken that will significantly affect Indian Tribes that, to the extent practicable and permitted by law, consultation with Indian Tribes will occur. Such actions refer to policies that:

1. Have Tribal implications, and
2. Have substantial direct effects on one or more Indian Tribes, or
3. On the relationship between the Federal Government and Indian Tribes, or
4. On the distribution of power and responsibilities between the Federal Government and Indian Tribes.

### Committee Activities

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It is important for the NIH TAC to build relationships with AI/AN populations by performing the following, with respect for each sovereign nation's cultural/traditional values:

- Propose clarifications and other recommendations, and solutions to address issues raised at Tribal, regional, and national levels;
- Serve as a forum for Tribes and NIH to discuss proposals for changes to NIH policies, regulations, and procedures, including research priorities.
- Explore opportunities for participation in other NIH committees and/or working groups;
- Respond to NIH on cultural and technical issues regarding grants and contract policies and their impact on Tribes; and
- Raise pertinent issues to the attention of Tribal leaders. This information can be shared and disseminated in various national, regional/area tribal forums, to facilitate timely feedback, and to share information regarding listening sessions, town halls, and Tribal consultations.

## Committee Composition

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The NIH TAC is composed of 17 primary members (and alternates). Membership includes representation from each of the twelve geographic Areas served by the Indian Health Service (IHS). These Areas currently include the following: Alaska, Albuquerque, Bemidji, Billings, California, Great Plains, Nashville, Navajo, Oklahoma, Phoenix, Portland, and Tucson. In addition, to achieve the broadest coverage of NIH-related national perspectives and views, the TAC includes one representative (and designated alternate) for each of the five National At-Large Members (NALMs) positions. No more than one NALM representative from each region may serve on the committee at any time. A designated alternate may participate in NIH TAC meetings on behalf of the primary member when that member cannot attend. If the designated alternate is also not available, the primary member is permitted to designate a second alternate in writing prior to the NIH TAC meeting.

## Selection Process

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NIH encourages members who have experience or interest relevant to research in general and/or NIH activities. Nominations for the TAC primary member and alternate from each of the twelve Area Offices of the IHS are submitted to NIH's Office of the Director via an official letter from the Tribe or a Tribal resolution. NIH staff select and finalize the body of members based on the submitted curriculum vitae and letter(s) of support from regional Tribal organizations.

Each Area representative should be an elected official or a representative who is designated to act on the behalf of a Tribal leader and is qualified to represent the views of the Indian Tribes in the area for which the member is being nominated. Similarly, a NALM should be an elected official or eligible designated representative who is qualified to and has authority to represent the views of Tribes from a national, collective perspective.

Nominations are considered for selection in the priority order listed below:

1. Tribal President/Chairperson/Governor
2. Tribal Vice-President/Vice-Chairperson/Lt. Governor
3. Elected or Appointed Tribal Official
4. Designated Tribal Official

## Leadership

### Chair

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A Chair is selected by and from the TAC members for a one calendar-year term of service. The Chair will be an elected or appointed tribal leader. The number of terms is not limited.

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## Co-Chair

The Co-Chair is selected by and from the TAC members for a one calendar-year term of service. The Co-Chair will be an elected or appointed tribal leader. The number of terms is not limited.

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## Executive Secretary

The Designated Federal Official/Executive Secretary serves as the lead point of contact for the TAC. In addition, this individual provides programmatic guidance, technical assistance, and administrative support. Unless otherwise designated by the NIH, the Designated Federal Official/Executive Secretary will be Director of the NIH Tribal Health Research Office.

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## Re-election

The Chair and Co-Chair may be re-elected by the TAC for a one calendar-year term. Elections are held annually, at which time the seated membership of the TAC shall call for nominations for an election. TAC members may reconfirm the Chair/Co-Chair or vote on a new Chair/Co-Chair.

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## Period of Service

Terms for the TAC are two calendar years and are staggered. The NIH initially used a lottery method to assign one-year terms to half of the Area representatives and two of the NALMs initially appointed to the TAC and two-year terms to the remaining half of the Area representatives and three of the NALMs. A member may serve successive, consecutive terms if nominated again when the member's term expires.

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## Vacancy

When a vacancy occurs, the Executive Secretary of the TAC notifies the Indian Tribes in the respective area and ask them to nominate a replacement. Tribal leaders provide to the NIH the name and contact information of the new nominee in writing and within forty-five (45) days after the NIH is notified of a vacancy. In the event the NIH receives no nominations, the NIH, through the HHS Office of Intergovernmental and External Affairs, shall seek a new appointee. The designated alternate may attend meetings until the vacancy is officially filled.

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## Removal

If a member or the member's designated alternate does not participate in a meeting or teleconference (when meant as an official meeting) on four successive occasions, the Executive Secretary of the TAC will notify Indian Tribes in the respective area and ask them to nominate a replacement. The NIH may also request removal if a designated member fails to meet the requirements for TAC membership (e.g., loss of election).

## Interim Representative

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When there is a vacancy in a member's position (due to removal or for other reasons) for which a designated alternate is currently serving, the Executive Secretary will notify the designated alternate and request that the alternate perform the duties of the TAC member to the extent the designated alternate would be eligible to serve as a member on the TAC. The criteria and process for selecting a replacement following a vacancy or removal will follow the Selection Process described above. The designated alternate will serve the remainder of the unexpired term of the original member and if nominated again may serve successive, consecutive terms.

## Technical Advisor

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Each TAC member is allowed to bring one technical advisor to the meeting to assist in the performance of the member's duties and responsibilities as a member of the TAC. The advisor's role is limited to assisting the member, and the advisor cannot participate in the TAC meetings unless the primary member has designated the advisor to act on behalf of the member at the meeting. Ideally, advisors have expertise in health research and/or experience and knowledge of the NIH to fulfill their responsibility of advising the TAC member with respect to NIH policies, programs, priorities, and other activities. TAC members or their respective Tribes submit the name, curriculum vitae, resume, and/or credentials of the proposed technical advisor to the NIH.

## Meetings

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The NIH seeks to convene two face-to-face TAC meetings on a fiscal year basis, depending on the availability of funds. An NIH official serves as Designated Federal Officer; this person develops a Rules of Order document with the TAC, sets meeting agendas, and attends all TAC meetings. The NIH convenes TAC conference calls as needed and additional meetings may be scheduled depending on need and availability of funds. Pursuant to Section 204 (b) of the Unfunded Mandates Reform Act (2 U.S.C. §1534 (b)), members of the public may be present at committee meetings, i.e., in the audience as observers, but since members of the public are not allowed on the committee, they may not participate in any committee discussions or any other committee business during meetings.

## Voting

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The NIH TAC operates by consensus and when a consensus cannot be reached, the NIH TAC votes to resolve any differences. Each NIH TAC member (or designated alternate) is allowed one vote.

## Quorum

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A quorum is established with 50 percent plus one of the filled TAC seats. In the event the NIH TAC is not able to establish a quorum for a meeting, then the Chairperson and Co-Chair in their discretion can arrange to poll members via conference call or another manner. Informational sessions may occur in the absence of a quorum.

## Expenses

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Each primary TAC member (or the designated alternate, if the primary member is unable to attend) who is not a Federal employee will have travel expenses paid by the NIH for the two face-to-face TAC meetings in accordance with Standard Government Travel Regulations

(e.g., two week minimum advance airline reservations, unless prior approval otherwise). The NIH will also pay the travel expenses of the TAC member's technical advisor (who is not a Federal employee) to attend the two face-to-face TAC meetings.

## Reports

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NIH's Tribal Health Research Office in the Division of Program Coordination, Planning, and Strategic Initiatives ensures that reports of all NIH TAC meetings and recommended actions are made available to NIH leadership. The Office posts minutes and reports to the NIH website and is responsible for archiving all NIH TAC documentation.

## Meeting Logistics

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The Tribal Health Research Office provides meeting coordination for all NIH TAC meetings.

## Termination Date

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This NIH TAC charter is in effect as long as the NIH Tribal Consultation Guidance on the Implementation of the HHS Tribal Consultation Policy is in effect, and the charter may be amended as needed.

This page last reviewed on September 13, 2018

Division of Program Coordination, Planning, and Strategic Initiatives • National Institutes of Health • Bethesda, Maryland 20892

NIH...*Turning Discovery Into Health*®

Approve three (3) requested actions - CDC # 19-004 Amelia Cornelius Culture Park

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## Business Committee Agenda Request

1. **Meeting Date Requested:** 10/26/22

2. **Session:**

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Three actions noted on attached memo.

4. **Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. **Additional attendees needed for this request:**

Michelle Danforth – Marketing & Tourism Director

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

**Mark W. Powless**

Digitally signed by Mark W. Powless  
Date: 2022.10.18 14:39:41 -05'00'

Authorized Sponsor: Mark W. Powless, General Manager

Primary Requestor: Paul J. Witek – Engineering Director/Senior Architect



October 17, 2022

## Business Committee Agenda Request - Memo

**Project No.:** 19-004      **Project Title:** Amelia Cornelius Culture Park – Site Amenities

### Purpose:

The project team is seeking approval of the project through the Capital Improvement Process (CIP).

### Background:

The proposed project will develop enhancements/amenities at the Amelia Cornelius Culture Park (ACCP) to improve safety, handicap accessibility and functionality of the property.

The Business Committee approved the project's CIP Package on November 13, 2019; However, the project was canceled due to the financial impacts of the pandemic, so the project team felt it appropriate to resubmit the project for approval.

Project need and justification is denoted in the attached CDC #19-004 CDC Approval Package.

The project has a funding obligation of \$ 2,682,210.00 from Tribal Contribution Savings (TCS) - Culture & Language per BC Resolution #03-23-22-D Obligation for Amelia Cornelius Culture Park & Veterans Wall Enhancements Utilizing Tribal Contribution Savings.

Phase II of the CIP has various tribal entities review the project's CDC Approval Package and provide comments on its impacts to the Oneida Reservation. Because the project was previously approved, and there is a desire to implement as much of the scope as possible before the 200 year celebration, we feel it is appropriate to forgo Phase II of the CIP and proceed directly into Phase II – Design.

### Attachments:

- 19-004 CDC Approval Package with CIP Form-05.

**Action Requested:**

1. Approval of procedural exception to forgo Phase II of the CIP process of routing the CDC Approval Package to the various review entities.
2. Approval of the CDC Approval Package for CDC #19-004 Amelia Cornelius Culture Park – Site Amenities.
3. Activation of \$ 2,682,210.00 from the Tribal Contribution Savings for CDC #19-004 Amelia Cornelius Culture Park – Site Amenities.

# **Amelia Cornelius Culture Park - Site Amenities**



**CDC #19-004**

**CDC APPROVAL PACKAGE**

**Project Client:** Marketing & Tourism

**Project Team:**

Michelle Danforth

Director – Marketing & Tourism

Suzanna Jourdan

Manager - Groundskeeping

Shannon Stone

Director – Division of Public Works

Nicole Rommel

Director – EHSLA Division

Troy D. Parr

Area Manager – Community Development

Briggs Noble

Project Manager - Engineering Dept.

Paul J. Witek

Engineering Director/Senior Architect -  
Engineering Dept.

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## PROJECT EXECUTIVE SUMMARY

Project Title: Amelia Cornelius Culture Park (ACCP) – Site Amenities

*“ Learning from past generations is what motivates me to tell the stories my grandfather shared with me....and to make the cornhusk dolls my grandmother taught me how to make. It is my desire to pass these traditions to my children, grandchildren and great grandchildren, so they will not be lost forever.”* Amelia Cornelius. With her love of culture and passing on Oneida knowledge, the Oneida Cultural Heritage Grounds was renamed the Amelia Cornelius Culture Park (ACCP).

### Project Description:

The enhancements/amenities of the ACCP will allow visitors of all walks and abilities to safely come, explore and learn about the Oneida Nation’s sovereignty, culture, traditions, and history. The project will make improvements and additions to the following areas within the ACCP: improve Veterans Memorial, add a Visitor Center / Parking Lot, improve Log Home & Long House Area, add parking near the Former Language House, add a Groundskeeping Garage.  
(see page 8 of CDC Approval Package)

### Management/Business Plan:

The site is managed by Marketing & Tourism. Business Plan information is provided in Appendix.  
(see page 7 of CDC Approval Package)

### Site Selection:

Amelia Cornelius Culture Park is located on the corner of West Mason Street and Pleasant Lane. It is the former site of the Oneida Cultural Heritage Department.  
(see page 9 of CDC Approval Package)

### Project Budget Estimate: (also see page 9 of CDC Approval Package)

Soft & Misc. Costs:	\$277,110
Construction:	\$2,405,100
Furniture, Fixtures & Equipment (FFE):	\$0
Contingency:	\$0
<b>Total (rounded):</b>	<b>\$2,682,210</b>

### Financial Plan:

The project has received a funding obligation of \$ 2,682,210.00 from Tribal Contribution Savings (TCS) - Culture & Language per BC Resolution #03-23-22-D.  
(see page 10 of CDC Approval Package)

### Communication Plan:

The project strategic plan to include community announcements and updates in the Kalihwisaks, Oneida Tourism Facebook page, ExploreOneida.com and additional information in semi/annual GTC reports. Progress press releases will be sent to all media outlets in NE Wisconsin and paid editorials in all major tourism magazines.  
(see page 11 of CDC Approval Package)



## I. Needs Assessment and Project Justification

- A. **Introduction:** The project will provide enhancements to the Amelia Cornelius Culture Park to allow visitors of all walks and abilities to come and learn about the Oneida Nation, our sovereignty, rich cultures, traditions, and history.

The BC approved CDC #19-004 Amelia Cornelius Culture Park Site Improvements and activated the allocated CIP Budget funding for the project in November of 2019. The project's funding was removed in 2020 due to the financial impacts of the pandemic on the Oneida Nation.

The project team and scope has been revised and updated, so the team felt it appropriate to resubmit the project for approval.

For additional information see the Amelia Cornelius Culture Park Funding Request document included in the Appendix.

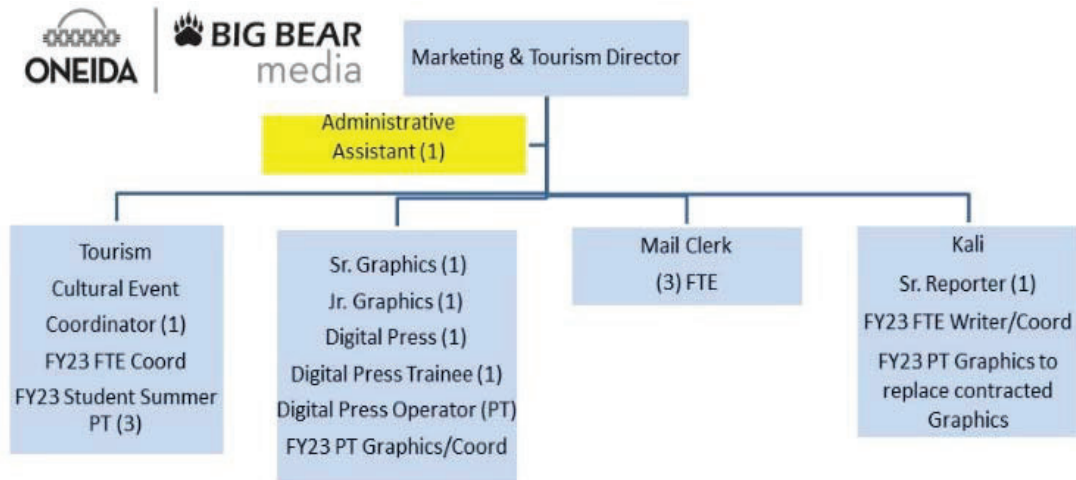
- B. **Present Facilities:** Veterans Memorial, Five log homes along Salt Pork Avenue, Long House, and DPW Groundskeeping Pole shed.
- C. **Problem:** There are several issues that need to be addressed by this project:
1. Lack of understanding who we are, our culture, our history.
  2. Existing log homes are not handicap accessible.
  3. Safety hazards of vehicle traffic traveling through tour groups.
  4. This tourism asset is not using its full potential.
  5. An unsightly deteriorating utility building in the middle of the prime tourism portions of the property.

## II. Business Plan

- A. The Marketing & Tourism Department is a tribal service entity not structured to accumulate profits; therefore, a Business Plan is not applicable for this project per the Capital Improvement Process; However, business plan information is noted in the document in the Appendix.

## III. Management Plan

- A. **Management:** The current management structure will not change as a result of this project. The site is managed by Marketing & Tourism Department, whose director reports to the General Manager.
- B. **Organizational Chart:**



C. Staffing, Requestor:

1. Initially, current staffing will not change because of this project. However, as the program offerings grow, new staff is expected to grow to manage those programs. Those positions will be requested, as the need arises, through the normal HRD processes.
2. The site will be staffed by Tourism with a combination of student workers during the summer. The intent is to have the facility open during spring – fall including weekend hours. Eventually, open year round.
3. One additional FTE will be requested in FY23 due to work overflow with the 200-year commemoration and additional Tourism projects/site coverage.

D. Staffing, Service Departments: The tribal service departments that are impacted by this project include the following. Their need for additional staffing due to this project is noted:

1. DPW – Facilities: no additional position(s) needed
2. DPW – Groundskeeping: no additional position(s) needed
3. DPW – Custodial: no additional position(s) needed (4hrs per visit x 2 staff)
4. DTS: no additional position(s) needed

#### IV. Facility Concept and Space Requirements

A. The proposed project encompasses several sub-projects/components within it. The sub-projects/components are:

1. Veterans Memorial Improvements.
  - a) Project # 22-108
2. Visitor Parking Lot
3. Log Home & Long House Area Improvements
4. Former Language House Area – Parking
5. New Groundskeeping Building
  - a) Project # 22-109

- B. Descriptions of the scope of these sub-projects is denoted in the Amelia Cornelius Culture Park Funding Request document included in the Appendix.
- C. Consistent with the Oneida Design Standards, it is our intention to utilize sustainable design principals on this project. Meaning, we will design, construct, and operate the building to minimize negative impacts to the natural environment and health, while optimizing long-term costs.

**V. Site Selection Criteria**

- A. The proposed site for the project amenities is the Amelia Cornelius Culture Park located at the corner of Hwy 54 (West Mason Street) and Pleasant Lane.
- B. The property is located near major roadways which will allow for accessibility to the property for tourists and material deliveries.
- C. The Land Commission supported the Amelia Cornelius Culture Park Master Plan at its March 14, 2022 meeting.

**VI. Environmental**

- A. An Environmental Assessment will be initiated once the project has been approved and the design is at a stage where there is sufficient information to request the assessment.

**VII. Budget Estimate**

- A. The Project Budget Estimate follows:

**SOFT and MISCELLANEOUS COSTS**

Engineering Dept. Fees	39,910
Design & Survey Fees	213,500
Soil Borings, Testing	23,700
Agency Review and Approval Fees	0
Insurance - Builders Risk	covered by property insurance
Historical/Cultural/Archaeological Review	0

Sub-total: 277,110

**CONSTRUCTION**

Veterans Memorial Area	121,300
North Parking Lot & Visitor Center	1,561,600
Log Home Improvements	118,500
Long House Village & Ampitheater	76,000
Groundskeeping Garage	459,300
Roadway Improvements	68,400

Sub-total: 2,405,100

Oneida Preference Amount	0		
Sustainable Design Premium	0%	0	
Inflation Factor:	years	0% per year	0

Sub-total: 2,405,100

**FIXTURES, FURNISHINGS AND EQUIPMENT**

Division 10 - Specialties	0
Division 11 - Equipment	0
Division 12 - Furnishings	0
Division 27 - Communications	0
Division 28 - Electronic Safety & Security	0

Sub-total: 0

TOTAL:	2,682,210	
Contingency:	0.0%	0
Finance Costs:	0.0%	0

**ESTIMATED TOTAL PROJECT BUDGET: \$ 2,682,210**

Approved Budget: 2,682,210

**VIII. Financial Plan**

- A. Tribal Financing: - This project has received a funding obligation of \$ 2,682,210.00 from Tribal Contribution Savings (TCS) - Culture & Language per BC Resolution #03-23-22-D Obligation for Amelia Cornelius Culture Park & Veterans Wall Enhancements Utilizing Tribal Contribution Savings. The funds will be managed through the project's CIP Budget.
- B. Additional grants will be applied for in regard to the furnishings and budgeted in the Tourism budget funded by Room Tax dollars. BC Resolution 03-24-99-C.
- C. The Project Team has been researching possible grant opportunities for the project and has identified the following potentials:

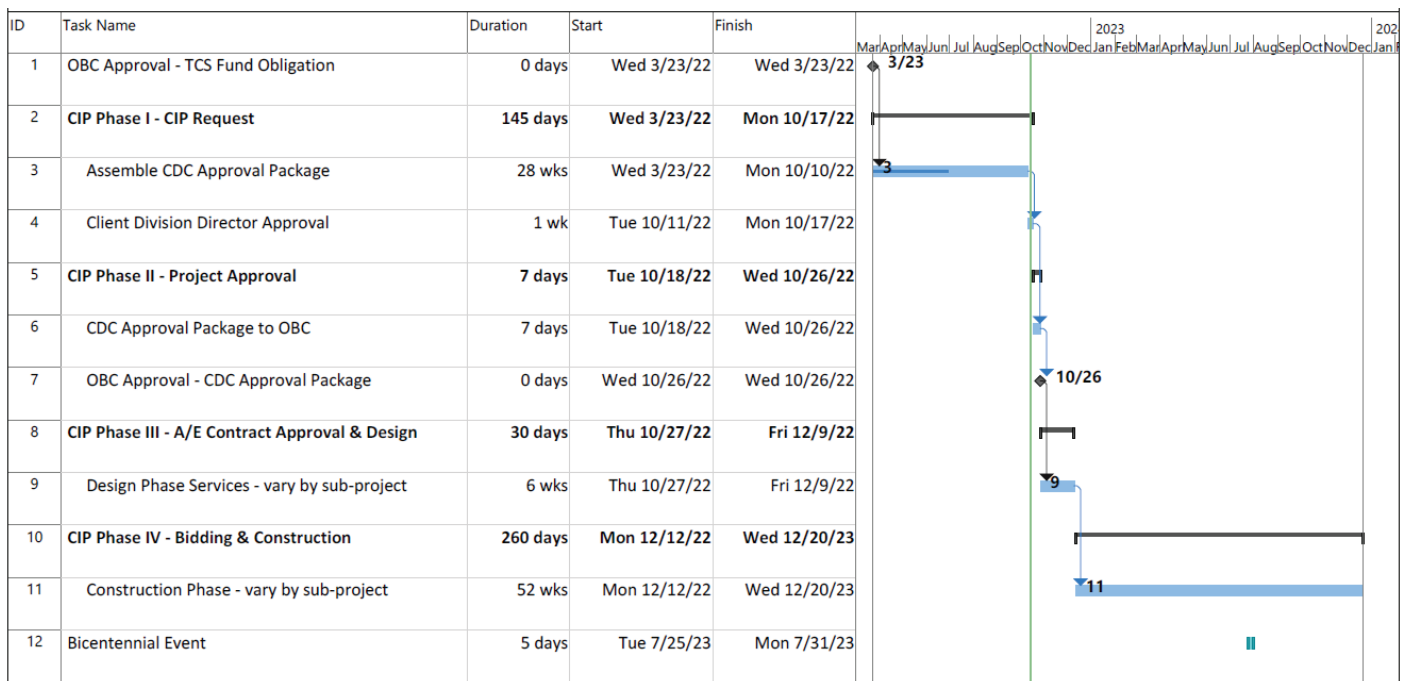


1. Tourism grants.
2. EDA ARPA Recovery Tourism Grant – Pending.

**IX. Communication Plan**

- A. The project strategic plan to include community announcements and updates in the Kalihwisaks, Oneida Tourism Facebook page, ExploreOneida.com and additional information in semi/annual GTC reports. Progress press releases will be sent to all media outlets in NE Wisconsin and paid editorials in all major tourism magazines. Tourism has an existing advertising line within the budget for the promotion of the Nation and entities. Sample list is included in the document in the Appendix.
- B. The Project Information will be communicated to the community and staff as follows:
  1. Reports on Oneida website (Project Manager)
  2. Report on ExploreOneida.com (Business Unit Manager)
  3. Ground breaking and dedication ceremonies scheduled with the events coordinator (Project Manager / Business Unit Manager)
  4. Periodic articles in the Kalihwisaks based upon the specific needs of the project. (Project Manager / Business Unit Manager)
  5. Periodic updates with organizations; Discover Green Bay (GBCVB) and State of Wisconsin Tourism Department, NATOW, other CVBs, Circle Wisconsin, Appleton CVB for their disbursement on web/social media. (Business Unit Manager)
  6. Strategic paid editorial in local and tourism magazines. (Business Unit Manager)

**X. Project time line**



**XI. Appendix**

A. Amelia Cornelius Culture Park – Funding Request

# AMELIA CORNELIUS CULTURE PARK FUNDING REQUEST

Submitted by Michelle Danforth, Marketing & Tourism Director

Date: 02/27/22



*Learning from past generations is what motivates me to tell the stories my grandfather shared with me....and to make the cornhusk dolls my grandmother taught me how to make. It is my desire to pass these traditions to my children, grandchildren and great grandchildren, so they will not be lost forever.*

*Amelia Cornelius*

Funding Request Amount: \$2,682,210

**Purpose:** The Oneida Nation has an opportunity to enhance the Amelia Cornelius Culture Park to a premiere cultural Native attraction. Oneida Engineer Services provided master plan and costs.

**The top reasons to fund this project;**

1. Oneida people need a place to see and learn the basics of being Oneida. This includes; where we lived, and the challenges our ancestors faced throughout history. If we don't know who we are...we will survive but will the Oneida language, culture and history?
2. Strengthen Sovereignty. The more children, adults, neighbors and politicians we can educate about who we are, the stronger a position we have in our surrounding community.
3. Accessibility. Part of the overall design of the requested components of the park is accessibility for elders and persons with disabilities. It is our goal that any person with any disability will be to visit this park.
4. Enhance an Oneida tourism asset to enhance Oneida's visitor experience.

## Construction Components



Amelia Cornelius Culture Park is located on the corner of W. Mason St. and Pleasant Ln. Green Bay, Wisconsin. It is the former site of the Oneida Cultural Heritage Department. The project is located near major roadways which will allow for accessibility to the property for tourists and material deliveries. Attached: DOT Daily Traffic Counts

On February 8, 2022 Via Teams Michelle Danforth Anderson, Marketing & Tourism Director, Nicole Rommel, Division Director-Environmental Health Safety, Land & Agriculture, Troy Parr, Area Management Community Development, Paul Witek, Director of Engineering Sr. Architect, Suzanne Jourdan, Asst. Manager Groundskeeping, Samuel Vandenheuvell, Construction Manager to make the final changes to the master plan. **Final costing was received on 2/25/22.**



Construction Components Cont.

1. Veterans wall

- a. Repave parking lot
- b. Repair existing sidewalk
- c. Add accessible sidewalk from wall to Eagle Statue on hill
- d. Remove existing pavers (will be repurposed at site)
- e. New base for eagle statue at east end of wall
- f. Add accessible sidewalk from parking lot to connect the wall



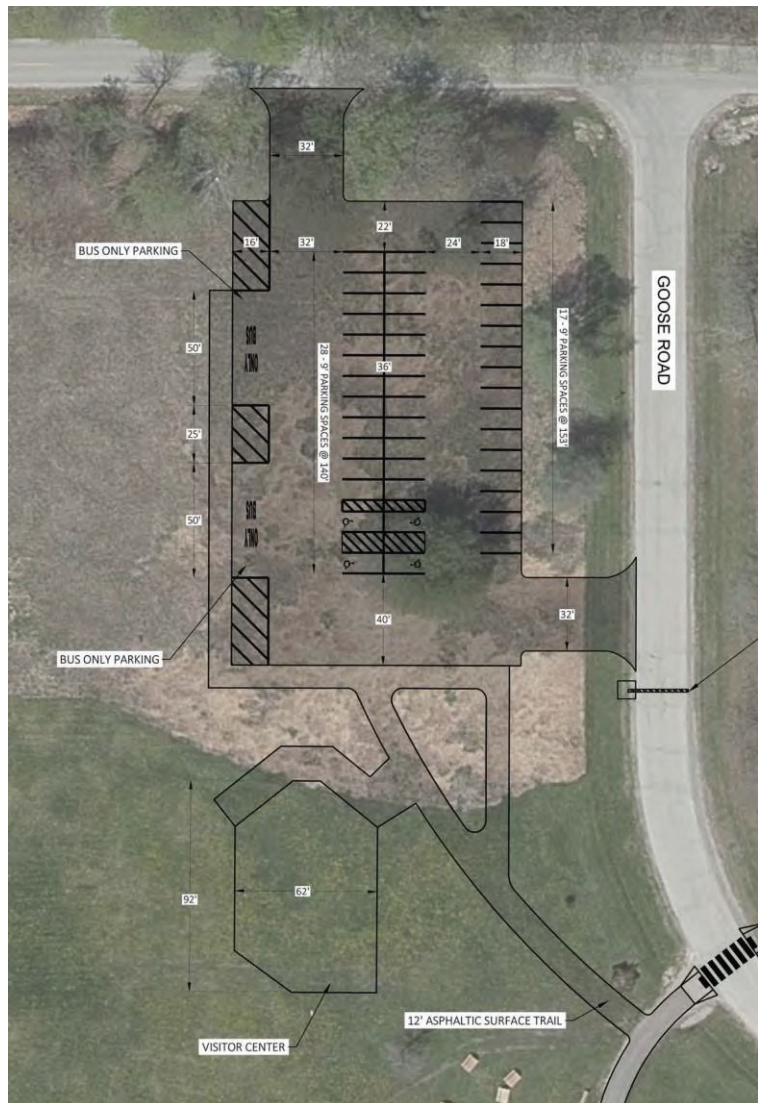
2. North West Corner Upgrades

- a. Parking Lot with bus parking and drop off
- b. Sidewalk
- c. Structure – Bathroom / Pavilion Small Visitor Center

For this proposal, the costs provided by OES are based on examples of other buildings to get a rough estimate how much money needs to be set aside for the visitor/ bathroom and pavilion area.



Traffic from Goose Rd has driven through tour groups putting our participants at risk. There was a bus drop off and accessible trail developed in fall of 2019. The drop off would have incorporated Goose Rd. but this proposed parking lot will increase safety.







**3. Northside Log Home & Long House Area**

- a. Accessible pathways – requested by DPW that all paths are asphalt for easy maintenance.
- b. Accessible ramps up to all cabins.
- c. Roadway/culvert replacement
- d. Small Theater surface area to seat 60 patrons comfortably
- e. DPW Shed to be torn down (See next map for replacement)
- f. Safety markings and road closure gates on the road

**4. Language House Parking Area**

This road work was added and includes removing the road, taking out the pine tree and resurfacing the parking area and turn around.

NOTE: This project does not include the language house. The language house is still in discussions.





## 5. New DPW Shed

The current DPW shed is over 30+ years old. The current shed is in the middle of the Amelia Cornelius Culture Park. Grounds keepers have had to drive through tours in progress with trucks, trailers or other machinery. The placement of this shed was selected due to the proximity of Hillcrest and out of sight of any historical tours.

Shed Pricing based on the following request by Suzanne Jourdan/Assistant Manager Grounds  
 Width: 60 ft x Length: 104 feet (Current length)  
 2: Garage door: 14ft. H x 14.5 feet width  
 Garage door opener for both garage doors  
 1 at each end like current garage  
 2 man doors set up like current garage  
 Concrete Base with floor drain  
 Lighting and plug ins located at each entrance and plugs located centrally throughout garage.

Propane Heat preferred for diesel equipment stored at site: Diesel equipment in location  
 Driveway access to both ends of garage to road, will need to add culvert for ditch  
 Exterior materials metal & gutters with insulation



*\* CDPC Agenda for Mar 3, 2022 accepted plan as FYI. It is requested that the proposal continues to move through the ARPA process in conjunction of the Land Commission meeting set for March due to the possible construction timelines for completion in 2023. It is the goal to have some trails and Vets parking lot completed by the end of 2022 and the other pieces complete by 2023.*

### Location / Land information Known historic/ archeological resources

There are no known historic or archeological resources located on the construction site. An initial investigation was conducted by the Oneida Nation Tribal Historic Officer and none were reported. There are no portions of the site listed or intended to be listed on the Nation Register of Historic Places. There are no locations within the site that are considered to be of state significance. We anticipate no APE related areas within the construction zone or adjacent to it. Supporting document attached; Archaeological Services Inc. Phase I Archaeological Survey for a Proposed Longhouse and Amphitheater for the Oneida Tribe of Indians of Wisconsin dated August 18, 2011. **ALL attachments in File: PART 2 ACCP ARPA Backup**

### Affected Area

The project is a 22.8-acre parcel of land owned by the Oneida Nation. The land is an open grassing field with rolling contours that is currently fallow and not being used for any commercial purpose. The land is well drained. The land has no special geographic features and has no modern economic history. Native vegetation is common grasses and a few small trees mostly Oak, White pine, Maple and Spruce; local wildlife is small rodents, hawks, songbirds, geese, ducks

and whitetail deer. There are no state or federal parks, wildlife refuges, or game preserves included in the property or adjacent to it. The property does not include any wilderness areas. The land is American Indian trust land held in trust for the Oneida Nation. Supporting documents attached; LU0114-Land Use Natural Resources Inventory: Former DeCaster Property 3700 Block of Hillcrest Drive October 2003 and email from Tony Kuchma dated January 7, 2022 information on land.

Direct effects - the project will develop approximately 1.5 acres of grassland and excavate the topsoil to the required depth for laying a foundation and parking lot construction. Following construction, the areas disturbed, with the exception of the project's immediate footprint, will be completely landscaped as part of the project. Any discomfort for the animals will be temporary and limited to the construction process.

### **Coastal Zones**

The project area is not located on or near a coastal zone.

### **Wetlands**

The project area does not include a wetland and is not adjacent to a wetland.

### **Floodplains**

The project is not located on a floodplain and does not include a floodplain. Supporting documents attached; GLIS Gary DeCaster Property land map file: I:/0114-Gary Decaster, FEMA Flood plain map 55009C0144G, and GLIS Topographical map January 7, 2022.

### **Climate Change**

The location of the property is such that there will be no danger from flooding, wildfires, sea level rise. The building will be built to incorporate features that will protect it from severe weather, including winter storms and downpours. The builder will use all required federal tools and programs, giving deference to the U.S. Climate Resilience toolkit. The existence of paved areas will contribute to the water runoff in the area, but steps will be taken to mitigate their effects. The project will be completed using the most fuel efficient and green methods available, the future plans for the site will include the use of solar cells for power. The focus of the project construction and landscaping will be to foster environmental resiliency, sustainability and to incorporate the structure safely into the environment.

### **Endangered Species**

There are no threatened or endangered or candidate species located on or near the site.

### **Land Use and Zoning**

The formal designation of the property is currently institutional, and the land is currently not in use. The adjacent areas include park displays and access roads. The wildlife habitat is rated good. There are no areas that will be used for other construction this site is planned as a park site. Supporting document attached; Oneida Zoning Map GLIS

### **Solid Waste Management**

The type of solid waste to be created by this facility will include food waste from eating areas, office waste (primarily paper), human waste and landscaping waste (cut grass and leaf collection). The Oneida Nation recycles all non-organic and organic waste. we anticipate an annual waste production of 1 to 2 tons including landscape debris.

### **Hazardous or Toxic Substances**

This site will not produce and hazardous, toxic or radioactive materials. The only toxic materials to be used on the site will be comprised of cleaning compounds and soap. There have been no remediation activities on this site. The site has never been an environmental cleanup site.

### **Tourism Continues to expand in 2022**

As a result of the Covid 19 pandemic all Oneida Nation businesses and activities were forced to be closed or canceled. All tourism results remain well below its pre-pandemic levels. Similar results are found across the region for example, a review of tourist activities in Brown county \Wisconsin shows the following. In 2019 Brown County tourism was on a steady ascent with an increase in the number of visitors coming to the area of 3.0% between 2018 and 2019 to 6 million. Funds spent across the entire spectrum of visitor related activities, including \$140 million spent specifically on recreational activities, increased. The share of the visitor dollars spent at amusement and entertainment businesses grew to 19.5% in 2019. Tourism supported 12,352 jobs in the Brown County area, 6% of the area's total employment. The downstream effect of these dollars was 1.2 billion in direct community impact. The effect of Covid 19 in 2020 was a rapid decline in visitations, the number of visitors fell 22%, from 6 million to 4.7 million. Three out of every ten tourism related jobs were lost (2,765). Visitor impact tax revenue fell \$25 million dollars. Total visitor financial impact fell from \$1.2 Billion to \$891 Million, a decline of 26%. The proposed activity will stimulate the return of tourists and local residents to the Oneida reservation where they will participate in many new tourism activities and help restore the Tribes economic activity level.

Leaders continue to support tourism with funding and prepare for strong tourism performance as pandemic numbers fall. The largest tourism trend upward are any outdoor activities. The Oneida Casino continues to show and upward trend past 2020 number but short of 2019.

### **2021 was a bounce back year for Wisconsin Tourism**

By [Jeff Alexander](#)

Published: Jan. 4, 2022 at 6:02 PM CST

*GREEN BAY, Wis. (WBAY) - Local tourism leaders say 2021 was a bounce back year but still far from normal for the travel and tourism industry.*

*"Most of us in, well probably in a lot of industries, but particularly in tourism, we just sort of don't count 2020," Discover Green Bay President Brad Toll says.*

*After the pandemic ravaged 2020, Discover Green Bay figured 2021 had to be better. Sure enough, it was better -- much better -- with leisure travel leading the recovery.*

*Toll says hotel occupancy in the Green Bay area rose 51.2% last year, 6% off pre-pandemic averages. Those visitors paid the same average room rate of \$108 as they did in 2019.*

### **Badger Herald; Wisconsin tourism industry experiences highest growth since 2019**

written by Jeffrey Deiss

December 4, 2021

*“The tourism industry is an essential part of our state and our economy,” Evers said in the press release. “We’ve put more than \$200 million in federal recovery funds toward helping our tourism and hospitality industries get through this pandemic and bounce back and I’m proud of our work to help support our economic recovery.”*



Discover Green Bay continues to move forward on their new Lombardi street visitor center with

\$1.5 million support from Oneida and \$2.5 million additional dollars of State funding to secure the \$6.5 million dollars to build. Attached; August 2021 Tourism Impact.

The completion of the Amelia Cornelius Culture Park's & visitor center will provide a jumping off point and resource location for the promotion of tourist activities and programs on the Oneida reservation, in Brown county and across the other Tribal tourist industries located in Wisconsin and the Upper Michigan peninsula.

In 2019, The State of Wisconsin Tourism Department concluded a tribal tourism assessment with the Oneida Tourism Department. Attached.

Their top recommendations were;

1. Develop a Visitor & Cultural Center experience
2. Implement a strategic wayfinding and signage program
3. Cross promotion with complementary activities





<p>Past Oneida Tourism Total Participants <b>264 of 409</b>  FY19 Total 1,281 Revenue \$14,961  FY20 Booked pre-Covid 810 / \$12,150  7 Great Lake Cruise Ship Tours</p>
--

### Site Programming Opportunities

#### Tours

- Motor Coach Tours
- Great Lakes Cruise Ship Tours
- Educational Tours
  1. K-12
  2. College
  3. Continue education for teachers
- Tour with Experiential Opportunities
  1. Partnership w/ Oneida TSY Farm
  2. Partnership w/ Ukwakhwa Farm
  3. Partnership w/ Native Chefs
  4. Partnership w/ Local Artists
  5. Partnership w/ other tribes
  6. Partnership w/ complementary activities (example Heritage Hill)



#### Local Groups

- Utilize site during the summer for a variety of groups to meet;
- Tribal Strategic Planning
- Departmental meetings
- Political meetings
- Discover GB Quarterly function
- Youth Groups
- Culture Camp Groups
- History Groups
- AODA Groups
- Wellness Support Services Groups
- Theater Groups
- Art Groups
- Boy/Girl Scouts



#### Events

- Outdoor movies & theater
- Concerts
- Veterans Event
- Farmers Market
- Big Apple & Other Events



#### Outdoor / Physical Activity

- Yoga with Fitness
- Experiential (Finger Lake)
- Partnership with Brown County Dog Park and develop hiking trail (exception hunting)
- Maple Tapping



**Site Usage**

<b>Tours</b>	<b>Year 1 (Soft Open)</b>	<b>Year 2</b>	<b>Year 3</b>
Tours General Sm.	150 = 25 ave x 6 wk	200	300
Educational	500 = 20 groups	1,000	2,000
Motor Coach	750 = 15 groups x 50	850	1,200
Weekend Tours	400	1,500	2,000
<b>Special Events</b>			
Movie Night	400	400	400
Theater Events	150	150	150
Dinner under stars	100	100	100
Big Apple Fest	8,000	8,000	8,000
Other events		400	600
Cultural Offerings	125 = 5 x 25	125 = 5 x 25	125 = 5 x 25
Wellness Camp	25	25	25
Artist Workshop	45 = 3 classes	60 = 5 classes	120 = 8 classes
Site Usage – Groups	200	500	700
<b>Total Site Attendance</b>	<b>10,845</b>	<b>13,310</b>	<b>15,720</b>

**Site Operation Projection**

(Site in operation during summer during Year 1 & 2, Year 3 date expansion based on trending)

Room Tax \$s	60,000	Room Tax Trend FY21 \$363K FY20 \$329K FY19 \$484K
Revenue – Tours/offerings – based on Yr 2	30,500	
Gift Shop	7,000 (net)	
Land Lease – Item Tabled for further discussions – Request \$0 Yr 1 - 3	? – Historically Cultural Heritage would be charged around \$45K annually	
Personnel Tourism Staff (1-2) Student Interns (2-3) Volunteers (3-10)	80,000 – est.  500 – Thank you gifts	
Custodial (2x weekly – students will assist) 4 hrs per visit x 2 Staff	8,000	
Electrical Charges	5,000 - Goal Solar	
Water & Sewer	2,000 – well/septic	
Telephone	500	
Credit Card Charges	1,000	
Supplies	500	
<b>Total Expenses</b>	<b>97,500</b>	
<b>Net</b>	<b>0</b>	

Summer defined as May – October or 23 weeks / Incorporate into Annual Tourism Marketing Plan Attached



**Return on Investment**

1. Support a Nation of Strong Families - Tribal members will have a better understanding and knowledge of who we are.
2. Strengthen our Sovereignty – community and legislative education that we are still here, and the United States has existing treaties that must be honored.
3. Honor our elders’ memories for their sacrifice to keep Oneida alive.
4. A place of community gatherings.
5. Premiere destination for motor coach and youth educational tours in Wisconsin and beyond.
6. Create an “open to the public” bond with the local communities and area attractions.
7. Accessible showcase property of the Oneida Nation for any person with any disability.
8. Improved safety of visitors with new parking lot and site layout.
9. Environmental messaging to be caretakers of the land.
10. Showcase sustainable building methods and solar.



## MARKETING: Tourism Advertising Schedule FY23 - SUBJECT TO CHANGE

Name	Project/Art Info	Cost	Possible Impressions
<b>October</b>			
<b>Discover GB Partnership 2022-23</b>	Partnership - Visitor Guide / www.greenbay.com / mobile visitor center / travel writers etc	3,200	60,000
<b>Fox Cities Magazine</b>	City Guide - 1 page editorial	1,500	10,000
<b>Newcomers Resource Guide</b>	7" x 5" No Bleed	1,175	2,000
<b>Circle WI (Group Tour Planner)</b> 140 Tour Operator Members	Full Page Ad 8.375" x 10.875" with bleed .125" High Res PDF-fonts embedded	2,275	20,000
<b>GB CVB 2023 Visitors Guide</b>	7.125"W X 4.875"H add .125 bleed PDF	2,525	225,000
<b>November</b>			
<b>Towns &amp; Associates Ad</b>	8.5x11 with bleed, CMYK, PDF	1,045	500
<b>NATOW Travel Guide</b>	1/2 Page Ad	1,500	10,000
<b>December</b>			
<b>2023 Events Rack Card</b>	Print 4" x 9" Bleed - AD Lit fills card locations	3,500	25,000
<b>WFRV Annual Weather Page Banner</b>	(consideration \$25K annually)		1,000,000
<b>January</b>			
<b>Fun In Wisconsin Magazine (Summer)</b> (Michelle)	2 Full Page Ads - Front Cover 8.5" x 10.75" with .125" bleed High res PDF embedded fonts 1 ad and 400 words and 3 pics	7,000 2,800	225,000
<b>Arts Guide Magazine (Summer)</b> Museum Ad	2 full pg ad 5.25x8.375 with .125" bleed High res PDF embedded fonts From Eric (Museum) and 200 words and pics	700 700	80,000
<b>Dennis King Photography</b>	Special Shoot with Smoke Dancers/events	1,500	
<b>AD-LIT - Now Vector INK</b>	Rack Card Distribution - Hwy 41/51 Rack Card Distribution - Beloit Route	1,550 1,550	22,000
<b>February</b>			
<b>Dealer Go Guide Magazine</b> (Fun in Wisconsin)	1 full pg ad 5.25x8.375 with .125" bleed High res PDF embedded fonts	1,600	250,000
<b>March</b>			
<b>Lacrosse Programs where Oneida Students Play -- Origins of LAX</b>			
1. SW High School			
2. West DePere			
3. Other			
<b>April</b>			
<b>Northern Sky Theatre Ad</b>	4.75x7.5 pdf	1,220	40,000
<b>Peninsula Players Playbill PD 2020</b>	Half Pg 5.25" x 4.125" Bleed	850	10,000
<b>Fox Cities Magazine (Woodland Art St</b>	7.5"w x 4.875h 1/8" bleed	1,210	60,000

May			
<b>Woodland Indian Art Show</b>	TBD - Full Page - Program	0	500
Event: May 30-July1			
<b>Edible Door (Farmers Market)</b>	7.5" x 9.75" No bleed pdf 300x250 px, 300x600 px, 728x90 px 72 dpi, RGB, no file size listed	1,890	15,000
<b>GB CVB Tour Planner Every 2 years</b>	1/2 page 2 nations Tours 7.125" x 4.875" michelle@schemedia.com	1,000	2,000
<b>The Greater Valley Guide (JUNE)</b>	8.5x11 jpg	350	5,000
June			
<b>Fox Cities Magazine (Worth the Drive)</b>	8.5" 9.25" jpg Bleed Back Cover	2,000	60,000
<b>The Greater Valley Guide (JULY-AUG)</b>	8.5x11 jpg 8" x10.5" with .25" bleed CMYK PDF, Jpg, OL.eps	350	10,000
August			
<b>The Greater Valley Guide</b>	2 Full Page ad	398	
Harvest Edition (September/October)	8" x10.5" with .25" bleed CMYK PDF, Jpg, OL.eps		
September			
<b>Arts Guide Wisconsin Magazine (Wint</b>	2 full pg ad 5.25x8.375 with .125" bleed High res PDF embedded fonts From Eric (Museum) and 200 words and pics	800	80,000
		44,488	2,289,000
Television			
<b>Maddog &amp; Merril TV Show</b>	Cooking Show filmed on location	13,000	500,000
Locker Room Live	Up for discussion 130,000 viewers regularly		
Radio			
<b>Wisconsin Public Radio</b>	Monthly Messages	10,000	300,000
<i>Social Media</i>	Purchase Ads (FY21 70K Reach/4K Engage)	2,000	30,000
		113,976	5,408,000

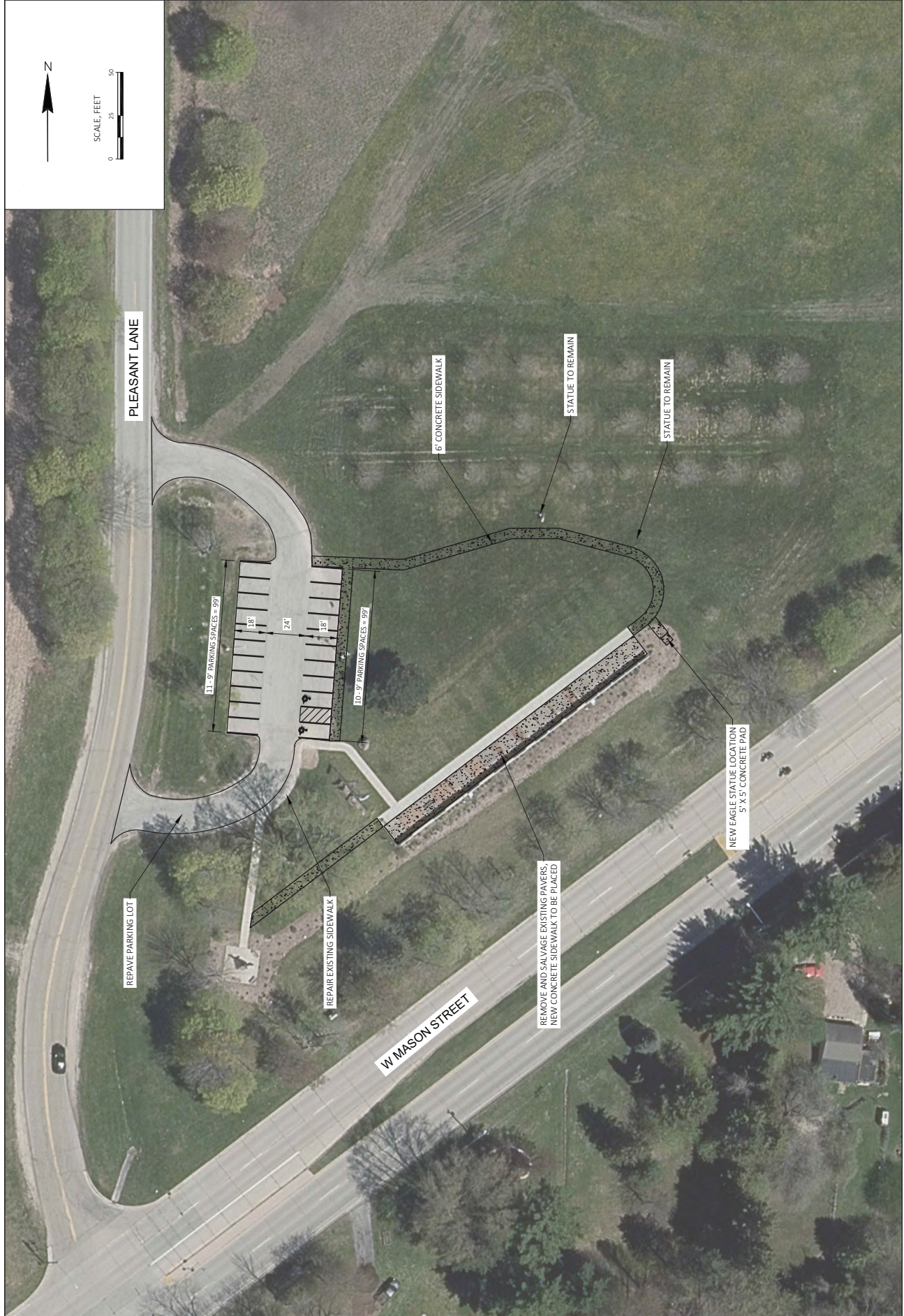


NO.	DATE	REVISION





NO.	DATE	REVISION



PLEASANT LANE

11- 9' PARKING SPACES = 99'

18'

24'

18'

10- 9' PARKING SPACES = 90'

6" CONCRETE SIDEWALK

STATUE TO REMAIN

STATUE TO REMAIN

REPAVE PARKING LOT

REPAIR EXISTING SIDEWALK

REMOVE AND SALVAGE EXISTING PAVERS,  
NEW CONCRETE SIDEWALK TO BE PLACED

NEW EAGLE STATUE LOCATION  
5' X 5' CONCRETE PAD

W MASON STREET



NO.	DATE	REVISION

PRELIMINARY LAYOUT  
ONEIDA NATION  
ONEIDA CULTURE PARK AREA

PROJECT NO. 5021046  
DATE 1-08-2022  
OBS  
SHEET NO. 02



North Parking Lot and Visitor Center		
Road Items	Quantity	Unit
201.0110 Clearing	72	SY
201.0210 Grubbing	72	SY
205.0100 Excavation Common	1,437	CY
305.0120 Base Aggregate Dense 1 1/4-inch	1,360	TON
312.0110 Select Crushed Material	960	TON
455.0605 Tack Coat	180	GAL
460.5223 HMA Pavement 3 LT 58-28 S	540	TON
460.5224 HMA Pavement 4 LT 58-28 S	360	TON
465.0105 Asphaltic Surface	142	TON
646.5105 Marking Word Paint	4	EACH
646.5205 Marking Symbol Paint	4	EACH
646.8305 Marking Parking Stall Paint	1,850	LF



NO.	DATE	REVISION











**Oneida Nation  
Oneida Culture Park  
Oneida Nation Reservation  
Brown County, Wisconsin  
PROJECT COST ESTIMATE**

**South Parking Lot Resurface - Veterans Wall**

<b>Road Items</b>	<b>Quantity</b>	<b>Unit</b>	<b>Price</b>	<b>Total</b>
204.0120 Removing Asphaltic Surface Milling	1,200	SY	\$7.50	\$9,000.00
205.0100 Excavation Common	212	CY	\$17.00	\$3,600.00
305.0120 Base Aggregate Dense 1 1/4-Inch	230	TON	\$16.00	\$3,680.00
455.0605 Tack Coat	80	GAL	\$4.50	\$360.00
460.5224 HMA Pavement 4 LT 58-28 S	130	TON	\$85.00	\$11,050.00
602.0410 Concrete Sidewalk 5-Inch	5,090	SF	\$7.50	\$38,180.00
646.5205 Marking Symbol Paint	2	EACH	\$55.00	\$110.00
646.8305 Marking Parking Stall Paint	920	LF	\$3.00	\$2,760.00
SPV.0105.01 Concrete Base Statue	1	LS	\$5,000.00	\$5,000.00
SPV.0180.01 Remove and Salvage Bricks	260	SY	\$25.00	\$6,500.00
Erosion Control and Restoration	5%	LS		\$4,000.00
Incidental Roadway Items	10%	LS		\$8,000.00
<b>Roadway Items Subtotal</b>				<b>\$92,240.00</b>
<b>Structure Items</b>				
Eagle Statue Base	1	LS	\$18,000.00	\$18,000.00
<b>Structure Items Subtotal</b>				<b>\$18,000.00</b>
<b>TOTAL</b>				<b>\$110,200.00</b>

**North Parking Lot and Visitor Center**

<b>Road Items</b>	<b>Quantity</b>	<b>Unit</b>	<b>Price</b>	<b>Total</b>
201.0110 Clearing	72	SY	\$50.00	\$3,600.00
201.0210 Grubbing	72	SY	\$20.00	\$1,440.00
205.0100 Excavation Common	1,437	CY	\$17.00	\$24,430.00
305.0120 Base Aggregate Dense 1 1/4-Inch	1,360	TON	\$16.00	\$21,760.00
312.0110 Select Crushed Material	960	TON	\$18.00	\$17,280.00
455.0605 Tack Coat	180	GAL	\$4.50	\$810.00
460.5223 HMA Pavement 3 LT 58-28 S	540	TON	\$85.00	\$45,900.00
460.5224 HMA Pavement 4 LT 58-28 S	360	TON	\$85.00	\$30,600.00
465.0105 Asphaltic Surface	142	TON	\$100.00	\$14,170.00
646.5105 Marking Word Paint	4	EACH	\$120.00	\$480.00
646.5205 Marking Symbol Paint	4	EACH	\$55.00	\$220.00
646.8305 Marking Parking Stall Paint	1,890	LF	\$3.00	\$5,670.00
Erosion Control and Restoration	8%	LS		\$13,300.00
Incidental Roadway Items	15%	LS		\$25,000.00
<b>Roadway Items Subtotal</b>				<b>\$204,660.00</b>
<b>Structure Items</b>				
Visitor Center	1	LS	\$1,095,000.00	\$1,095,000.00
<b>Structure Items Subtotal</b>				<b>\$1,095,000.00</b>
<b>TOTAL</b>				<b>\$1,299,700.00</b>

**Lighting at North Parking Lot**

<b>Road Items</b>	<b>Quantity</b>	<b>Unit</b>	<b>Price</b>	<b>Total</b>
Lighting	1	LS	\$120,000.00	\$120,000.00
<b>TOTAL</b>				<b>\$120,000.00</b>

## Five Houses Improvements to Salt Pork Avenue Log Home Improvements

Road Items	Quantity	Unit	Price	Total
205.0100 Excavation Common	214	CY	\$17.00	\$3,640.00
305.0120 Base Aggregate Dense 1 1/4-Inch	370	TON	\$16.00	\$5,920.00
465.0105 Asphaltic Surface	94	TON	\$100.00	\$9,430.00
521.3118 Culvert Pipe Corrugated Steel 18-inch	12	LF	\$75.00	\$900.00
602.0410 Concrete Sidewalk 5-Inch	90	SF	\$7.50	\$680.00
602.0505 Curb Ramp Detectable Warning Field Yellow	20	SF	\$40.00	\$800.00
Erosion Control and Restoration	10%	LS		\$2,100.00
Incidental Roadway Items	20%	LS		\$4,300.00
<b>Roadway Items Subtotal</b>				<b>\$27,770.00</b>
<b>Structure Items</b>				
Handicap Ramps	4	LS	\$20,000.00	\$80,000.00
<b>Structure Items Subtotal</b>				<b>\$80,000.00</b>
<b>TOTAL</b>				<b>\$107,800.00</b>

## Long House Village and Ampitheater

Road Items	Quantity	Unit	Price	Total
204.0155 Removing Concrete Sidewalk	20	SY	\$18.00	\$360.00
205.0100 Excavation Common	307	CY	\$17.00	\$5,220.00
305.0120 Base Aggregate Dense 1 1/4-Inch	370	TON	\$16.00	\$5,920.00
465.0105 Asphaltic Surface	159	TON	\$95.00	\$15,090.00
521.3118 Culvert Pipe Corrugated Steel 18-inch	12	LF	\$75.00	\$900.00
602.0410 Concrete Sidewalk 5-Inch	90	SF	\$7.50	\$680.00
602.0505 Curb Ramp Detectable Warning Field Yellow	20	SF	\$40.00	\$800.00
646.7505 Marking Crosswalk Paint Block Style 24-Inch	44	LF	\$25.00	\$1,100.00
Erosion Control and Restoration	10%	LS		\$3,000.00
Incidental Roadway Items	20%	LS		\$6,000.00
<b>Roadway Items Subtotal</b>				<b>\$39,070.00</b>
<b>Structure Items</b>				
Ampitheater	1	LS	\$30,000.00	\$30,000.00
<b>Structure Items Subtotal</b>				<b>\$30,000.00</b>
<b>TOTAL</b>				<b>\$69,100.00</b>

## DPW Shed

Road Items	Quantity	Unit	Price	Total
201.0120 Clearing	3	ID	\$50.00	\$150.00
201.0220 Grubbing	3	ID	\$20.00	\$60.00
205.0100 Excavation Common	174	CY	\$17.00	\$2,960.00
305.0120 Base Aggregate Dense 1 1/4-Inch	160	TON	\$16.00	\$2,560.00
312.0110 Select Crushed Material	140	TON	\$18.00	\$2,520.00
455.0605 Tack Coat	20	GAL	\$4.50	\$90.00
460.5223 HMA Pavement 3 LT 58-28 S	70	TON	\$85.00	\$5,950.00
460.5224 HMA Pavement 4 LT 58-28 S	50	TON	\$85.00	\$4,250.00
646.8305 Marking Parking Stall Paint	90	LF	\$3.00	\$270.00
Erosion Control and Restoration	5%	LS		\$900.00
Incidental Roadway Items	15%	LS		\$2,800.00
<b>Roadway Items Subtotal</b>				<b>\$22,510.00</b>
<b>Structure Items</b>				
Concrete Foundation	1	LS	\$0.00	\$0.00
DPW Shed	1	LS	\$375,000.00	\$375,000.00
Remove Old DPW Shed	1	LS	\$20,000.00	\$20,000.00
<b>Structure Items Subtotal</b>				<b>\$395,000.00</b>
<b>TOTAL</b>				<b>\$417,500.00</b>

## Ramp Gates

Road Items	Quantity	Unit	Price	Total
Ramp Gates	2	Each	\$4,000.00	\$8,000.00
<b>TOTAL</b>				<b>\$8,000.00</b>



## Bluejay Road

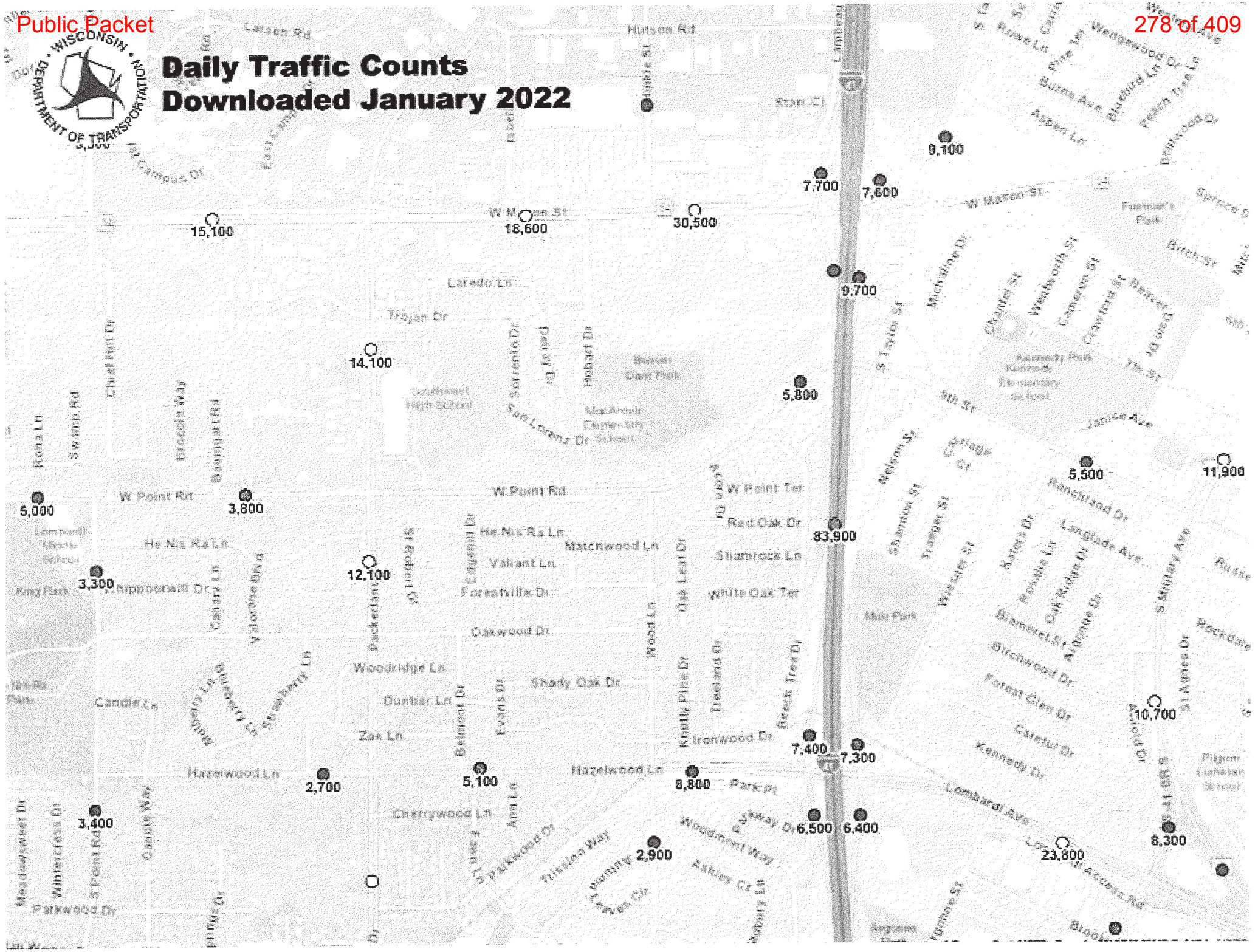
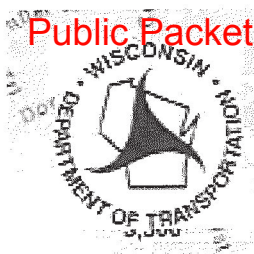
Road Items	Quantity	Unit	Price	Total
204.0120 Removing Asphaltic Surface Milling	1,462	SY	\$7.50	\$10,960.00
205.0100 Excavation Common	426	CY	\$17.00	\$7,250.00
305.0120 Base Aggregate Dense 1 1/4-Inch	120	TON	\$16.00	\$1,920.00
312.0110 Select Crushed Material	110	TON	\$18.00	\$1,980.00
455.0605 Tack Coat	93	GAL	\$4.50	\$420.00
460.5223 HMA Pavement 3 LT 58-28 S	40	TON	\$85.00	\$3,400.00
460.5224 HMA Pavement 4 LT 58-28 S	190	TON	\$85.00	\$16,150.00
465.0105 Asphaltic Surface	17	TON	\$100.00	\$1,690.00
646.8305 Marking Parking Stall Paint	162	LF	\$3.00	\$490.00
Erosion Control and Restoration	10%	LS		\$3,300.00
Incidental Roadway Items	20%	LS		\$6,600.00
<b>Roadway Items Subtotal</b>				<b>\$54,160.00</b>
<b>Structure Items</b>				
	1	LS	\$0.00	\$0.00
<b>Structure Items Subtotal</b>				<b>\$0.00</b>
				<b>\$54,200.00</b>

## PROJECT TOTALS

<b>Roadway Items</b>				
South Parking Lot Resurface - Veterans Wall				\$92,240.00
North Parking Lot and Visitor Center				\$204,660.00
Lighting at North Parking Lot				\$120,000.00
Five Houses Improvements to Salt Pork Avenue Log Home Improvements				\$27,770.00
Long House Village and Ampitheater				\$39,070.00
DPW Shed				\$22,510.00
Ramp Gates				\$8,000.00
Bluejay Road				\$54,160.00
Roadway Improvements Subtotal				\$568,410.00
<b>Structure Items</b>				
Eagle Statue Base				\$18,000.00
Visitor Center				\$1,095,000.00
Handicap Ramps				\$80,000.00
Ampitheater				\$30,000.00
DPW Shed				\$375,000.00
Remove Old DPW Shed				\$20,000.00
Structure Items Subtotal				\$1,618,000.00
Mobilization ( <i>Percentage of Roadway Items and Structure Items Total</i> )			<b>10%</b>	\$218,600.00
<b>Survey, Design, and Construction Oversight</b>				
Survey			<b>2%</b>	\$43,700.00
Roadway Design Fees			<b>15%</b>	\$85,300.00
Structure Design Fees			<b>4%</b>	\$64,700.00
Geotechnical Design Fees			<b>2%</b>	\$43,700.00
Construction Oversight			<b>7%</b>	\$39,800.00
Design Subtotal				\$277,200.00
			<b>PROJECT TOTAL</b>	<b>\$2,682,210.00</b>



# Daily Traffic Counts Downloaded January 2022

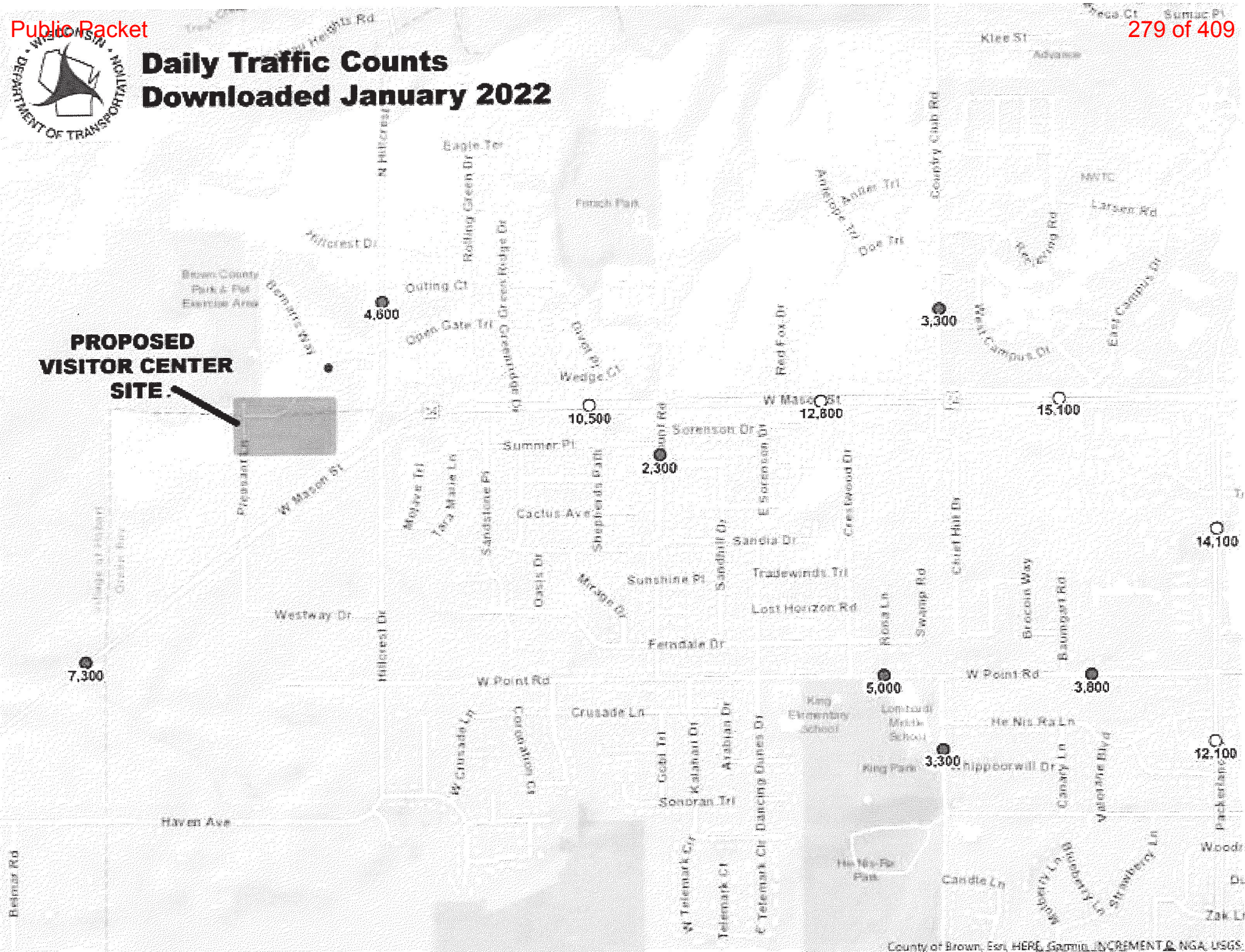






# Daily Traffic Counts Downloaded January 2022

**PROPOSED  
VISITOR CENTER  
SITE.**














# Oneida Zoning Map



## Legend

-  A1 - Agricultural
-  C1 - Commercial
-  M1 - Industrial
-  G1 - Institutional
-  R1 - Single-Family Residential
-  R2 - Two Family Residential
-  R3 - Low Density Multi-family Residential
-  R4 - High Density Multi-family Residential
-  R5 - Mobile Home Parks

\*\*Pursuant to the Oneida Zoning and Shoreland Protection Ordinance, the land use designations on this Official Tribal Zoning Map are applicable to the Tribe, tribal members, and individuals and businesses leasing, occupying or otherwise using tribal fee lands and tribal trust lands on the Oneida Reservation on all tribal trust lands.



GEOGRAPHIC LAND INFORMATION SYSTEMS

N 703 Packerland Drive  
Green Bay, Wisconsin  
(920) 496-2007



Coordinate System: Wisconsin State Plane, Central Zone  
Lambert Projection, U.S. Foot  
Horizontal Datum: NAD83  
Vertical Datum: NAV88



August  
 2021

# Tourism Impact

Monthly Report from Discover Green Bay

## SIGNIFICANT CONVENTION & SPORTING EVENTS HELD IN AUGUST

- Wisconsin Narcotics Officers Association
- Valley Bakers Cooperative
- Order of Malta
- Converters Expo
- Pirate Fast Pitch Girls Tournament 14/17U – 2021
- Wisconsin Human Services Financial Management Association

August conventions and sporting events accounted for **7,103 room nights** and an economic impact of **\$3.9 million**.

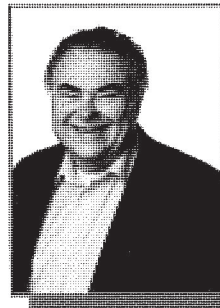
## TRAINING CAMP 2021

Discover Green Bay staffed eight Training Camp practices providing information to visitors and locals.

- We engaged with **2,279 attendees** at Training Camp in August.
- More than **3,700 brochures** and Discover Green Bay **promotional items** were handed out.
- Promoted Discover Green Bay partners by featuring their products and services at our new Visitor Center.

## MEDIA COVERAGE

Earned media included **11 interviews** and stories from WTAQ, Fox 11, WBAY, WFRV, NBC26, Green Bay Press-Gazette and Press Times for the month of August.



**Brad Toll**  
 President/CEO

## Training Camp Fans Experienced Green Bay Hospitality at Its Finest

*A message from the President/CEO*

We are just over one month into the successful roll out of our new brand. One of our goals with our new brand is to make real and beneficial connections with our visitors, locals, and member businesses. With the Packers training facility right outside our doors, we saw a perfect opportunity to highlight our partners and our temporary

Visitor Center in an experiential way. With support from our partners, we were able to show our Green Bay hospitality by providing visitors with tastings from twelve restaurant partners. Visitors from all over the country tasted their first frozen custard and squeaky cheese curds. Giving these visitors a true taste of Midwest-nice, prompted inquiries on “what else” Green Bay has to offer. We were able to engage these visitors in a more meaningful way, giving them lasting memories with their families.

The success of this program showed us, and our partners, the value in engaging with visitors. This has encouraged us to expand these partnership highlights on select days throughout the year. We hope to offer visitors not only the information they need to have a successful trip in Green Bay, but to offer them a relationship with the local businesses before they even start their journey.

For the football season, the Visitor Center is now open from 8 a.m. to 5 p.m. Monday through Friday, and every Saturday from 9 a.m. to 3 p.m. through October 30. In November and December, we will be open on Saturdays for Packers home games. Expanding our Visitor Center hours gives us the opportunity to engage more visitors: getting them excited to explore our phenomenal community.



**TRACKED AUGUST ARRIVALS**

**Top Arrivals by City**

- Milwaukee - 32.3%
- Appleton - 12.9%
- Wausau/Rhineland - 11.2%
- Marquette - 10%
- Madison - 7.5%
- Chicago - 5.6%

**Top 5 Destination Visits**

- Bay Park Square - 21.2%
- Lambeau Field - 15.6%
- Oneida Casino/Radisson - 12.8%
- Bay Beach Amusement Park - 10.1%
- Tittletown - 7.2%

**Distance to Arrival**

- 42.8% traveled less than 100 miles.
- 42% traveled 100-250 miles.
- 15.2% traveled 250-500+ miles.

**FUTURE CONVENTION & SPORTING EVENTS BOOKED**

- WI Chamber of Commerce Executive Conference - September, 2021
- WIAA State Volleyball Tournament - November, 2021
- Willow Creek Classic Bowling Event - February-May, 2022
- Wisconsin National Guard Enlisted Association - April, 2022 and 2023
- Arbonne International - May, 2022
- Wisconsin Narcotics Officers Association - August, 2022, 2023, 2024
- Wisconsin Association of Perinatal Care - September, 2022

**EVENTS ATTENDED & HOSTED BY DISCOVER GREEN BAY STAFF**

- ESTO 2021 Destination Marketing Conference in Los Angeles, California
- Connect 2021 in Tampa, Florida
- Resch Expo Event Rights Holders FAM
- Packers Training Camp and Visitor Center partner giveaways
- Provided city tours to two motorcoach groups and hosted three bus groups from Iowa, Wisconsin and California.
- Booth at the Wisconsin State Fair
- Circle Wisconsin Board meeting

# Monthly Scorecard

Sales	AUGUST	YTD 2021	% of Goal	2021 GOAL	YTD 2020
<b>Future Meetings &amp; Events Sales</b>					
Leads	14	87	56.1%	155	84
Future Room Nights from Leads	8,457	57,510	54.3%	106,000	56,249
Future Potential Economic Impact from Leads	\$5,383,001	\$31,280,087	38.3%	\$81,763,000	\$39,407,832
Tracked Future Room Nights	12,540	89,435	55.2%	162,000	92,431
Tracked Economic Impact	\$5,564,059	\$49,870,307	51.9%	\$96,070,000	\$52,474,839
<b>Motorcoach Sales</b>					
Contacts	46	454	60.5%	750	484
<b>Marketing/Media</b>					
<b>Electronic Marketing</b>					
Total Web Visitors	58,776	388,571	91.4%	425,000	267,699
Pageviews	143,534	1,630,023	74.1%	2,200,000	626,577
E-newsletter Database	130,955	130,955	131.0%	100,000	121,887
Social Media Impressions	732,580	4,174,068	46.9%	8,900,000	6,251,420
<b>Media Relations - Earned Media</b>					
Media Interviews	11	73	48.7%	150	69
Media Pitches	0	596	99.3%	600	633
Editorial Stories	11	78	NA	NA	107
Publicity Value	TBD	\$25,800	NA	NA	\$405,120
<b>Services</b>					
<b>Convention/Sports Services</b>					
Events Serviced	5	63	131.3%	48	58
Online Housing Reservations	0	945	NA	NA	865
Visitor Inquiries	3,804	16,244	81.2%	20,000	4,386
Destination Guide Mailings	1,839	29,849	97.9%	30,500	25,841
Brochure Distribution	47,784	255,840	73.1%	350,000	178,734
Mobile Visitor Center Events	8	13	65.0%	20	2
MVP Volunteer Hours	102	195	0.0%	NA	65
<b>Partnerships</b>					
New Partners	0	5	33.3%	15	9
Renewing Partners	18	120	60.0%	200	112
Revenue	\$5,690.31	\$44,010	78.0%	\$56,400	\$44,819

# Hotel Occupancy Report

AREA	JULY 2021				YEAR-TO-DATE			
	OCC	CHANGE	ADR	CHANGE	OCC	CHANGE	ADR	CHANGE
GREEN BAY	65.3%	47.6%	\$108.00	39.9%	48.3%	41.8%	\$89.88	5.9%
Wisconsin	68.2%	45.6%	\$136.12	27.8%	46.2%	31.4%	\$105.70	12.6%
Milwaukee	64.0%	57.6%	\$124.03	43.6%	45.7%	20.0%	\$96.72	9.0%
Madison	63.5%	82.7%	\$114.10	45.2%	41.7%	22.3%	\$88.72	-1.6%
Appleton/Oshkosh	64.4%	69.9%	\$140.12	88.2%	46.9%	36.6%	\$92.27	14.0%
Door County	80.6%	30.8%	\$142.83	9.5%	50.4%	42.5%	\$118.04	9.3%
Eau Claire	65.4%	48.0%	\$107.44	32.9%	44.5%	30.1%	\$89.89	12.9%
La Crosse	67.2%	46.2%	\$104.27	30.7%	49.6%	37.2%	\$88.36	10.7%
Wisconsin Dells	75.1%	35.7%	\$219.42	29.2%	49.3%	45.2%	\$165.28	24.7%
Wausau/Stevens Point	59.3%	49.1%	\$92.74	17.5%	40.5%	15.8%	\$85.77	1.8%

Most Recent Data from Smith Travel Research OCC = Hotel Occupancy ADR = Average Daily Rate



789 Armed Forces Drive  
Green Bay, WI 54304  
920.494.9507  
888.867.3342

GreenBay.com

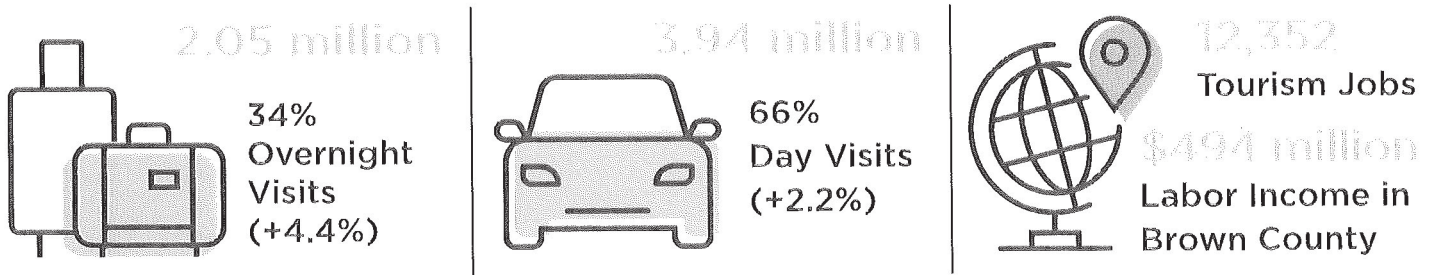


**We are  
community  
proud.**



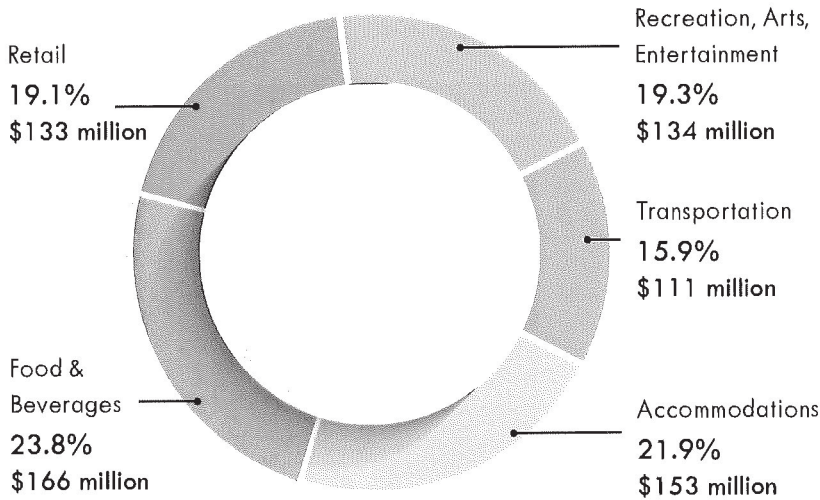
# 2019 TOURISM IMPACT

6 Million people visited Brown County



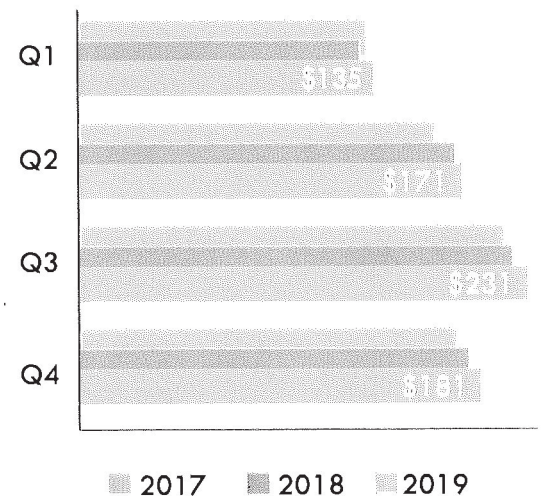
Brown County tourism generated **\$45.4 million** in local taxes.

**\$718 Million** (+3.1%)  
Brown County Visitor Expenditures



Direct Visitor Spending includes hotels, retailers, restaurants, attractions, transportation services and other businesses, and supports jobs in Brown County.

Brown County Visitor Spending by Season  
\$ Millions



Brown County ranks **#5** for visitor spending in Wisconsin following Milwaukee, Dane, Sauk and Waukesha counties.

Without taxes generated by tourism, each Brown County household would need to pay **\$960** to maintain the current level of government services.

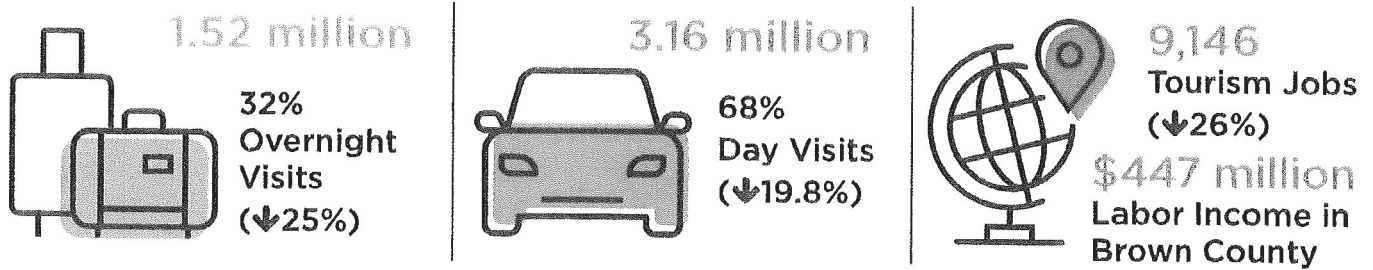


2019 Research Provided by Tourism Economics, Wayne, Pennsylvania.



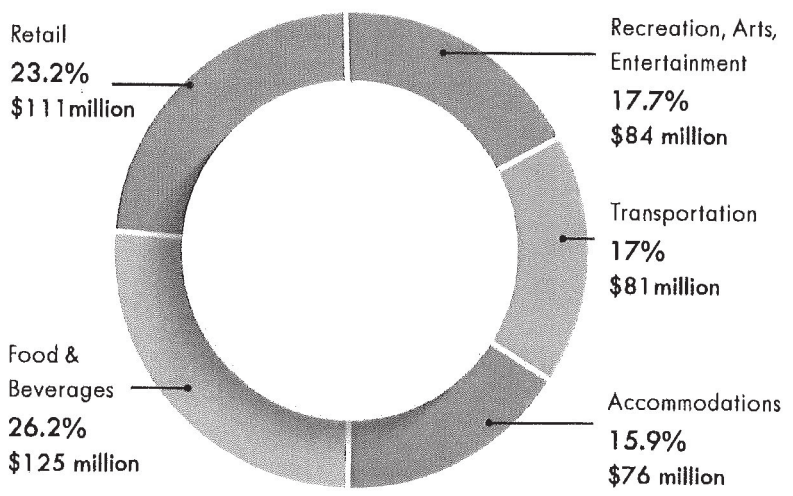
# 2020 TOURISM IMPACT

4.7 Million people visited Brown County



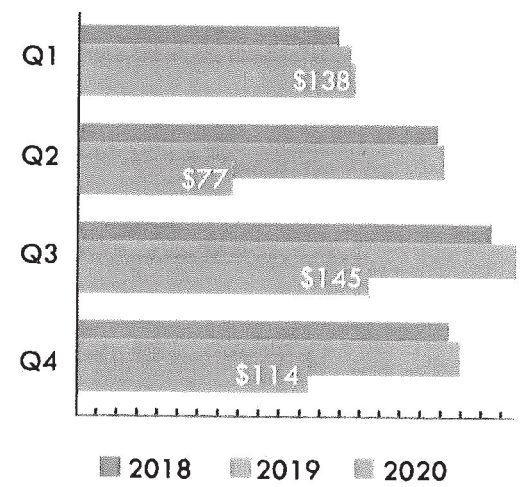
Brown County tourism generated **\$37.8 million** in local taxes.

**\$476 Million (↓34%)**  
Brown County Visitor Expenditures



Direct Visitor Spending includes hotels, retailers, restaurants, attractions, transportation services and other businesses, and supports jobs in Brown County.

**Brown County Visitor Spending by Season**  
\$ Millions



Brown County ranks **#5** for visitor spending in Wisconsin following Milwaukee, Sauk, Dane, and Waukesha counties.

Without taxes generated by tourism, each Brown County household would need to pay **\$485** to maintain the current level of government services.

# VISITATION TRENDS

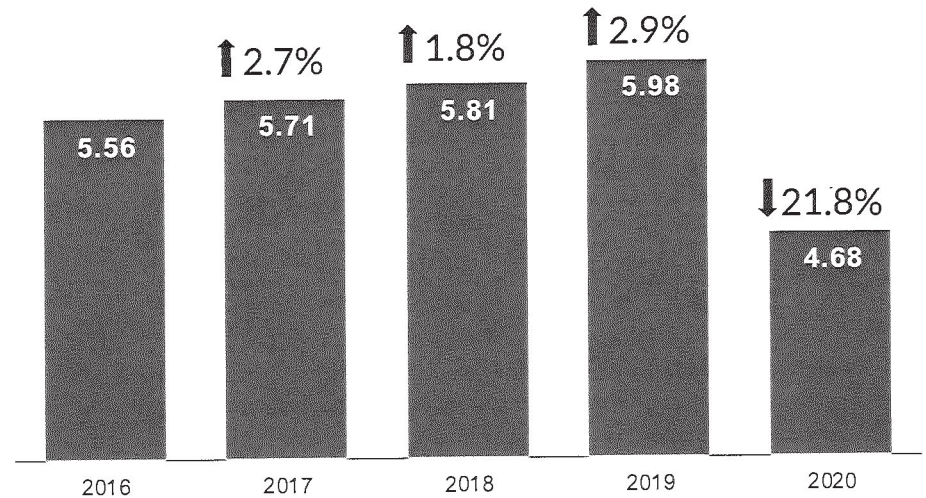
Total visitor count

Brown County welcomed 4.7 million visitors in 2020, a decrease of 22%.

Visitation fell by 1.3 million person-trips in 2020 bringing visitation below levels seen just after the 2008-9 recession.

Overnight travel suffered larger declines than day travel as visitors avoided commercial lodging for the comforts of home.

Brown County visitation levels (millions)



Source: Tourism Economics



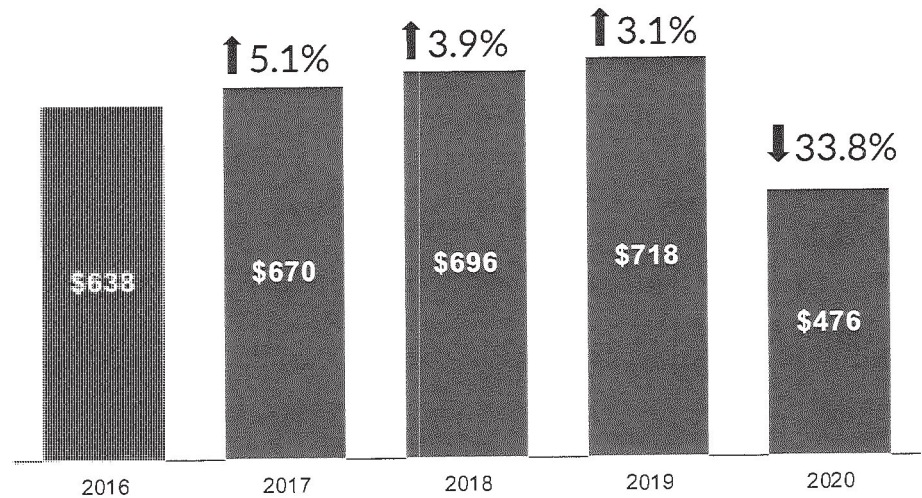
# VISITOR SPENDING TRENDS

Total visitor spending

Visitor spending in Brown County fell by a third in 2020 to \$476 million as declines in visitation along with price reductions in lodging and transportation slashed spending. Gas prices in 2020 were, on average, about 20% lower than in 2019.

The decline in spending brings Brown County's visitor spending to levels not seen since 2009.

Brown County visitor spending (\$ millions)



Source: Tourism Economics

# SPENDING TIMELINE

## Visitor spending timeline






### Visitor spending dropped by \$240 million in 2020

One-third of the spending losses came from the decline in lodging spending. A loss in demand from Packers games and other events along with the loss of the higher ADRs associated with those events meant that lodging spending fell by more than half.

The loss of ticket sales and closures of other attractions dropped recreational spending by 40% in 2020.

With Brown County serving as a regional retail hub and travelers stocking up when able to travel during the pandemic, retail losses were smaller than other categories.

### Visitor Spending in Brown County, 2016-2020 Amounts in millions of dollars

	2016	2017	2018	2019	2020	2020 Growth	2016-2020 CAGR
Total visitor spending	\$638.0	\$670.3	\$696.5	\$717.9	\$475.5	-33.8%	-7.1%
 Lodging*	\$144.4	\$148.8	\$152.8	\$160.0	\$75.7	-52.7%	-14.9%
 Food & beverages	\$152.7	\$161.1	\$165.7	\$171.3	\$124.6	-27.3%	-5.0%
 Retail	\$124.6	\$126.4	\$132.7	\$135.9	\$110.5	-18.7%	-3.0%
 Recreation	\$118.7	\$126.4	\$134.2	\$140.2	\$84.2	-40.0%	-8.2%
 Transportation**	\$97.6	\$107.5	\$111.1	\$110.5	\$80.6	-27.0%	-4.7%

\* Lodging includes 2nd home spending

\*\* Transportation includes all types of ground transportation

Source: Tourism Economics



# ECONOMIC IMPACTS

## Fiscal (tax)

The losses in spending, jobs and income earned by jobs associated with visitor activity affected tax impacts. Visitor associated state and local tax revenue in the county fell by about a quarter to \$74 million in 2020, 6.4% of all tax revenues generated by tourism in the state.

Even with losses of \$25 million in state and local tax revenues, tourism activity still generated \$74 million in state and local tax revenues in 2020.

### Governmental tax revenue

	2016	2017	2018	2019	2020	% Chg
<b>State and Local (millions)</b>						
Brown County	\$90.9	\$96.0	\$98.3	\$100.5	\$74.1	-26.22%
Wisconsin	\$1,506	\$1,541	\$1,582	\$1,610	\$1,157	-28.13%
Share	6.04%	6.23%	6.22%	6.24%	6.41%	
<b>Federal (millions)</b>						
Brown County	\$108.2	\$114.2	\$120.4	\$124.6	\$110.6	-11.23%
Wisconsin	\$1,148	\$1,195	\$1,244	\$1,289	\$1,064	-17.43%
Share	9.43%	9.56%	9.68%	9.67%	10.39%	

Source: Tourism Economics, IMPLAN



### SWOT Analysis

#### Strengths

- Unique cultural experience
- Developed product
- Tourism team
- Annual events
- Two hotels capturing business and leisure travelers
- Casinos
- Location in relation to population center, highways, and airport
- Access to natural resources
- Funding
- Partnerships with Green Bay CVB and other civic organizations
- Access to data and research
- Well-developed external marketing plan
- Tribal government support
- Room tax revenue
- Perseverance
- Use of technology
- Availability of local indigenous food caterer
- Social media presence

#### Weaknesses

- Restrictions on use of available tourism funding
- Lack of consistent tourism development funding
- Tribal departments operating in silos
- Lack of a visitor center central location
- Partnerships with other tourism partners (i.e. Door County and other tribes)
- Lack of an indigenous food restaurant
- Limited tourism staff weekend staff
- Green Bay Visitor Center inclusion

#### Threats

- Federal Government gaming regulations
- Weather
- Internal bureaucracy
- Funding
- Accuracy and consistency in the sharing of Oneida culture
- Limited staff and resources available

#### Opportunities

- Cross promote with other area cultural and historical sites such as Heritage Hill
- Seek inclusion in the proposed Green Bay Visitor Center through a kiosk or staffing
- Identify and understand travel trends through visitor research and apply to tourism promotion and development initiatives
- Create a retail opportunity at Amelia Cornelius Culture Park including local arts
- Establish standard hours at Amelia Cornelius Culture Park for visitor access in the absence of a coordinated tour
- Develop a cultural ambassador program utilizing a trained volunteer base
- Secure a Joint Effort Marketing (JEM) Grant through WI Department of Tourism to expand marketing of new promotional initiative and/or events
- Establish a series of smaller events to highlight cultural assets
- Install signage at Buffalo Farm
- Develop wayfinding program using 2011 plan
- Create a tourism engagement in Downtown Oneida such as an information kiosk
- Develop a cultural visitor center to serve as a hub for visitors to Oneida
- Capture visitor traffic through cruise ships arriving in Green Bay market
- Seek inclusion in regional itineraries focusing on Chicago to Minneapolis tours
- Support the development of an indigenous food restaurant

TRAVEL  
WISCONSIN  
.COM

## ONEIDA NATION TRIBAL TOURISM ASSESSMENT DECEMBER 2019



Tribes that believe they can compete for visitors should be commended for the vision to diversify their economies. In terms of job growth, the travel and tourism industry is one of the fastest growing industries in the new economy. And, these are jobs that can very rarely be exported outside the borders of the badger state, much less the nation.

The Wisconsin Department of Tourism offers tourism partners a Tourism Assessment tool designed to find the best path for maximizing strengths, creating a destination that is appealing to visitors, and outline the development necessary to increase the impact of visitor spending on the local economy and grow jobs.

This Oneida Nation Tribal Tourism Assessment was conducted as a joint project between the Wisconsin Department of Tourism's Bureau of Industry and Agency Services and the Oneida Nation Tourism Department.

For more information about the Tribal Tourism Assessment process, or to consult with a Tourism representative on the opportunity for an assessment, visit <http://industry.travelwisconsin.com/industry-outreach/tourism-assessments>.





# Oneida Nation Tribal Tourism Assessment

## Perception Survey Results

Eight-two surveys were completed between February and April of 2019. Responses were received through an online survey administered by the Oneida Nation Tourism Department. Responses represent members of and visitors to the Oneida Nation.

When asked what assets do or would be likely to attract visitor to the Oneida Nation, both visitors and residents identify the local culture, agri-tourism experiences, events, and gaming opportunities. Additionally, the natural beauty of the region and the people are viewed as assets.

Weaknesses commonly identified include the lack of a central hub of tourism experiences, wayfinding signage, a belief that non-tribal members are not welcome, limited things to see and do, and the limited selection of retail and dining available.

Responses suggest that the addition of a cultural center, regular hours to experience cultural sites, and more things to see and do would enhance the destination in the eyes of the visitor.

Common visitor and resident survey responses included the following.

### Trip Purpose

- Culture and heritage
- Agri-tourism
- Events
- Gaming

### Most Attractive Assets

- Culture and heritage
- Natural beauty
- Casinos
- Agri-tourism
- Events
- The people

### Greatest Weaknesses

- Distance between experiences and signage
- Accessibility for non-tribal members
- Lack of things to see and do for families
- Retail and dining options

### Destination Enhancing Opportunities

- Cultural center
- Regular hours of cultural experiences
- More to see and do for families
- Openness to non-tribal members

## Top Destination Experiences

- Casinos
- Pow Wow
- Big Apple Fest
- Oneida Museum
- Thornberry Creek Golf Course
- Amelia Cornelius Culture Park (Longhouse / Log Homes)
- Guided Tours (Cultural, Agri-Tourism, etc.)
- Radisson Hotel and Conference Center
- Agri-Tourism (Buffalo, Apple Orchards, Hydroponics, etc.)
- Retail (Markets, Gift Shops)

## Competitive Analysis

When considering destinations which the Oneida Nation competes with for visitors; such as Green Bay, Door County, and the Wisconsin Dells, the Oneida Nation has a solid competitive advantage in casinos and the opportunity to experience Native American culture through tours and pow wows. These experiences should be the focus of tourism promotion and development initiatives. Additionally, consider the differentiation of Woodland Indian cultural experiences versus the Plains and Southwest Indian cultural experiences with markets outside of the Midwest including international markets.

## Development Priorities

	Priority	Timeline
Cross promote with other area cultural and historical sites such as Heritage Hill	1	0-1 Year
Seek inclusion in the proposed Green Bay Visitor Center through a kiosk or staffing	1	0-1 Year
Identify and understand travel trends through visitor research and apply to tourism promotion and development initiatives	1	0-1 Year
Create a retail opportunity at Amelia Cornelius Culture Park including local arts	1	0-1 Year
Establish standard hours at Amelia Cornelius Culture Park for visitor access in the absence of a coordinated tour	1	0-1 Year
Develop a cultural ambassador program utilizing a trained volunteer base	2	0-1 Year
Establish a series of smaller events to highlight cultural assets	3	0-1 Year
Develop wayfinding program using 2011 plan and include signage at Buffalo Farm	1	2-3 Years
Create a tourism engagement in Downtown Oneida such as an information kiosk	3	2-3 Years
Develop a cultural visitor center to serve as a hub for visitors to Oneida	1	2-3 Years
Capture visitor traffic through cruise ships arriving in Green Bay market	3	2-3 Years
Seek inclusion in regional itineraries focusing on Chicago to Minneapolis tours	3	2-3 Years
Support the development of an indigenous food restaurant	3	3-5 Years

## Recommendations

### Develop a Visitor & Cultural Center Experience

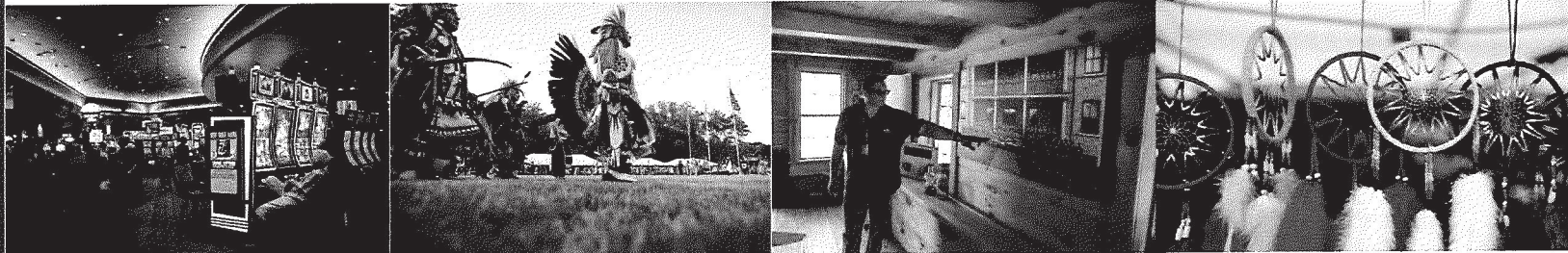
Perception research identified the Oneida experiences to be dispersed and not always accessible to visitors. The development of a visitor and cultural center will create a central and identifiable location for experiencing the local heritage and culture. Beyond brochures and maps, a visitor center experience should be immersive providing interpretive displays and storytelling which share the native culture and branch out to the cultural assets of the Oneida Nation.

### Implement a Strategic Wayfinding & Signage Program

Utilize wayfinding not only to help visitors find their destination, but to move travelers to where you want them to be. Wayfinding is a system of signage that seeks to guide visitors to a destination as well identify the specific attractions once they have arrived. By using wayfinding strategically, visitors can be led to Oneida experiences via a preferred route. Wayfinding should work with printed guides, itineraries and web content in a cohesive program to move visitors around the area.

### Cross Promotion with Complementary Activities

A significant strength for the Oneida Nation is its proximity to the Green Bay area. Evaluate the assets in the region which draw visitors who may also have an interest in the experiences of the Oneida Nation and pursue mutually beneficial relationships to cross promote with these local partners. Beginning with other assets which have a cultural or historical interest will be a good start. Research identifies that a visitor typically seeks a minimum of four hours of activity for every hour traveled. Therefore, partnering with other area activities can provide a larger draw for visitors.





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

To: Michelle Danforth – Marketing & Tourism Director

Through: n/a

From: Briggs Noble – Construction Manager

Date: October 10, 2022

Re: Amelia Cornelius Culture Park – Site Amenities

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

- Concept Paper – dated: n/a
- CDC Approval Package – dated: October 10, 2022

*Michelle Danforth-Anderson*

10.18.22

Michelle Danforth – Marketing & Tourism Director

Date

Form CIP-05  
Rev. Dec. 4, 2017



Approve the 2023 Oneida Business Committee meeting, reporting, and standing meeting schedules

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. General Information:

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

Justification: *Choose reason for Executive.*

3. Supporting Documents:

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bylaws   | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation           |
| <input type="checkbox"/> Contract Document(s)   | <input type="checkbox"/> Law                     | <input type="checkbox"/> Report                 |
| <input type="checkbox"/> Correspondence   | <input type="checkbox"/> Legal Review            | <input type="checkbox"/> Resolution             |
| <input type="checkbox"/> Draft GTC Notice   | <input type="checkbox"/> Minutes                 | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet   | <input type="checkbox"/> MOU/MOA                 | <input type="checkbox"/> Statement of Effect    |
| <input type="checkbox"/> E-poll results/back-up   | <input type="checkbox"/> Petition                | <input type="checkbox"/> Travel Documents       |
| <input checked="" type="checkbox"/> Other: 2023 OBC meeting, reporting, and standing schedule |  |   |

4. Budget Information:

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

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: \_\_\_\_\_

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1





## Memorandum

TO: Oneida Business Committee

FROM: Aliskwet Ellis, Information Management Specialist

DATE: October 19, 2022

RE: 2023 OBC meeting, reporting and standing schedule

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### Purpose:

The attached calendar and schedules are being presented to the Business Committee in accordance with the Oneida Business Committee Meetings Law:

§117.6-1. *Annual Schedule.* The Oneida Nation Secretary shall present, on or around October of each year, a proposed schedule for regular meetings of the Oneida Business Committee for approval by the Oneida Business Committee.

§117.6-2. *Reporting Schedule.* The Oneida Nation Secretary shall present, on or around October of each year, a proposed schedule for presentation of reports by entities at regular meetings of the Oneida Business Committee for approval by the Oneida Business Committee.

### Background:

The schedule was presented at the October 18, 2022, BC Work Session and was agreed upon consensus to forward to the October 26, 2022, regular BC meeting for formal approval.

### Requested Action:

Approve the 2023 OBC meeting, reporting, and standing schedule.

## 2023 regular & executive session OBC Meeting Schedule

Regular & Executive Meeting Date	Agenda Request Due Date:
<b>Wed. Jan 11 Reg</b>	Tues. Jan 3
Tues. Jan 24 Exec <b>Wed. Jan 25 Reg</b>	Tues. Jan 17
Tues. Feb 8 Exec <b>Wed. Feb 8 Reg</b>	Tues. Jan 31
Tues. Feb 21 Exec <b>Wed. Feb 22 Reg</b>	Tues. Feb 14
<b>Wed. Mar 8 Reg</b>	Tues. Feb 28
Tues. Mar 21 Exec <b>Wed. Mar 22 Reg</b>	Tues. Mar 14
<b>Wed. Apr 12 Reg</b>	Tues. Apr 4
Tues. Apr 25 Exec <b>Wed. Apr 26 Reg</b>	Tues. Apr 18
Tues. May 9 Exec <b>Wed. May 10 Reg</b>	Tues. May 2
Tues. May 23 Exec <b>Wed. May 24 Reg</b>	Tues. May 16
<b>Wed. Jun 14 Reg</b>	Tues. Jun 6
Tues. June 27 Exec <b>Wed. Jun 28 Reg</b>	Tues. Jun 20
<b>Wed. Jul 12 Reg</b>	Wed. Jul 5*
Tues. Jul 25 Exec <b>Wed. Jul 26 Reg</b>	Tues. Jul 18
Tues. Aug 8 Exec <b>Wed. Aug 9 Reg</b>	Tues. Aug 1
Tues. Aug 22 Exec <b>Wed. Aug 23 Reg</b>	Tues. Aug 15
<b>Wed. Sep 13 Reg</b>	Tues. Sep 5
Tues. Sep 26 Exec <b>Wed. Sep 27 Reg</b>	Tues. Sep 19
<b>Wed. Oct 11 Reg</b>	Tues. Oct 3

## 2023 regular & executive session OBC Meeting Schedule

Tues. Oct 24 Exec <b>Wed. Oct 25 Reg</b>	Tues. Oct 17
Tues. Nov 7 Exec <b>Wed. Nov 8 Reg</b>	Tues. Oct 31
Tues. Nov 21 Exec <b>Wed. Nov 22 Reg</b>	Tues. Nov 14
<b>Wed. Dec 13 Reg</b>	Tues. Dec 5
Tues. Dec 26 Exec <b>Wed. Dec 27 Reg</b>	Tues. Dec 19

\*Due to a holiday the submission deadline has been adjusted.

## BCC's, Other Boards, and OBC Standing Committees 2023 Reporting Schedule

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

FY-23 Q1 Report (Oct '22-Dec '22)		FY-23 Q2 Report (Jan '23-Mar '23)		FY-23 Q3 Report (Apr '23-Jun '23)		FY-23 Q4 Report (Jul '23-Sep '23)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 31	Feb 8	May 2	May 10	Aug 1	Aug 9	Oct 31	Nov 8
Entity Name							Tentative Time <sup>1</sup>
Anna John Resident Centered Care Community Board							10:00 a.m.
Oneida Community Library Board							
Oneida Environmental Resource Board							
Oneida Nation Arts Board							
Oneida Nation Veterans Affairs Committee							
Oneida Personnel Commission							
Oneida Police Commission							
Oneida Pow-wow Committee							
Pardon & Forgiveness Screening Committee							
Southeastern Oneida Tribal Services Advisory Board							
Oneida Election Board							10:30 a.m.
Oneida Gaming Commission							
Oneida Land Claims Commission							
Oneida Land Commission							
Oneida Nation Commission on Aging							
Oneida Nation School Board							
Oneida Trust Enrollment Committee							
Oneida Youth Leadership Institute							10:30 a.m.
Community Development Planning Committee							On Call
Finance Committee							
Legislative Operating Committee							
Quality of Life Committee							
Audit Committee <sup>2</sup>							

<sup>1</sup> Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

<sup>2</sup> Audit Committee's report is submitted to Executive Session

## Corporate Boards 2023 Reporting Schedule

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

### Open Session

FY-23 Q1 Report (Oct '22-Dec '22)		FY-23 Q2 Report (Jan '23-Mar '23)		FY-23 Q3 Report (Apr '23-Jun '23)		FY-23 Q4 Report (Jul '23-Sep '23)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Feb 14	Feb 22	May 16	May 24	Aug 15	Aug 23	Nov 14	Nov 22
Entity Name						Tentative Time	
Bay Bancorporation, Inc.						11:30 a.m. <sup>1</sup>	
Oneida ESC Group, LLC.							
Oneida Airport Hotel Corporation							
Oneida Golf Enterprise							

### Executive Session

FY-23 Q1 Report (Oct '22-Dec '22)		FY-23 Q2 Report (Jan '23-Mar '23)		FY-23 Q3 Report (Apr '23-Jun '23)		FY-23 Q4 Report (Jul '23-Sep '23)	
Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date
Feb 14	Feb 21	May 16	May 23	Aug 15	Aug 22	Nov 14	Nov 21
Entity Name						Tentative Time	
Bay Bancorporation, Inc.						1:30 p.m.	
Oneida ESC Group, LLC						2:00 p.m.	
Oneida Airport Hotel Corporation						2:30 p.m.	
Oneida Golf Enterprise						3:00 p.m.	

<sup>1</sup> Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.



## General Manager – Operational Reports 2023 Reporting Schedule – Open Session

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

FY-23 Q1 Report (Oct '22-Dec '22)		FY-23 Q2 Report (Jan '23-Mar '23)		FY-23 Q3 Report (Apr '23-Jun '23)		FY-23 Q4 Report (Jul '23-Sep '23)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 17	Jan 25	April 18	April 26	Jul 18	Jul 26	Oct 17	Oct 25
Division/Department						Tentative Time <sup>1</sup>	
Big Bear Media						10:00 a.m.	
Comprehensive Health							
Comprehensive Housing							
Digital Technology Services							
Education & Training							
Environmental, Health, Safety, Land & Agriculture							
Governmental Services							
Grants							
Public Works							
Tribal Action Plan							

<sup>1</sup> Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

## OBC Direct Reports 2023 Reporting Schedule

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

### Open Session

FY-23 Q1 Report (Oct '22-Dec '22)		FY-23 Q2 Report (Jan '23-Mar '23)		FY-23 Q3 Report (Apr '23-Jun '23)		FY-23 Q4 Report (Jul '23-Sep '23)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 31	Feb 8	May 2	May 10	Aug 1	Aug 9	Oct 31	Nov 8
<b>OBC Direct Report</b>						<b>Tentative Time<sup>1</sup></b>	
Emergency Management						10:00 a.m.	

### Executive Session

FY-23 Q1 Report (Oct '22-Dec '22)		FY-23 Q2 Report (Jan '23-Mar '23)		FY-23 Q3 Report (Apr '23-Jun '23)		FY-23 Q4 Report (Jul '23-Sep '23)	
Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date
Jan 31	Feb 7	May 2	May 9	Aug 1	Aug 8	Oct 31	Nov 7
<b>OBC Direct Report &amp; Joint Marketing</b>						<b>Tentative Time</b>	
Gaming						8:30 a.m.	
Retail Enterprise						9:00 a.m.	
Human Resources						9:30 a.m.	
Internal Security						10:00 a.m.	

### Executive Session

<i>Reporting at regular OBC meetings in Executive Session</i>	
Direct Report Area	Frequency
Chief Counsel	Every meeting
General Manager	Every meeting
Intergovernmental Affairs and Communications	2 <sup>nd</sup> regular mtg. each month
Chief Financial Officer	2 <sup>nd</sup> regular mtg. even months <sup>2</sup>

<sup>1</sup> Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

<sup>2</sup> February, April, June, August, October, December

# January 2023

January 2023							February 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7	5	6	7	1	2	3	4
8	9	10	11	12	13	14	12	13	14	15	16	17	18
15	16	17	18	19	20	21	19	20	21	22	23	24	25
22	23	24	25	26	27	28	26	27	28				
29	30	31											

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 1, 23	<p>2</p> <p>8:00am New Year's Day (observed) - Holiday (NA) - Secretary</p> <p>9:00am Public Health Update (Standing Meeting) (Teams) -</p>	<p>3</p> <p>9:00am Finance Committee - Secretary</p> <p>1:30pm BC Officers Meeting - Secretary</p>	<p>4</p> <p>9:00am LOC Meeting (BC_Conf_Room) - LOC</p>	<p>5</p> <p>9:00am CDPC Meeting - Secretary</p> <p>3:00pm BC Agenda Review - Secretary</p>	<p>6</p>	<p>7</p>
8	<p>9</p> <p>9:00am Public Health Update (Standing Meeting) (Teams) -</p> <p>1:30pm Operation Round Table - Secretary</p>	<p>10</p>	<p>11</p> <p>8:30am Regular BC Meeting - Secretary</p>	<p>12</p>	<p>13</p>	<p>14</p>
15	<p>16</p> <p>9:00am Finance Committee Meeting - Secretary</p> <p>9:00am Public Health Update (Standing Meeting) (Teams) -</p>	<p>17</p> <p>BC Work Session - FYI - Secretary</p> <p>8:30am BC Work Session - Secretary</p>	<p>18</p> <p>9:00am LOC Meeting (BC_Conf_Room) - LOC</p>	<p>19</p> <p>9:00am QOL Committee Meeting - Secretary</p> <p>2:00pm Audit Committee Meeting -</p> <p>3:00pm BC Agenda Review - Secretary</p>	<p>20</p>	<p>21</p>
22	<p>23</p> <p>9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update</p> <p>1:30pm IGAC Report - Secretary</p>	<p>24</p> <p>8:30am BC Executive Session Discussion - Secretary</p>	<p>25</p> <p>8:30am Regular BC Meeting - Secretary</p>	<p>26</p>	<p>27</p>	<p>28</p>
29	<p>30</p> <p>9:00am Finance Committee -</p> <p>9:00am Public Health Update (Standing</p> <p>1:30pm BC Officers Meeting - Secretary</p>	<p>31</p>	<p>Feb 1</p>	<p>2</p>	<p>3</p>	<p>4</p>

# February 2023

February 2023							March 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4				1	2	3	4
5	6	7	8	9	10	11	5	6	7	8	9	10	11
12	13	14	15	16	17	18	12	13	14	15	16	17	18
19	20	21	22	23	24	25	19	20	21	22	23	24	25
26	27	28					26	27	28	29	30	31	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jan 29	30	31	Feb 1 9:00am LOC Meeting (BC_Conf_Room) - LOC	2 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	3	4
5	6 9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	7 8:30am BC Executive Session Discussion - Secretary	8 8:30am Regular BC Meeting - Secretary	9	10	11
12	13 9:00am Finance Committee Meeting - Secretary 9:00am Public Health Update (Standing Meeting) (Teams) -	14 8:30am BC Work Session - Secretary	15 9:00am LOC Meeting - Secretary	16 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	17	18
19	20 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	21 8:30am BC Executive Session Discussion - Secretary	22 8:30am Regular BC Meeting - Secretary	23	24	25
26	27 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing 1:30pm BC Officers Meeting - Secretary	28	Mar 1	2	3	4

# March 2023

March 2023							April 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4							1
5	6	7	8	9	10	11	2	3	4	5	6	7	8
12	13	14	15	16	17	18	9	10	11	12	13	14	15
19	20	21	22	23	24	25	16	17	18	19	20	21	22
26	27	28	29	30	31		23	24	25	26	27	28	29
							30						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Feb 26	27	28	Mar 1 9:00am LOC Meeting (BC_Conf_Room) - LOC	2 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	3	4
5	6 9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	7	8 8:30am Regular BC Meeting - Secretary	9 3:00pm Bi-annual Joint Meeting - OBC and OLC - Secretary	10	11
12	13 9:00am Finance Committee Meeting - Secretary 9:00am Public Health Update (Standing Meeting) (Teams) -	14 8:30am BC Work Session - Secretary	15 9:00am LOC Meeting - Secretary	16 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	17	18
19	20 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	21 8:30am BC Executive Session Discussion - Secretary	22 8:30am Regular BC Meeting - Secretary	23 3:00pm Joint Meeting - OBC and OTEC - Secretary	24	25
26	27 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update Team	28	29	30	31	Apr 1



# April 2023

April 2023							May 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
						1		1	2	3	4	5	6
2	3	4	5	6	7	8	7	8	9	10	11	12	13
9	10	11	12	13	14	15	14	15	16	17	18	19	20
16	17	18	19	20	21	22	21	22	23	24	25	26	27
23	24	25	26	27	28	29	28	29	30	31			
30													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Mar 26	27	28	29	30	31	Apr 1
2	3 9:00am Finance Committee Meeting - 9:00am Public Health 1:30pm BC Officers	4	5 9:00am LOC Meeting (BC Conf_Room) - LOC	6 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	7 12:00pm Good Friday (1/2 Day) - Holiday (NA) - Secretary	8
9	10 9:00am Public Health Update (Standing 1:30pm Operation Round Table -	11	12 8:30am Regular BC Meeting - Secretary	13	14	15
16	17 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing	18 8:30am BC Work Session - Secretary	19 9:00am LOC Meeting - Secretary	20 9:00am QOL Committee Meeting - Secretary 2:00pm Audit 3:00pm BC Agenda	21	22
23	24 9:00am Public Health Update (Standing 1:30pm IGAC Report - Secretary	25 8:30am BC Executive Session Discussion - Secretary	26 8:30am Regular BC Meeting - Secretary	27	28	29
30	May 1	2	3	4	5	6

# May 2023

May 2023							June 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
7	8	9	10	11	12	13	4	5	6	7	8	9	10
14	15	16	17	18	19	20	11	12	13	14	15	16	17
21	22	23	24	25	26	27	18	19	20	21	22	23	24
28	29	30	31				25	26	27	28	29	30	

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Apr 30	May 1 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing Meeting) - 1:30pm BC Officers Meeting - Secretary	2	3 9:00am LOC Meeting (BC_Conf_Room) - LOC	4 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	5	6
7	8 9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	9 8:30am BC Executive Session Discussion - Secretary	10 8:30am Regular BC Meeting - Secretary	11	12	13
14	15 9:00am Finance Committee Meeting - Secretary 9:00am Public Health Update (Standing Meeting) (Teams) -	16 8:30am BC Work Session - Secretary	17 9:00am LOC Meeting - Secretary	18 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	19	20
21	22 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	23 8:30am BC Executive Session Discussion - Secretary	24 8:30am Regular BC Meeting - Secretary	25	26 8:00am Oneida Code Talkers Day - Holiday (NA) - Secretary	27
28	29 8:00am Memorial Day - Holiday (NA) - Secretary	30	31	Jun 1	2	3

# June 2023

June 2023							July 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
				1	2	3							1
4	5	6	7	8	9	10	2	3	4	5	6	7	8
11	12	13	14	15	16	17	9	10	11	12	13	14	15
18	19	20	21	22	23	24	16	17	18	19	20	21	22
25	26	27	28	29	30		23	24	25	26	27	28	29
							30	31					

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
May 28	29	30	31	Jun 1	2	3
4	9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing 1:30pm BC Officers Meeting - Secretary	6	7 9:00am LOC Meeting (BC_Conf_Room) - LOC	8 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	9	10
11	9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	13	14 8:30am Regular BC Meeting - Secretary	15	16	17
18	7:00am Tentative - Holiday (Juneteenth) 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing	20 8:30am BC Work Session - Secretary	21 9:00am LOC Meeting - Secretary	22 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	23	24
25	9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	27 8:30am BC Executive Session Discussion - Secretary	28 8:30am Regular BC Meeting - Secretary	29 1:30pm BC Officers Meeting - Secretary 3:00pm Joint Meeting - OBC and OTEC - Secretary	30	Jul 1

# July 2023

July 2023							August 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
2	3	4	5	6	7	1	6	7	8	9	10	11	12
9	10	11	12	13	14	15	13	14	15	16	17	18	19
16	17	18	19	20	21	22	20	21	22	23	24	25	26
23	24	25	26	27	28	29	27	28	29	30	31		
30	31												

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jun 25	26	27	28	29	30	Jul 1
2	3 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing	4 8:00am Independence Day - Holiday (NA) - Secretary	5 9:00am LOC Meeting (BC Conf_Room) - LOC	6 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	7	8
9	10 9:00am Public Health Update (Standing 1:30pm Operation Round Table -	11	12 8:30am Regular BC Meeting - Secretary	13	14	15
16	17 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing	18 8:30am BC Work Session - Secretary	19 9:00am LOC Meeting - Secretary	20 9:00am QOL Committee Meeting - Secretary 2:00pm Audit 3:00pm BC Agenda	21	22
23	24 9:00am Public Health Update (Standing 1:30pm IGAC Report -	25 8:30am BC Executive Session Discussion - Secretary	26 8:30am Regular BC Meeting - Secretary	FYI: Oneida Bicentennial Week of Events - Secretary		
30 FYI: Oneida Bicentennial Wei	31 9:00am Finance Committee Meeting - 9:00am Public Health 1:30pm BC Officers	Aug 1	2	3	4	5

# August 2023

August 2023							September 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
		1	2	3	4	5						1	2
6	7	8	9	10	11	12	3	4	5	6	7	8	9
13	14	15	16	17	18	19	10	11	12	13	14	15	16
20	21	22	23	24	25	26	17	18	19	20	21	22	23
27	28	29	30	31			24	25	26	27	28	29	30

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Jul 30	31	Aug 1	2 9:00am LOC Meeting (BC_Conf_Room) - LOC	3 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	4	5
6	7 9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	8 8:30am BC Executive Session Discussion - Secretary	9 8:30am Regular BC Meeting - Secretary	10	11	12
13	14 9:00am Finance Committee Meeting - Secretary 9:00am Public Health Update (Standing Meeting) (Teams) -	15 8:30am BC Work Session - Secretary	16 9:00am LOC Meeting - Secretary	17 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	18	19
20	21 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	22 8:30am BC Executive Session Discussion - Secretary	23 8:30am Regular BC Meeting - Secretary	24	25	26
27	28 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update Team	29	30	31	Sep 1	2



# September 2023

September 2023							October 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2	1	2	3	4	5	6	7
3	4	5	6	7	8	9	8	9	10	11	12	13	14
10	11	12	13	14	15	16	15	16	17	18	19	20	21
17	18	19	20	21	22	23	22	23	24	25	26	27	28
24	25	26	27	28	29	30	29	30	31				

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Aug 27	28	29	30	31	Sep 1	2
3	<div style="background-color: #f08080; padding: 2px;">8:00am Labor Day - Holiday (NA) - Secretary</div> <div style="background-color: #90ee90; padding: 2px;">9:00am Public Health Update (Standing Meeting) (Teams) -</div>	<div style="background-color: #90ee90; padding: 2px;">9:00am Finance Committee Meeting - Secretary</div> <div style="background-color: #d3d3d3; padding: 2px;">1:30pm BC Officers Meeting - Secretary</div>	<div style="background-color: #800080; padding: 2px;">9:00am LOC Meeting (BC_Conf_Room) - LOC</div>	<div style="background-color: #ffcc99; padding: 2px;">9:00am CDPC Meeting - Secretary</div> <div style="background-color: #ffff00; padding: 2px;">3:00pm BC Agenda Review - Secretary</div>	8	9
10	<div style="background-color: #90ee90; padding: 2px;">9:00am Public Health Update (Standing Meeting) (Teams) -</div> <div style="background-color: #ffff00; padding: 2px;">1:30pm Operation Round Table - Secretary</div>	12	<div style="background-color: #191970; padding: 2px;">8:30am Regular BC Meeting - Secretary</div>	<div style="background-color: #e61e99; padding: 2px;">3:00pm Bi-Annual Joint Meeting - OBC and OLC - Secretary</div>	15	16
17	<div style="background-color: #90ee90; padding: 2px;">9:00am Finance Committee Meeting - Secretary</div> <div style="background-color: #90ee90; padding: 2px;">9:00am Public Health Update (Standing Meeting) (Teams) -</div>	<div style="background-color: #191970; padding: 2px;">8:30am BC Work Session - Secretary</div>	<div style="background-color: #800080; padding: 2px;">9:00am LOC Meeting - Secretary</div>	<div style="background-color: #40e0d0; padding: 2px;">9:00am QOL Committee Meeting - Secretary</div> <div style="background-color: #666666; padding: 2px;">2:00pm Audit Committee Meeting -</div> <div style="background-color: #ffff00; padding: 2px;">3:00pm BC Agenda Review - Secretary</div>	22	23
24	<div style="background-color: #90ee90; padding: 2px;">9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update</div> <div style="background-color: #9370db; padding: 2px;">1:30pm IGAC Report - Secretary</div>	<div style="background-color: #191970; padding: 2px;">8:30am BC Executive Session Discussion - Secretary</div>	<div style="background-color: #191970; padding: 2px;">8:30am Regular BC Meeting - Secretary</div>	<div style="background-color: #e61e99; padding: 2px;">3:00pm Joint Meeting - OBC and OTEC - Secretary</div>	29	30

# October 2023

October 2023							November 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
1	2	3	4	5	6	7				1	2	3	4
8	9	10	11	12	13	14	5	6	7	8	9	10	11
15	16	17	18	19	20	21	12	13	14	15	16	17	18
22	23	24	25	26	27	28	19	20	21	22	23	24	25
29	30	31					26	27	28	29	30		

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 1	2 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing 1:30pm BC Officers Meeting - Secretary	3	4 9:00am LOC Meeting (BC_Conf_Room) - LOC	5 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	6	7
8	9 9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	10	11 8:30am Regular BC Meeting - Secretary	12	13	14
15	16 9:00am Finance Committee Meeting - Secretary 9:00am Public Health Update (Standing Meeting) (Teams) -	17 8:30am BC Work Session - Secretary	18 9:00am LOC Meeting - Secretary	19 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	20	21
22	23 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	24 8:30am BC Executive Session Discussion - Secretary	25 8:30am Regular BC Meeting - Secretary	26	27	28
29	30 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing 1:30pm BC Officers Meeting - Secretary	31	Nov 1	2	3	4

# November 2023

November 2023							December 2023						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
			1	2	3	4						1	2
5	6	7	8	9	10	11	3	4	5	6	7	8	9
12	13	14	15	16	17	18	10	11	12	13	14	15	16
19	20	21	22	23	24	25	17	18	19	20	21	22	23
26	27	28	29	30			24	25	26	27	28	29	30
							31						

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Oct 29	30	31	Nov 1 9:00am LOC Meeting (BC_Conf_Room) - LOC	2 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	3	4
5	6 9:00am Public Health Update (Standing Meeting) (Teams) - 1:30pm Operation Round Table - Secretary	7 8:30am BC Executive Session Discussion - Secretary	8 8:30am Regular BC Meeting - Secretary	9	10 8:00am Veterans Day (observed) - Holiday (NA) - Secretary	11
12	13 9:00am Finance Committee Meeting - Secretary 9:00am Public Health Update (Standing Meeting) (Teams) -	14 8:30am BC Work Session - Secretary	15 9:00am LOC Meeting - Secretary	16 9:00am QOL Committee Meeting - Secretary 2:00pm Audit Committee Meeting - 3:00pm BC Agenda Review - Secretary	17	18
19	20 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update 1:30pm IGAC Report - Secretary	21 8:30am BC Executive Session Discussion - Secretary	22 8:30am Regular BC Meeting - Secretary	23 8:00am Thanksgiving - Holiday (NA) - Secretary	24 8:00am Indian Day - Holiday (NA) - Secretary	25
26	27 9:00am Public Health Update (Standing Meeting) (Teams) - Public Health Update Team	28	29	30	Dec 1	2

# December 2023

December 2023							January 2024						
Su	Mo	Tu	We	Th	Fr	Sa	Su	Mo	Tu	We	Th	Fr	Sa
					1	2		1	2	3	4	5	6
3	4	5	6	7	8	9	7	8	9	10	11	12	13
10	11	12	13	14	15	16	14	15	16	17	18	19	20
17	18	19	20	21	22	23	21	22	23	24	25	26	27
24	25	26	27	28	29	30	28	29	30	31			
31													

SUNDAY	MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY	SATURDAY
Nov 26	27	28	29	30	Dec 1	2
3	4 9:00am Finance Committee Meeting - 9:00am Public Health 1:30pm BC Officers	5	6 9:00am LOC Meeting (BC Conf_Room) - LOC	7 9:00am CDPC Meeting - Secretary 3:00pm BC Agenda Review - Secretary	8	9
10	11 9:00am Public Health Update (Standing 1:30pm Operation Round Table -	12	13 8:30am Regular BC Meeting - Secretary	14	15	16
17	18 9:00am Finance Committee Meeting - 9:00am Public Health Update (Standing	19 8:30am BC Work Session - Secretary	20 9:00am LOC Meeting - Secretary	21 9:00am QOL Committee Meeting - Secretary 2:00pm Audit 3:00pm BC Agenda	22 12:00pm Christmas Eve (observed 1/2 day) - Holiday (NA) - Secretary	23
24	25 8:00am Christmas - Holiday (NA) - 9:00am Public Health Update (Standing	26 8:30am BC Executive Session Discussion - Secretary	27 8:30am Regular BC Meeting - Secretary	28 3:00pm Joint Meeting - OBC and OTEC - Secretary	29	30
31	Jan 1, 24	2	3	4	5	6

Schedule a special Business Committee meeting on December 16, 2022, at 9:00 a.m. for the Year End...

---

## Business Committee Agenda Request

**1. Meeting Date Requested:** 10/26/22

**2. Session:**

Open     Executive – must qualify under §107.4-1.

Justification: Audit Law

**3. Requested Motion:**

Accept as information; OR

Motion to hold a Special Business Committee meeting on December 16, 2022 at 9:00 am to have RSM US LLP present the Year End Financial Statements and GTC presentation materials.

**4. Areas potentially impacted or affected by this request:**

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

**5. Additional attendees needed for this request:**

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*



**6. Supporting Documents:**

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

**7. Budget Information:**


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

**8. Submission:**

Authorized Sponsor: David P. Jordan, Councilman

Primary Requestor: Loucinda Conway, Internal Audit

**Loucinda  
Conway**

 Digitally signed by Loucinda  
Conway  
Date: 2022.10.07 11:24:58 -05'00'



**MEMORANDUM**

**TO:** Lisa Liggins, Tribal Secretary  
**FROM:** Rebecca J. Schommer, Executive Assistant  
**DATE:** October 7, 2022

Rebecca Schommer  
Digitally signed by Rebecca Schommer  
Date: 2022.10.07 13:56:45 -05'00'

**SUBJECT:** Special BC meeting to review Financial Statements and GTC presentation

Internal Audit is requesting a Special BC meeting to be held on December 16, 2022 at 9:00 am to have RSM US present the Year End Financial Statements and the GTC presentation in executive session.

These reports require approval by the BC before they can be presented at GTC meeting (date to be determined), then finalized and made available to membership.

Post one (1) vacancy - Oneida Nation Commission on Aging

---

## Business Committee Agenda Request

**1. Meeting Date Requested:** 10/26/22

**2. General Information:**

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

**3. Supporting Documents:**

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

**4. Budget Information:**

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

**5. Submission:**

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: Shannon Davis

Additional Requestor: (Name, Title/Entity)


Additional Requestor: (Name, Title/Entity)

Submitted By: SDAVIS



## Memorandum

TO: Oneida Business Committee

FROM: Brooke Doxtator, BCC Supervisor 

DATE: October 18, 2022

RE: Post one (1) vacancy – Oneida Nation Commission on Aging

---

### Background

There is a vacancy on the Oneida Nation Commission on Aging (ONCOA) that needs to be posted. The vacancy is due to the resignation of Julie Barton on October 1, 2022. The vacancy is for term ending July 31, 2024.

### Action requested:

Post one (1) vacancy for the Oneida Nation Commission on Aging.

Enter the e-poll results into the record regarding an approved exception to resolution # BC-01-12-22-A to

## Business Committee Agenda Request

**1. Meeting Date Requested:** 10/26/22

**2. General Information:**

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

Justification: *Choose reason for Executive.*

**3. Supporting Documents:**

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

**4. Budget Information:**

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

**5. Submission:**

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: \_\_\_\_\_

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1



**From:** [Secretary](#)  
**To:** [Secretary](#); [Tehassi Tasi Hill](#); [Brandon L. Yellowbird-Stevens](#); [Cristina S. Danforth](#); [Lisa A. Liggins](#); [Daniel P. Guzman](#); [David P. Jordan](#); [Kirby W. Metoxen](#); [Ethel M. Summers](#); [Jennifer A. Webster](#)  
**Cc:** [Danelle A. Wilson](#); [Rhiannon R. Metoxen](#); [Kristal E. Hill](#); [BC Agenda Requests](#)  
**Subject:** E-POLL RESULTS: Approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting  
**Date:** Wednesday, October 19, 2022 6:25:05 PM  
**Attachments:** [BCAR Approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting.pdf](#)

---

## E-POLL RESULTS

The e-poll to approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting, **has carried**. Below are the results:

Support: Marie Cornelius, David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Jennifer Webster

Aliskwet Ellis  
Information Management Specialist  
Government Administrative Office  
O: 920.869.4408 • E: [cellis1@oneidanation.org](mailto:cellis1@oneidanation.org)  
P.O. Box 365 • Oneida, WI • 54155



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

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**From:** Secretary <[TribalSecretary@oneidanation.org](mailto:TribalSecretary@oneidanation.org)>  
**Sent:** Tuesday, October 18, 2022 8:24 AM  
**To:** Secretary <[TribalSecretary@oneidanation.org](mailto:TribalSecretary@oneidanation.org)>; Tehassi Tasi Hill <[thill7@oneidanation.org](mailto:thill7@oneidanation.org)>; Brandon L. Yellowbird-Stevens <[bstevens@oneidanation.org](mailto:bstevens@oneidanation.org)>; Cristina S. Danforth <[cdanfor4@oneidanation.org](mailto:cdanfor4@oneidanation.org)>; Lisa A. Liggins <[lliggins@oneidanation.org](mailto:lliggins@oneidanation.org)>; Daniel P. Guzman <[dguzman@oneidanation.org](mailto:dguzman@oneidanation.org)>; David P. Jordan <[djordan1@oneidanation.org](mailto:djordan1@oneidanation.org)>; Kirby W. Metoxen <[KMETOX@oneidanation.org](mailto:KMETOX@oneidanation.org)>; Ethel M. Summers <[esummer1@oneidanation.org](mailto:esummer1@oneidanation.org)>; Jennifer A. Webster <[JWEBSTE1@oneidanation.org](mailto:JWEBSTE1@oneidanation.org)>  
**Cc:** Danelle A. Wilson <[dwilson1@oneidanation.org](mailto:dwilson1@oneidanation.org)>; Rhiannon R. Metoxen <[rmetoxe2@oneidanation.org](mailto:rmetoxe2@oneidanation.org)>; Kristal E. Hill <[khill@oneidanation.org](mailto:khill@oneidanation.org)>  
**Subject:** E-POLL REQUEST: Approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting

## E-POLL REQUEST

### **Summary:**

At the October 12, 2022, BC meeting, the BC approved the following motion:

*Motion by Lisa Liggins to approve the travel request for the full Business Committee to attend the Indian Child Welfare Act Events in Washington, D.C. - November 8-10, 2022, seconded by David P. Jordan. Motion carried.*

Therefore, the BC meeting scheduled for November 9, 2022, will need to be canceled, as there will not be a quorum. Any items that need to be addressed can be sent to the following agenda for approval, or be processed via e-poll (if the item is time sensitive).

**Justification for E-Poll:**

**To ensure there is adequate time for communication to the organization.**

-

**Requested Action:**

**Approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting.**

-

**Deadline for response:**

**Responses are due no later than 4:30 p.m., Wednesday, October 19, 2022.**

-

**Voting:**

1. Use the voting button above, if available; OR
2. Reply with "Support" or "Oppose".

Aliskwet Ellis

Information Management Specialist

Government Administrative Office

O: 920.869.4408 • E: [cellis1@oneidanation.org](mailto:cellis1@oneidanation.org)

P.O. Box 365 • Oneida, WI • 54155



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

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

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

**8. Submission:**

Authorized Sponsor:           Name, Title/Entity OR Choose from List          

Primary Requestor:           Danelle Wilson, Executive Assistant



## Business Committee Agenda Request – Cover Memo

**From:** Danelle Wilson, Executive Assistant

**Date:** October 17, 2022

**Re:** Exception to resolution # BC-01-12-22-A – November 9, 2022, regular BC meeting

---

### PURPOSE

Business Committee (BC) action is needed to change the schedule adopted by resolution # BC-01-12-22-A.

### BACKGROUND

At the October 12, 2022, BC meeting, the BC approved the following motion:

Motion by Lisa Liggins to approve the travel request for the full Business Committee to attend the Indian Child Welfare Act Events in Washington, D.C. - November 8-10, 2022, seconded by David P. Jordan.

Therefore, the BC meeting scheduled for November 9, 2022, will need to be canceled, as there will not be a quorum. Any items that need to be addressed can be sent to the following agenda for approval, or be processed via epoll (if the item is time sensitive).

### REQUESTED ACTION

Approve an exception to resolution # BC-01-12-22-A to cancel the November 9, 2022, BC meeting.



# Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

## BC Resolution # 1-12-22-A

### Setting the Oneida Business Committee Regular Meeting and Executive Session Discussion Schedule

- 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,** Article III, Section 3 of the Tribal Constitution provides that “Regular meetings of the Business Committee may be established by resolution of the Business Committee”; and
- WHEREAS,** the Oneida Business Committee (OBC) has established and modified their regular meeting schedule by resolutions # BC-07-7-87-A, # BC-03-25-88-B, # BC-04-26-91-A, # BC-02-11-04-A, # BC-12-10-08-A, # BC-06-23-10-E, # BC-11-23-16-C, # BC-12-27-16-A, # BC-09-27-17-D, # BC-01-22-20-D, and # BC-09-23-20-C; and
- WHEREAS,** the OBC has determined that there are no changes needed to the schedule for regular meetings of the OBC; and
- WHEREAS,** the OBC has established a quarterly reporting expectation in the Executive Session section of the regular meeting agenda for the Gaming General Manager, the Retail General Manager, and the Executive HR Director; and
- WHEREAS,** the OBC has determined that holding periodic, separate discussions on items submitted to the Executive Session section of the regular meeting agenda is the best use of resources available and would better serve the membership of the Oneida Nation and the OBC.

#### *Regular Meetings*

**NOW THEREFORE BE IT RESOLVED,** regular meetings of the OBC shall continue to be held the second and fourth Wednesday each month, at 8:30 a.m.

#### *OBC Direct Report Quarterly Reports – Executive Session Discussion*

**BE IT FURTHER RESOLVED,** for the first regular meeting of February, May, August, and November, the discussion on the Executive Session section of the regular meeting agenda shall be held on Tuesday at 8:30 a.m. starting on February 8, 2022.

#### *Executive Session Discussion*

**BE IT FURTHER RESOLVED,** for the second regular meeting of each month, the discussion on the Executive Session section of the regular meeting agenda shall be held on Tuesday at 8:30 a.m. starting on January 25, 2022.


**BC Resolution # 1-12-22-A**  
**Setting the Oneida Business Committee Regular Meeting and Executive Session Discussion**  
**Schedule**  
**Page 2 of 2**

*Superseding Prior Schedules*

**BE IT FINALLY RESOLVED**, this resolution shall supersede all prior motions, practices, or resolutions regarding the subject of regular meetings of the Oneida Business Committee.

**CERTIFICATION**

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida Business Committee is composed of 9 members of whom 5 members constitute a quorum; 8 members were present at a meeting duly called, noticed and held on the 12<sup>th</sup> day of January, 2022; that the forgoing resolution was duly adopted at such meeting by a vote of 7 members for, 0 members against, and 0 members not voting\*; and that said resolution has not been rescinded or amended in any way.

  
\_\_\_\_\_  
Lisa Liggins, Secretary  
Oneida Business Committee

\*According to the By-Laws, Article I, Section 1, the Chair votes "only in the case of a tie."

Accept the Big Bear Media FY-2022 4th quarter report

---

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

- |   |  |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# FY-2022 Quarter 4 Report

## GENERAL MANGER / BIG BEAR MEDIA (PRINT/MAIL/TOURISM/KALI)

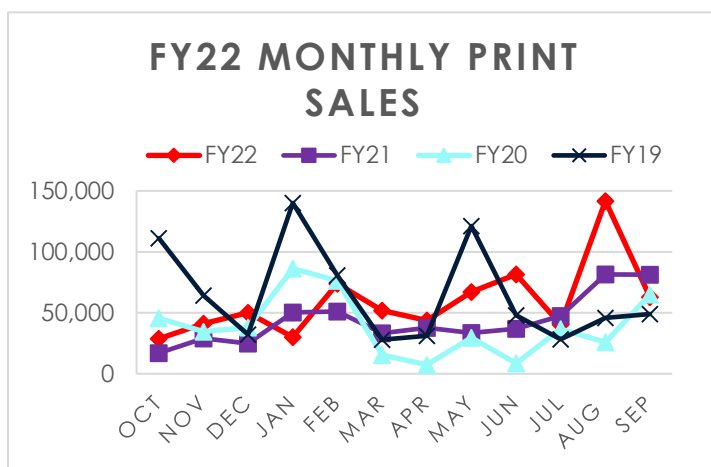
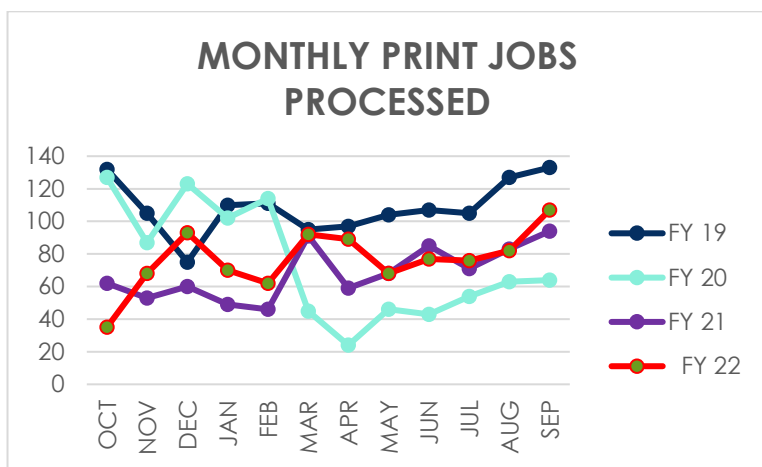
### Status report of Outcomes/Goals

1. This report will focus on the operational sustainability for Big Bear Media/Print Operations. Printing has been an in-plant service that seeks outside customers and funding.
2. The top accomplishments: Average Print jobs 102 up 25 from previous month FY ave. ARPA/TCS Funding approved – Digital Storefront 4 weeks to launch, latex equipment arrived and \$2.6M ACCP – site survey & soil borings completed. Next step: Vets Wall design process.
3. Kalihwisaks transformation continues to bring more content to the community.

### Outcome/Goal # 1

Operational Sustainability BBM: Print Operation, Mail Center, Tourism & Kalihwisaks

MEASUREMENT: PRINT: FY19 – 8.5 Staff VS FY22 4 FTE, 2PT, 1Sub & rare external graphics help



### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Quarter 4 FY22 Print YTD Sales projection was \$700,000, actual 712,772. Jobs processed in September 2022 -102 vs Pre-pandemic average of 116. TC needed for YTD FY22 \$75,570 Q3, Q4 not available currently. Special thanks to all the staff for print/mail work of 5 GTC mailers totaling 4.9Million copies which equates to 125K paper being moved through the print/mail process to meet 10-day meeting law.

### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

In Progress digital store Implementation will happen during Q4. (On track to meet this goal.)

### HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:

Managing with limited staff.



## Outcome/Goal # 2

### Advancing On^oyote?a.ka Principles

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

**July 1-3** – Oneida Pow Wow back with largest attendance in 48 years.

**August 3** – Amelia Cornelius Culture Park – Brian Doxtator storytelling event. Featuring – storytelling, songs and smoke dancers. Event on Facebook live, community would like more events.

**September 14** – Sponsor Path Lit by Lightening – Jim Thorpe book release event w/ Brown County Public Library.

**September 19** – 200 Year Meat Donation – Menominee & HoChunk.

**September 23** – 200 Year anniversary event w/ Heritage Hill. Four TV station coverage.

**Oneida Veterans Memorial** – work continues, old lights removed, troughs filled and special angled work to have water run off the ledge. Special forms completed, cracks repaired, and the artwork repaired. Work will continue through Oct. 31, 2022.

**\$2.6M obligated for the Amelia Cornelius Culture Park** - Site ground survey & soil borings testing complete.

**Tours & Smoke Dance Presentations** – 26 Tours / 470 persons, 13 dance presentations.

**WI Humanities Grant** – Three Sisters teaching template: Native matching game completed, Three Sisters children's book art in progress, seed sorting game, book color/cut activity and on-line teacher's resource page started. To be completed in Oct. 2022.

#### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

Continued work with the Wildlife Sanctuary advertisement/panel project. Work will continue on the 200-year calendar of events and 2023 pow wow. Big Apple Fest in limbo with the determination of staff for FY23.

#### HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:

(Continues) – Staffing challenges to continue to create events, advance tours, media and development project.

## Outcome/Goal # 3

### Advance Forward using Technology

#### MEASUREMENT:

Project #1 New – Digital Store Front – implement Q4

Project #2 – Installation of Latex printer – arrived working on firewall issues – to be operational in Q4

Project #3 – Update ExploreOneida.com and Kali websites. - complete



#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

ExploreOneida.com updated and more content coming in Q4. Kalihwisaks tribal website and FB pages are updated with all 2022 pdf issues.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

ExploreOneida.com will have its first teaching resource page on the Three Sisters posted by Oct. 31st.

HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:

Continues: Greatest impact is having very limited time to work with new technology.

Contact Info

**CONTACT:** Michelle Danforth Anderson  
**TITLE:** Marketing & Tourism Director  
**PHONE NUMBER:** 920.496.5624  
**E-MAIL:** mdanfor8@oneidanation.org  
**MAIN WEBSITE:** ExploreOneida.com FB: OneidaTourism

Your Oneida Nation Connection JULY 19, 2022

## KALIHWISAKS

### GTC Meeting CANCELED

### 48th Annual Pow Wow Returns

By Garth Webster  
 Reporter-Senior Photographer

With a weekend of perfect weather, a total of 6 drums and 274 dancers shared song & dance at this year's July 4th Pow-Wow, dazzling the crowd. Part attendance levels averaged just under 2,000 and this year's attendance was a new record of 3,500. New features at this year's event were a lit, including bleacher seating, and a large LED screen increasing visibility of the dance arena. Fireworks and dance specials were graciously donated by Cliff and Tammy Webster. The Pow-Wow Council has a list of improvements for handling the increased crowds. Next year, the council will be seeking your volunteer help to make a great event even better.



Continued on PG 10  
 48th Annual Pow Wow

Saturday afternoon grand entry. Photo Courtesy: Garth Webster

### Oneida children come home from Carlisle

By Oneida Government Administration Office

The July 4 holiday weekend signaled not only the return of the first in-person Oneida Nation Pow Wow since 2019, but the return of two more Oneida Nation children who attended Carlisle Indian Industrial School during the late 19th century. The Office of Army Comarrests returned



Photo courtesy of the Carlisle Indian School Digital Resource Center  
 This photo from about 1900 shows pupils at the Carlisle Indian Industrial School in Pennsylvania.

Continued on PG 4  
 Carlisle Children Come Home

**FEATURE** Happy 71st Birthday Charlie Hill PG 2  
**JOHN ARCHIQUELLE** Happening in Oneida Nation 1888 PG 7  
**FARMER'S MARKET** Oneida Black Angus Give-A-Way PG 9

WISCONSIN

Your Oneida Nation Connection AUGUST 8, 2022

## KALIHWISAKS

### BICENTENNIAL COMMITTEE continues work pg. 2

"Don't let anyone tell your story. Make sure you tell your own story."  
 -Brian Duvosor



By Garth Webster  
 Reporter-Senior Photographer

The Oneida community gathered Tuesday, August 8, 2022 for a surprising event in honor of Brian Duvosor at the Amelia Cosulich Culture Park. Although Brian was not able to attend, his energy and inspiration filled everyone's heart with joy with an evening of food, friends, song & dance, and yes, you guessed it, more stories. It was a very warm and muggy evening. Nevertheless, as Brian would say, the event was "Sweetword awesome" and one that will surely help everyone add to their own story.



Scan the QR Code to watch Oneida's Bicentennial Event

**HISTORICAL** The Revered Life of Emerson Micoover PG 4  
**YOUTH SPORTS** Congratulations to these talented individuals. Oneida Youth Excel PG 6-9  
**EVENT** 25th National Night Our Event A Great Success! PG 14

WISCONSIN



Accept the Comprehensive Health Division FY-2022 4th quarter report

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bylaws                 | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation           |
| <input type="checkbox"/> Contract Document(s)   | <input type="checkbox"/> Law                     | <input checked="" type="checkbox"/> Report      |
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**7. Budget Information:**

- |   |  |
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| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager



# FY-2022 4th quarter report

## ONEIDA COMPREHENSIVE HEALTH DIVISION (OCHD)

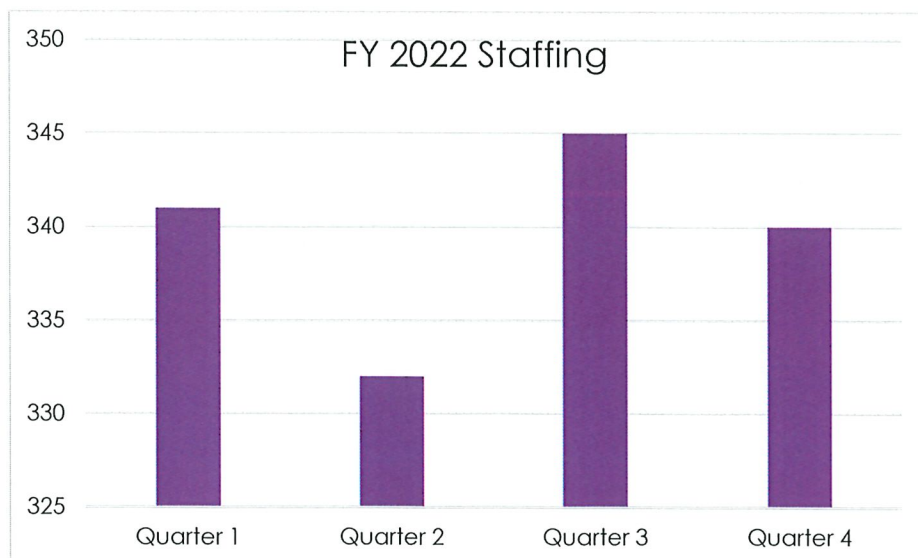
Our vision is to provide the highest quality, holistic health care to ensure the wellness of OUR Oneida Community. A health system positioned to respond to current and future health challenges while protecting and promoting the holistic health and well-being of our Oneida Community. Services are provided to all members of Federally recognized Tribes in accordance with our Multi-Year Funding Agreement with the Department of Health and Human Services-Indian Health Service.

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### Outcome/Goal # 1

**Enhance our workforce-** Engaging & Developing a Successful Workforce: Human Resource Service to Meet the OCHD Needs of the Division; Promotion of Health Careers; Enhance Employee Engagement.

#### MEASUREMENT:





ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

As of the fourth quarter of FY 2022, our current employee count is at 340. Prior to Covid-19, we were at 362 employees. We continue to have several positions throughout the Health Division that remain difficult to recruit and fill. However, we are working collaboratively with HRD to refine our recruitment tactics and are happy to announce that as of 10/10/2022, we have hired a shared position with HRD. The OCHD/HRD Generalist Position has been filled and the position will be dedicated specifically to OCHD. This will be a collaboration with HRD and will hopefully enhance our recruitment efforts to fill positions expeditiously. We remain short staffed in specific areas of the division and these positions have been posted. Enhancing, engaging, and developing our workforce has continued to face some challenges throughout FY 2022, however we are continuing to look at various methods to engage our workforce and support their mental health needs during the pandemic. We are currently working on analyzing the results of the Burn out Survey-which is called Mind Garden. The results will be rolled out to OCHD staff within mid-October and we have instructed Directors/Supervisors to work with their departmental teams to develop goals and objectives for each of the specific areas identified within the survey results for their areas. We have asked all department supervisors to report back monthly to the Executive Management Team on their goals and objectives on how they plan to address each mitigation strategy within their areas. The Executive Management Team will then review the reports and can monitor for ongoing improvements as well as document the success for each individual area/department. The Engaging and Developing Team utilized aggregate data which was collected and put into categories with specific themes (i.e.: Communication, Leadership, Fairness, etc.) for each individual department. The data will be sent out with an initial report due to the Executive Management Team by November 1. We are making progress with interviews and hiring for providers. Three new Nurse practitioners have been hired with an offer to a Pediatrician which has just been accepted. We expect the Pediatrician to start after January 1, 2023. We continue to work on improving communication within the Division through enhancing employee engagement. We continue in our Incident Command Structure and have specific areas that continue to work on Staff Enhancement as well as communication. The 8th OCHD Town Hall Teams meetings with all staff took place on September 14, 2022. Data and a PowerPoint of the Town Hall meetings is attached as supporting documentation. We had a total of 105 in attendance throughout the 3 sessions. The next meeting is tentatively scheduled for December 14, 2022. In addition, increased opportunities for student internships and clinical rotations for all health careers are being considered on a case-by-case basis. The Comprehensive Health Division's Executive Management Team meets with the Human Resource Department on a quarterly basis.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

Enhancement of our workforce allows Health care to be provided to the Oneida Nation and to meet our requirements to the Indian Health Services by providing our required programs, services, functions, and areas in accordance with our Multi-year Funding

Agreement with the Department of Health Human Services/Indian Health Services.  
Continue to meet on a quarterly basis with the Human Resource Department.

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### Outcome/Goal # 2

Revitalizing Values-Driven Leadership: Enhance the Quality & Communication of our Leadership Team; Promote & Prioritize Decision Making of OCHD; Create a Communication Philosophy for OCHD.

#### **OCHD VISION STATEMENT**

We provide the highest quality, holistic health care to ensure the future wellness of OUR Oneida Community.

#### **OCHD COMMUNICATION PHILOSOPHY**

The Comprehensive Health Division's Communication Philosophy is the belief that all forms of communication are timely, complete, concise, considerate, clear, and honest.

#### **OCHD VALUES**



Responsive Leadership	Communication
Continuous Improvement	Respect
Culturally Sensitive	Safety
Trust	

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

The Executive Management Team has been working on updating our 3-Year Strategic Plan. We have collected input and feedback from Division Staff and will also be utilizing the data collected from the Burn out Survey to make changes to our Division plan as we move forward. Community Health continues to work on their Strategic Plan to align with the OCHD Strategic Plan. All the areas within OCHD continue to work on the development of their Strategic Plans. The Comprehensive Health Division's Communication Philosophy is the belief that all forms of communication are timely, complete, concise, considerate, clear, and honest. The OCHD team continues their work on the development of an integrated comprehensive Health campus concept to expand services and the footprint of the existing OCHC. The Accreditation Association for Ambulatory Health Care (AAAHC) re-accreditation survey was completed on 9/19 and 9/20. We should hear the results of the survey within 30-45 days. A successful survey will result in another 3-year accreditation for OCHD.



EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

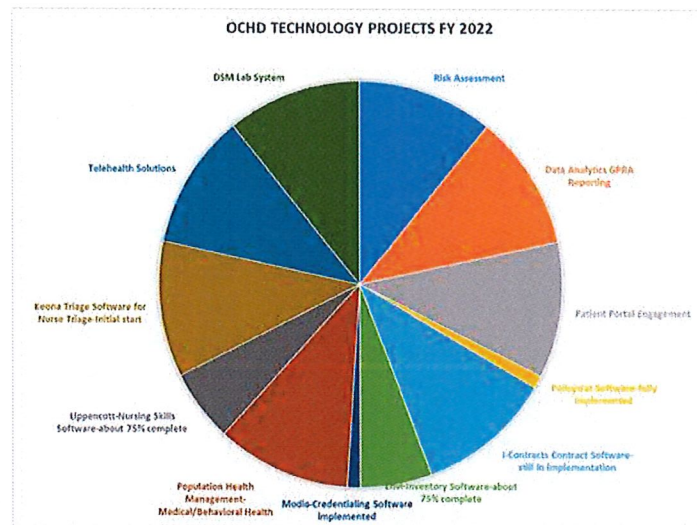
The OCHD Team will continue to utilize the OCHD Strategic Plan to prioritize their decision making. The OCHD team continues their work on the development of an integrated comprehensive health campus concept to expand services and the footprint of the existing OCHC. The teams continue to meet, and the development of the business plan is moving forward. Wipfli and 7 Generations have met with our Executive Management Team, our Self-Governance team, and our Planning team to review their preliminary findings after assessing our current data in preparation to present to the Business Committee to move forward with the project following the Capital Improvement Process (CIP). Our Project Manager, Dan Skenandore continues to work with the team on the integrated campus project as well as other small projects we have underway within the Health Division. This includes installation of the new Xray equipment which is now delayed until January due to availability of equipment delivery. Dan worked on the initial planning of the existing facility.

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### Outcome/Goal # 3

Analyzing & Improving Health Technology: Improve Information Technology Services to meet OCHD Needs.

MEASUREMENT: The following figure demonstrates the percentage of time for DTS technology projects for the Health Division.

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

The new lab system to replace DSM continues to move forward and is on schedule. In the process of upgrading the Radiology mammography machine from 2D to 3D imaging. Installation is delayed now to January due to product availability and delivery issues. Upgrading the Pharmacy Interactive Voice Response (IVR) process to a cloud-based service continues. We continue to add programs for Population Health Management (Care

Manager and Central Worklist). Thus far, the following programs have been implemented; PreVisit - Chart Prep, Diabetes Care Coordination, and Primary Care Integration on the Medical side, Integrated Recovery Support Services, Medication Management, residential referrals, 3 chart status reviews and Safe Care Pathway on the Behavioral Health side. Health Promotion Disease Prevention (HPDP) has completed conversion from an Access database to Athena Practice Electronic Medical Record (EMR). Teledoc a telehealth application project, continues to move forward. Document Management has been put on hold at the present time. Provider Flow faxing solution is in the testing phase to determine workflow changes. This will replace Biscom which is end of life. WISHIN (WI State Health Information Network) work continues to provide interoperability with other health information between entities. DocuSign is now fully implemented and working well throughout the OCHD. PolicyStat- SOP management software has been implemented and is live. Intelligent Contracts contract management solution is being implemented. Modio the Credentialing Software Solution for Healthcare is now live. Working on implementation of Envi the Inventory Management Software solution for OCHD most areas are ready to go live. Working on RFP process to replace the Encore System for Purchased/ Referred Care. The IHS CHEF Online Process has been completed and is fully functional. Oneida is the only Tribal facility that has fully implemented the Online tool and it is currently being rolled out in other IHS facilities in the Bemidji area. Continue to improve disaster recovery preparedness by doing departmental data recovery drills.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

Optimizing Technology allows the Health Division to provide updated information of the areas, assists in developing Comprehensive Health Division reports and provides the Executive Management Team ability to address any issues/concerns pro-actively. We track customer feedback to continually monitor where there may be trends that need to be addressed and/or improve based upon the customer feedback. We will continue to monitor and track where improvements need to be made to continue to improve the quality of patient care. Efficiencies have been enhanced with the revision of workflows and Medical Triage Software is currently being reviewed to further improve workflows. Population Health initiative will assist in standardizing workflows and provide more updated information to teams for enhancing chronic disease management and provide actionable information for enhanced care management. Telehealth solution will enhance our ability to provide access to virtual care during the pandemic and beyond.

**Contact Info**

CONTACTS: Debbie Danforth RN, BSN, Interim Medical Director Jay Kennard MD

TITLE: OCHD Division Directors

PHONE NUMBER: (920) 869-2711

E-MAIL: [ddanfort@oneidanation.org](mailto:ddanfort@oneidanation.org), [jkennard@oneidanation.org](mailto:jkennard@oneidanation.org)

MAIN WEBSITE: [Oneida Nation | Health \(oneida-nsn.gov\)](http://OneidaNation|Health.oneida-nsn.gov)

Photos (optional):



**Oneida Comprehensive Health Division**



# September 14, 2022 Town Hall Survey Review

The Engaging & Developing a Successful Workforce Team

9/14/2022

# Departments & Participant Count



ANNA JOHN  
RESIDENTIAL CENTER  
CARE COMMUNITY



BEHAVIORAL HEALTH



COMMUNITY HEALTH  
CENTER



EMPLOYEE HEALTH  
NURSING

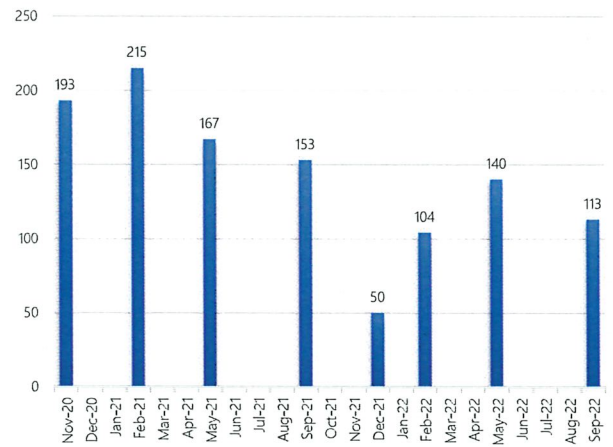


COMMUNITY HEALTH  
SERVICES



ADMINISTRATION/  
NON-CLINICAL  
SERVICES

Participant Count



# Q1. Which Meeting Did You Attend?

Results continue to suggest that multiple meeting times are needed to allow for flexibility in attendance.

The 10:00am meeting continues to be the most attended meeting

September 2022	
715	31
1000	50
1500	32
	113

Q2. Are there other meeting times you would suggest?

### Scheduling & Time

I think you are doing good offering the 3 times you did today!

None, this timeframe is great!

Good as is.

Over lunch.



## Q3. Please rate how helpful the Town Hall was in answering your questions and concerns.

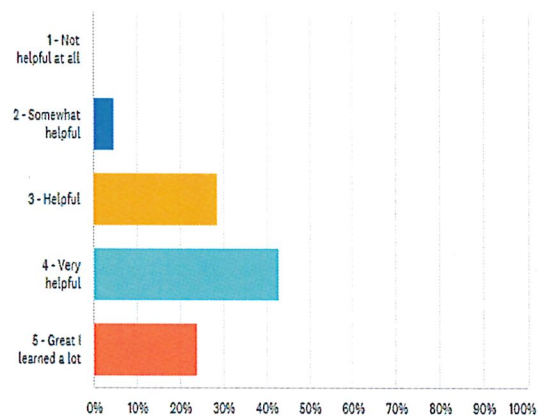
ANSWER CHOICES	RESPONSES	
▼ 1 - Not helpful at all	0.00%	0
▼ 2 - Somewhat helpful	4.76%	1
▼ 3 - Helpful	28.57%	6
▼ 4 - Very helpful	42.86%	9
▼ 5 - Great I learned a lot	23.81%	5
<b>TOTAL</b>		<b>21</b>

•67% respondents reported that the Town Hall was Very helpful to Greatly helpful.

•0% of the respondents reported the Town Hall Not helpful at all

Please rate how helpful the Town Hall meeting was in answering your questions and concerns.

Answered: 21 Skipped: 0





## Q4. Please provide specific examples on what made the meeting helpful or not helpful?

### Helpful

Hearing about the expansion, the budget info related to wages and answers to the questions also, provide some insight / clarification.

Helpful and/or positive response themes included:

- Hearing updates and information
- Provided clarification and connection
- Hearing updates

Results suggest that the meetings should continue

I like that you took questions ahead of time, so you had the time to have answers for those questions. Nothing like getting called out on the spot and you don't have the information readily available at the drop of a hat. It was nice to have answers right away instead of waiting until next meeting.

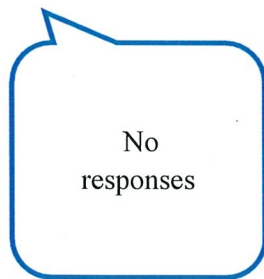
Appreciate the updates and hearing the questions from others; many times there are questions that I didn't think of, but the information is valuable.

I feel informed as to what is happening with the Health Division and the purpose of the different projects.

## Q4. Please provide specific examples on what made the meeting helpful or not helpful?

Not helpful response themes included:

There were no responses to this part of the question.

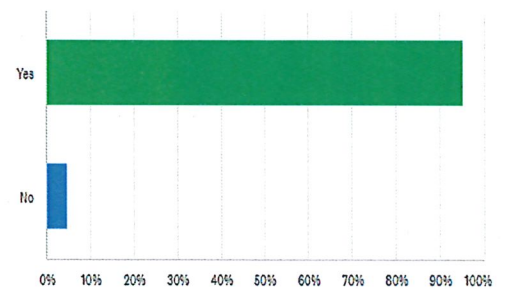


# Q5 & Q6. Were your questions answered? Please share your questions if it was not answered.

ANSWER CHOICES	RESPONSES	
Yes (1)	95.24%	20
No (2)	4.76%	1
<b>TOTAL</b>		<b>21</b>

## Were your questions answered?

Answered: 21 Skipped: 0



### Questions not answered during the meeting

- Still wondering about the cost of living, but I also understand that is out of your control and will get us the information as you learn more.
- None, Thank you.
- What actions will take place regarding the Burnout survey? As a supervisor of a department with not enough staff and more responsibilities piling on me - How will I have time to create a plan?
- With the FY 23 budget not going before GTC until December, will any approved cost of living raise be retroactive to the beginning of the FY?
- None
- N/A

## Q7. Please provide any additional feedback on ways we can improve future town hall meetings.

Survey themes included: Continue Q&A format

You are doing a great job!!! I like the meeting format....I feel like you get more people to attend and ask questions.

- Appreciate the effort and time to present these meetings!! Thank you!!!
- Keep them coming.

- Allow for anonymous submission of questions.
- Is there a confidential way to ask questions?



## September 14, 2022 Town Hall Survey Responses

### *Are there other meeting times you would suggest?*

Answered: 12 Skipped: 9

- No
- I think you are doing good offering the 3 times you did today!
- None
- N/A
- No
- Good as is.
- Not at this time.
- No
- Over lunch.
- None, this timeframe is great.
- No
- Not at this time. Thank you.

### *Please provide specific examples on what made the meeting helpful or not helpful.*

Answered: 17 Skipped: 4

- I feel informed as to what is happening with the health center and the purpose of the different projects.
- I like that you took questions ahead of time, so you had the time to have answers for those questions. Nothing like getting called out on the spot and you don't have the information readily available at the drop of a hat. It was nice to have answers right away instead of waiting until the next meeting.
- It was nice to see the Power Point.
- Answering all the questions that were submitted.
- Very informative.
- Reminders for various events like the AAAHC and updates.
- Nothing that I can think of.
- Just the openness of the information.
- Addressing questions about a variety of topics.
- Follow up on the Burnout survey.
- Appreciate the updates and hearing the questions from others. Many times, there are questions that I didn't think of, but the information is valuable.
- Submitted questions were answered, however some were not answered very thoroughly.
- Hearing about the expansion, the budget information related to wages and answers to the questions also provide some insight/clarification.
- Lingering question about uniform allowance and exercise at work were answered.
- Clear and to the point.
- Great content on Burn out survey.
- Mind Garden and facility construction update.



***Please share your question if it was not answered during the meeting.***

Answered: 6 Skipped: 15

- Still wondering about the cost of living but, I also understand that is out of your control and will get us the information as you learn more.
- None, Thank you.
- What actions will take place regarding the Burnout survey? As a supervisor of a department with not enough staff and more responsibilities piling on me - How will I have time to create a plan?
- With the FY 23 budget not going before GTC until December, will any approved cost of living raise be retroactive to the beginning of the FY?
- None
- N/A

***Please provide any additional feedback on ways we can improve future Town Hall meetings.***

Answered: 12 Skipped: 9

- You are doing a great job!!! I like the meeting format....I feel like you get more people to attend and ask questions.
- I appreciate the fact that there are these meetings, I think it helps people to stay connected.
- Appreciate the effort and time to present these meetings!! Thank you!!!
- Keep them coming.
- Why did employees need to be approved to be let into the meeting? Allow employees to enter meeting without "approval".
- It was a great informative meeting.
- Allow for anonymous submission of questions.
- Is there a confidential way to ask questions?
- None
- None at this time.
- None at this time.
- None at this time. Thank you.

Accept the Comprehensive Housing Division FY-2022 4th quarter report

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

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Law Office

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Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bylaws                 | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation           |
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| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition                | <input type="checkbox"/> Travel Documents       |
| <input type="checkbox"/> Other:                 |  |   |

**7. Budget Information:**

- |   |  |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# FY-2022 4th quarter report

COMPREHENSIVE HOUSING DIVISION/LISA RAUSCHENBACH,  
DIVISION DIRECTOR

## Status report of Outcomes/Goals

1. Which outcome/goal(s) does the Division wish to report on?
2. What metric is being used to measure the outcome/goal?
3. What are the accomplishments (i.e. positives, things for which the Division is proud, brags) have occurred over the reporting period that reflect the Division's progress for reaching the outcome/goal?
4. What can the community expect to see in the future (i.e. 6 months; next year; 18 months) from the Division related to the outcome/ goal?

---

### Outcome/Goal # 1

Improve Monthly Occupancy Rate of Oneida Housing Rental Units

MEASUREMENT: Occupancy Rate = Number of Occupied Units/Number of Total Units

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

The current Housing Occupancy Rate benchmark is 95%, with the current occupancy rate being at 92% with 37 vacant units. There are 447 rental units consisting of 346 income-based and 101 general rentals. There are also 26 Income-Based rent-to-own units. Under the income based rental program, there were 11 new move ins, 1 transfer, 4 move outs and 24 total vacancies this past quarter. There are 4 slated units ready for occupancy. In the general rental program, there was 1 new move in, 1 transfer, 2 move outs and 6 total vacancies this past quarter. There is 1 slated unit ready for occupancy. The elder rental program had 1 new move in, 1 move out, with 2 total vacancies. There were no vacancies/new move ins/outs/transfers for the income-based rent to own program.

#### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

CHD is collaborating with the Nations High School, HRD, DPW, Zoning and other outside entities to work on a mentorship/training/apprenticeship training program for youth to gain interest in the Trades.

After several meetings, CHD partnered w/the Oneida Nation HS, NWTC, & the Local 400 to provide community members a hands-on experience to explore what careers the Trades has to offer. A Skills/Trades Night Event was held on September 28th in the Turtle School parking lot and gymnasium from 5-630pm. The event was hosted to help educate all ages but especially high school students, about what trades careers offer for employment. This was only the start of what will be a bi-annual event, with the next one scheduled for Spring of 2023. In conjunction with the Skills/Trades Open House an apprenticeship/training program is in the early stages of development. The purpose is to get aging work crews the ability to share their plethora of knowledge with new and young workers and hopefully develop an interest in trades careers. CHD donated air pods to raffle off for the high school students that attended, and some teachers offered 25pts extra credit points for attending the event.

---

### Outcome/Goal # 2

Increase housing opportunities in FY 2022 to include new development, Home Building Opportunity and Home Independent Purchase.

MEASUREMENT: Units and lots ready for occupancy.

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Uskah Village Phase III – contractor was selected at the end of September and the construction start date is being determined. The Home Building Opportunity (HBO) Program has extended its' standard application period to December 7th, 2022. CHD is applying for an IHBG Competitive grant. In doing so, 3 HBO lots in the Bread Creek Village and 3 HBO lots in Green Valley were removed from the HBO pool for the potential build if the grant is awarded. A total of 10 lots are still available in Bread Creek Village. There were no HIP purchases this last quarter.



EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

Scattered sites are being looked at for the Home Building Opportunity (HBO) Program, the current 2 that will be evaluated next are Legacy Lane and Beechtree sites. Elder Village Phase IV –construction start date is currently being determined by Engineering and contractor. The advertisement for bid for General Contractors for the construction of Uskah Village Apartment Phase III was put out for bid. A general contractor will be determined along with the construction start date for the project. CHD is also applying for an IHBG competitive grant, to apply for funds to build 10 Rent-to-Own homeownership homes. To include, 2 – 4 bdrms and 8 – 3 Bdrms. Currently, HBO has experienced a decline due to high material costs and the economy. 1 HBO lessee has terminated her lease due to high building costs while another lessee is considering whether or not to continue. Out of the 5 lessees from the first phase of HBO, only 2 lessees were permitted to build. CHD applied for the grant to build 10 homes to help offset the issues of high material/labor costs for tribal members.

---

Outcome/Goal # 3

Stabilize Organizationally

MEASUREMENT:ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

CHD management has submitted a proposed new organizational structure to the General Manager.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

An Area Manager will be hired to supervise and guide the Rental Rehabilitation, Rental Maintenance, and Residential Sales areas. The job position was posted on September 28, 2022, with a closing date of October 12, 2022. It is anticipated to hire the new Area Manager within the next thirty days. Once hired, the manager will provide the division concentrated focus on rehabilitation, maintenance, and residential sales goals and activities. The Area Manager will improve CHD's current efforts by providing these areas the expertise needed to pinpoint and address deficiencies, and execute strategies to increase

production output, efficiencies, and overall effectiveness. Specific focuses will include reducing the overall number of vacant units and rehabilitating residential sales units, readying them for the sales market. Additionally, focus will be placed on workflow process refinement, improved project management, optimal utilization of in-house workforce and hired vendors.

### Contact Info

CONTACT: Lisa Rauschenbach  
TITLE: Division Director  
PHONE NUMBER: 920-869-6174  
E-MAIL: lrausche@oneidanation.org  
MAIN WEBSITE: <https://oneida-nsn.gov/resources/housing/>

### Photos (optional):



Collage of the school's flyer from the Trades event and winner of the air pods.

Accept the Digital Technology Services FY-2022 4th quarter report

---

## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

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

**7. Budget Information:**

- |   |  |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# FY2022 4th quarter report

DIGITAL TECHNOLOGY SERVICES (DTS)



## Status report of Outcomes/Goals

1. Which outcome/goal(s) does the Division wish to report on?
2. What metric is being used to measure the outcome/goal?
3. What are the accomplishments (i.e., positives, things for which the Division is proud, brags) have occurred over the reporting period that reflect the Division's progress for reaching the outcome/goal?
4. What can the community expect to see in the future (i.e., 6 months; next year; 18 months) from the Division related to the outcome/ goal?

## Outcome/Goal # 1 DTS Department Wide

Virtual General Tribal Council Meeting Initiative

MEASUREMENT: Progression towards V-GTC setup and configuration 75%

### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

- Established V-GTC Initiative structure and main sections
- Established Timelines for executing the strategy – November 15th
- Established alignment to Oneida Nation business and tribal goals (Encouraging Tsi?niyukwalihoT^)
- Established initial V-GTC training and implementation criteria and execution planning

### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL: (next quarter)

- V-GTC Meeting – Follow up and Reporting
- Next meeting planning and setup using learnings from the previous meeting
- Outreach for greater participation in the V-GTC to establish permanent meeting format



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- Top Bar >
- Vertical Bar >
- Menu Dropdown >
- Main Background >
- Event Cover >
- Virtual Lobby >
- Live Session >
- General Pages >

November 15 '22 General Trial and Council Meeting

ONEIDA

11/15/2022 5:00 PM  
© 2022 ONEIDA Council (US and Canada)

Please provide your Enrollment ID

Enrollment ID or Email address

Type your answer

NEXT

## Outcome/Goal # 2 – Gaming Services

### Oneida Casino Mobile App

MEASUREMENT: Increase in Customer Loyalty Program

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

- Implementation of hardware and software to support Joingo's Mobile App
- Upgrade CMP to supported version
- Install SG Envoy
  - API interface engine
  - Secure access to SG System data provided following industry standard security practices for data security and privacy.
  - APIs are secured with TLS v1.2, OAuth V2 runtime key verification, JSON threat protection, spike arrest and with advanced cryptography to secure data.
- Install Joingo CMP interface
- IT Security Review
- Mobile app testing and training
- App submission to Google play and Apple app store
- Communication (internal & external)

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

- Increase in Customer loyalty numbers
- Mobile app for the Oneida Casino
- Customers have 24/7 access to their information, offers and promotions
- A tool for targeted marketing



**Your Offers,  
Points, Promos,  
and More.**

**At Your Fingertips.**

**DOWNLOAD THE NEW  
ONEIDA CASINO APP  
FOR FREE TODAY.**

Download on the  
App Store

Download for  
ANDROID

The advertisement features a white smartphone on the left displaying the Oneida Casino mobile app interface. The background is a dark purple gradient. The Oneida Casino logo is in the top right corner. The text is in white and yellow, with the main headline in white and the call to action in yellow. The download buttons are in the bottom right corner.

### Outcome/Goal # 3 – Network Services

MEASUREMENT: Metrics to be established and based upon baselines from on-premise workloads/instances and when workloads/instances moved to cloud infrastructure.

#### Cloud Vision

- Completed Cloud Vision Workshop
  - Cloud Vision Statement
    - **"Provide high quality, efficient, and secure services to members of the Oneida Nation through dynamic, modern, and reliable cloud solutions as part of a cloud-first strategy."**
  - Cloud Drivers and Indicators
  - Cloud Risks/Roadblocks/Mitigations
  - Cloud Decision Rubric (as a Service Decision Criteria)
    - SaaS - Software as a Service
    - PaaS - Platform as a Service
    - IaaS - Infrastructure as a Service
  - Cloud Milestones
  - Cloud Roadmap

<u>Cloud Vision Roadmap</u>						
Model	22 H2 (Aug - Dec)	23 H1 (Jan - Jun)	23 H2 (Jul - Dec)	24 H1 (Jan - Jun)	24 H2 (Jul - Dec)	25 H1 (Jan - Jun)
<b>SaaS</b>	MFA - MS Authenticator	Endpoint Mgmt - MS Endpoint Manager (MEM)	Desktop as a Service (DaaS) - Windows 365	Group Drives - SharePoint/OnBase		
	Endpoint Management - MS Intune (Mobile Devices)	Home Directories - MS OneDrive	HIS - MyHealth (Front End)	Analytics - Azure		
	Endpoint Protection - MS Defender (E5)	Directory Services - Azure Active Directory Domain Services (AADS), Identity and Access Management (IAM)	HIS - CompuLink			
	Passwords - MS Single Sign-On Password Reset (SSPR)	PBX (Private Branch Exchange) - MS Cloud PBX - Microsoft Phone System (E5)				
	PrinterLogic DevOps - Power Platforms					
<b>PaaS</b>		DTS Files (Oneidafiles) - MS Azure Files	Identity Governance and Management	Enrollments DB	Gaming - (LnW Systems)	HIS - EMR
		Log Management - TBD	IBM - Power 8			
			HIS - MyHealth (Back End)			
<b>IaaS</b>	Infrastructure Shell:		Virtual Servers			
	• Express Route					
	• Vnet • Virtual Servers (R&D/Test)					

- Next Steps (Roadmap Work)
  - Staff Augmentation - SynerComm (Cybersecurity and Cloud Migration)
    - To help implement security first with cloud migration
    - Zero Trust Architecture principals
  - Upgrade Microsoft (MS) Licensing (E3 to E5), ETA 12/01
  - Migrate Multifactor Authentication (MFA) from DUO to MS Authenticator (November)
  - Migrate Endpoint Management from Vmware Airwatch to MS Intune (December)
  - Migrate legacy Endpoint Protection from Symantec to MS Defender (December/January)

**Comprehensive Cybersecurity Assessments - SynerComm Engagement**

- Assessment Overview

Key Tasks & Targets					
Title	Description	Status	SchStartDate	SchCompDate	EstCompDate
Phase 1 Discover	Network Discovery and Documentation	Data Discovery: 100% Complete Preliminary Mapping: 100% Complete Final Documentation and Delivery: 100% Complete	7/25/2022	8/19/2022	
Phase 2 Planning	Standards Based Security Planning	Complete. Findings review scheduled for 10/7. Business Requirements: 100% Complete Program Assessment: 100% Complete Draft Initial Strategic POAM: 100% Complete Collaborate & Prioritize POAM: 100% Complete	8/22/2022	9/15/2022	9/30/2022
Phase 3 Penetration Test	External to Internal Penetration Test w/Social Engineering	In Progress External Penetration Test: 100% Complete Internal Penetration Test: 100% Complete Rough Draft Report: 15% Complete Final Report Delivery: 0% Complete	9/6/2022	9/28/2022	10/7/2022
Phase 4 Assessment	Framework based security program control assessment	In Progress Information Security Assessment: 10% Information Security Program Control Evaluation: 75% Deliverables: 0%	9/19/2022	10/27/2022	

- Key Deliverables
  - Network Discovery/Mapping - Documentation Updated and Completed
  - Plan of Action and Milestones Report - Completed
  - Penetration Testing Report - In-Progress
  - CIS (Center for Internet Security) Critical Security Controls v8 Assessment - In-Progress
- Estimated Completion - 11/11/2022

**Oneida Nation Broadband Initiatives**

- Established Oneida Broadband Group - Bi-Weekly Meetings

- Functional groups participating - DTS, GM Office, DPW, EHSL&A, Intergovernmental Affairs, Rabbit Communications, Grants, Emergency Management
- Towers Work (2.5 GHz and 800 MHz Systems)
  - Locations - Completed
  - Propagation Studies - Completed
  - Engineering - In-Progress
  - Environmental assessments
    - Wetland Assessment - Completed
    - NEPA - Not yet started
    - Land Commission Meeting - TBD
- Smart Cities Concept
  - Project Kick-Off - 10/21/22
- Broadband Partnerships
  - Nsight - Meeting scheduled for presentation
    - Develop MOU
  - Review Broadband (ISP/Mobile Carriers) providers
    - US Cellular/TDS Metrocom
    - Verizon
    - T-Mobile
- Grants
  - NTIA TBCP
    - Grant descoped from 12.5 million down to 500,000.00
    - Round 2 Funding
      - Consultations completed
      - Waiting on NOFO
  - Treasury Grant
    - Received - 167,504.00
  - WI DHS (Department of Health Services)
    - Received - 85,000.00 and 65,010.00
  - Digital Equity Planning - Grant submitted
    - Max Grant - 150,000.00

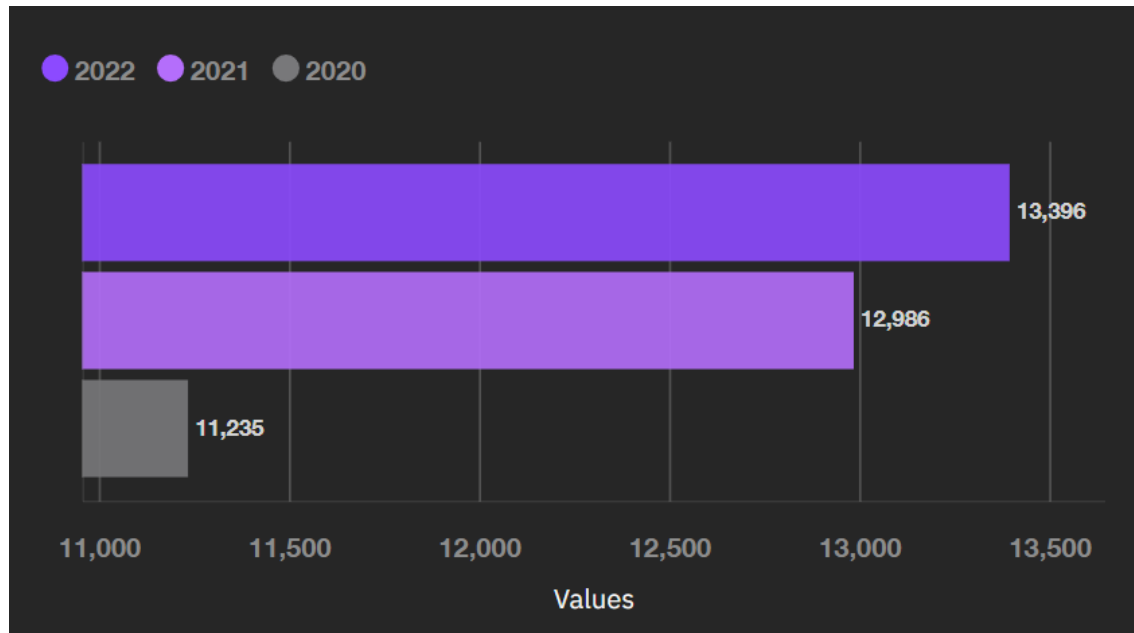


## Outcome/Goal # 4 – Application Services

Optimize Use of Resources

MEASUREMENT: Increase Member Applications for Covid Relief Funds:

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:



Through the combined efforts of the Business Committee, General Managers Office, DTS, Enrollments and Accounting; the # of Applications for FY22 GWA (General Welfare Assistance) funds has increased 9.7% over the # of Applications for the FY21 payment. The efforts of the team also resulted in an 99% automated solution from Application to Validation to Payment Processing saving 1,000s of hours of manual labor.

- **FY 22 GWA**
  - 14,584 Eligible Members
  - 13,396 Applications Submitted
  - \$25.4M in Funds Distributed
- **FY 21 GWA**
  - 12,986 Applications
- **FY 20 GWA**
  - 11,235 Applications

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

DTS staff will continue to look for opportunities to automate manual processes to reduce manual labor hours and improve access to Programs and Services throughout the Oneida Nation

**Contact Info**

CONTACT: DR. SHANE C. ARCHIQUETTE  
TITLE: CHIEF INFORMATION OFFICER  
PHONE NUMBER: 949-516-1110  
E-MAIL: CUSTOMER\_SERVICE\_CENTER@ONEIDNATION.ORG  
MAIN WEBSITE: <https://oneida.sharepoint.com/sites/TechnologyResources>

**Photos (optional):**



Dr. Shane Archiquette - CIO



Oneida Digital Technology Services



Oneida Digital Technology Services

Accept the Education & Training FY-2022 4th quarter report

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bylaws                 | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation           |
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**7. Budget Information:**

- |   |  |
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| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager



# FY-2022 4th Quarter Report

## EDUCATION & TRAINING AREA

### Status report of Outcomes/Goals

1. Which outcome/goal(s) does the Division/Direct Report wish to report on?
2. What metric is being used to measure the outcome/goal?
3. What are the accomplishments (i.e., positives, things for which the Division/Direct Report is proud, brags) have occurred over the reporting period that reflect the Division/Direct Report's progress for reaching the outcome/goal? Include initial outcomes--answers the question of what difference did this program make—what new knowledge, changed attitudes, new skills, change behaviors, altered conditions, changed status—what changes in knowledge, skills, attitudes, and opinions were achieved during Q1—should be able to match up with scorecard and/or grant evaluation design
4. What can the community expect to see in the future (i.e., 6 months; next year; 18 months) from the Division/Direct Report related to the outcome/ goal?

---

### Outcome/Goal # 1

Early Childhood Goal: Support Kindergarten readiness through curricula focused on cognitive, social-emotional, and physical domains.

#### PROGRAMS WORKING ON OUTCOME:

- CHILD CARE
- EARLY HEAD START
- HEAD START

#### MEASUREMENT:

##### Child Care:

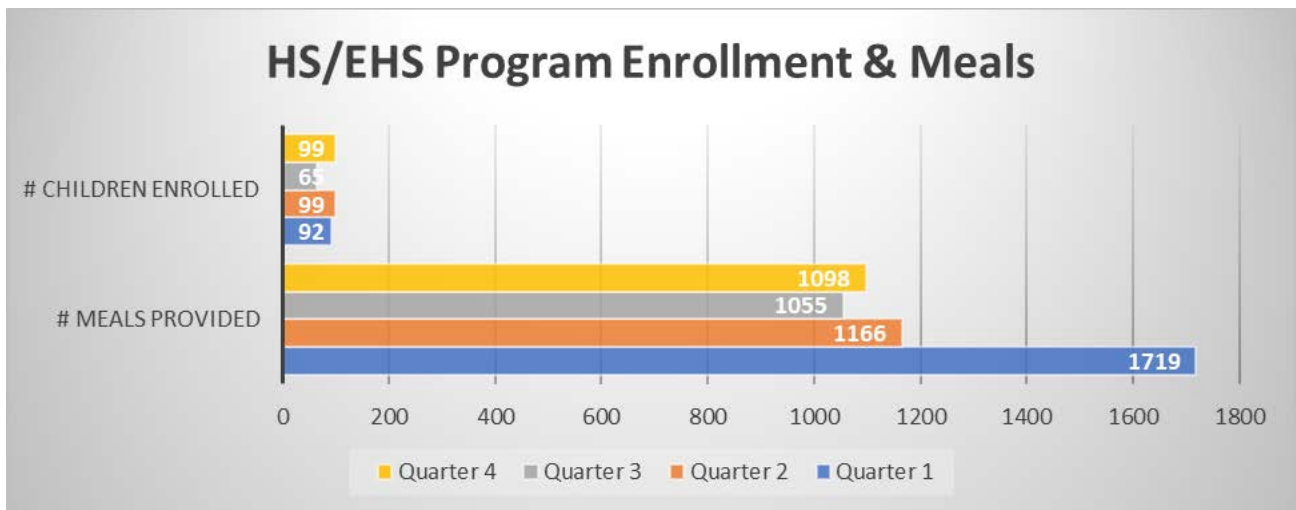
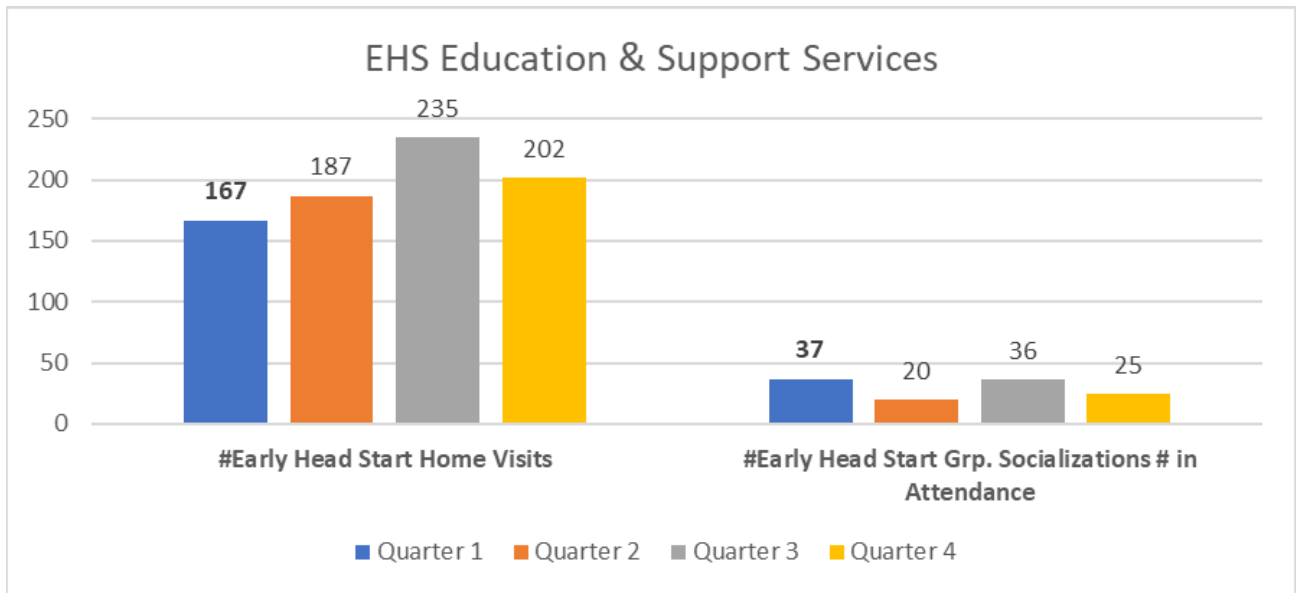
Childcare measures of progress are done through staff observations and by using the Teaching Strategies Gold Child Assessment Portfolio. These tools and methods will help staff understand child interactions, knowledge, and skills to support the child's development and make proper referrals for further evaluation. Provide childcare and developed thirty-three (33) children portfolios with teacher observations recorded for each child, weekly lesson plans to meet developmental needs.

We currently have 4 classrooms open with 33 children attending. We continue to have teacher recruitment issues.

##### Head Start/Early Head Start:

All Head Start/Early Head (HS/EHS) children's progress are tracked in an early education teaching database. Classrooms use Teaching Strategies Gold and Childplus software to track classroom and parental interactions.

There are no scores for students at this time as we have just begun the new school year. The first scores will be inputted in November.



71 children were served through this quarter in 4 HS classrooms, located at 3 Sisters and 1 EHS classroom. 202 Home Visits were conducted and 25 EHS children and their parents took part in group socializations this quarter.

Head Start/Early Head Start:

September Family Event was held at the NHC with Family Games, a meal and prize drawings. The event was well attended, and families expressed their delight in being able to attend a family event in person. COVID protocols were in place and enjoyed by all.







**ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:**

**Child Care:**

Served 33 children during the fourth quarter, 4157 meals/snacks served to Child Care children.

Five (5) children have transitioned during the fourth quarter. Transitions occur when children are age and developmentally ready for new challenges and with the parent's support. Due to Covid-19 restrictions there are thirty-three (33) active child portfolios. Lesson plans completed weekly by each classroom; they incorporate opportunities and experiences that children need to developmental expectations.

We closed the Soaring Eagles classroom on September 2, 2022, and moved those children to the Jo-Ge-Oh classroom due to the number of 3–5-year-old children that are attending Head Start. The Soaring Eagle teach has been move to the Toddler classroom until we can get more staff hired on.

We have enrolled 9 new children to the Center.

We had 8 children graduate from Child Care at the end of August, they will be attending Kindergarten this school year.



**EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:**

Child Care:

Portfolios are updated each month as teachers see new skills. Teachers will contact parents to report their child/children's progress. Lesson plans completed weekly by each classroom that incorporate opportunities



and experiences that children need to meet developmental expectations. Teachers are scheduled to receive more training on the use of educational software to track learning progress.

Head Start/Early Head Start:

We will be looking for curriculum supplements to help improve literacy and mathematics skills and weave them into our Teaching Strategies Gold lesson plans and supply learning tools for families to use at home.

**HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:**

Head Start/Early Head Start: The Pandemic and staffing shortages have required us to decrease our enrollments and to complete regular health screening checks which result in sending students home more often when symptomatic. COVID protocols and the Office of Head Start COVID Mandates stay place for our program.

---

Outcome/Goal # 2

Implement Individual Education Plans (IEPs) for children with educational disabilities

PROGRAMS WORKING ON OUTCOME:

- EARLY INTERVENTION
- EARLY HEAD START
- HEAD START

**MEASUREMENT:**

Early Intervention:

The Early Intervention Program implements Individual Education Program goals and outcomes for children with educational disabilities. The Program also evaluates children referred to the program by health care providers and other community childhood programs. These services include developmental screens, evaluations and therapy services for disabled infants, toddlers, and young children.

Head Start/Early Head Start:

HS/EHS has 13 children (or 22 %) of our students on an IEP or IFSP this past quarter. This only reflects our returning four-year-old. Our three-year-old students are being assessed and referred for further evaluation. We continue to strive to follow the 10% of total enrollments slots being filled by children eligible for services under IDEA. This number reflects that there is a substantial increase in the number of children with speech delays, which we are attributing to the impacts of COVID.

**ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:**

Early Intervention:

During 4<sup>th</sup> quarter we received 37 referrals from our collaborating agencies which include Oneida Health Center, Head Start/Early Head Start, Social Services and Child Care Centers. Of these 37 referrals, 16 were B-3 Infants and Toddlers. The remaining 21 children have received evaluations or screening.

All therapy services are in-person either at Early Intervention or at the child's preschool center. Each child receives service twice each week at their preschool center, or once a week at Early Intervention for a longer session.

Head Start/Early Head Start:

HS/EHS continue to work collaboratively with Oneida Early Intervention (OEI) to refer children with suspected disabilities for evaluation. Students continued to be referred to OEI this quarter.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

Early Intervention:

Early Intervention would like to return to in-person parent education trainings covering childhood disabilities. These sessions ended with Covid restrictions, but we expect to offer these sessions again sometime in the 2022-23 school year.

Head Start/Early Head Start:

Oneida Early Intervention will continue to provide speech, occupational and physical therapy services to enrolled HS/EHS students with disabilities or they will refer them out to local school districts if the needs of the child exceed what they can offer. Continued identification and assessment of children suspected of having disabilities will occur. HS/EHS staff will individualize lesson planning for students on an IEP/IFSP

HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:

Early Intervention:

The program has been successful in meeting the demands of in-person therapy services even through the Covid Pandemic. Parent outreach and education is delivered through education packets. The program is looking forward to resuming the Lunch & Learn in person sessions in the future.

Head Start/Early Head Start

The Pandemic has made it difficult to obtain consents and conduct assessments and screenings as they need in-person observations of students. These must be individually scheduled and cannot occur in the classroom setting as would normally take place. Scheduling "virtual" meetings between HS/EHS, OEI and parents/guardians has also been difficult due to the lack of internet accessibility across the service area.

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Outcome/Goal # 3

Students eligible for Youth Enrichment Services in elementary, middle, and high school are on track to graduate and Higher Education Scholarships are awarded for post-secondary education

PROGRAMS WORKING ON OUTCOME:

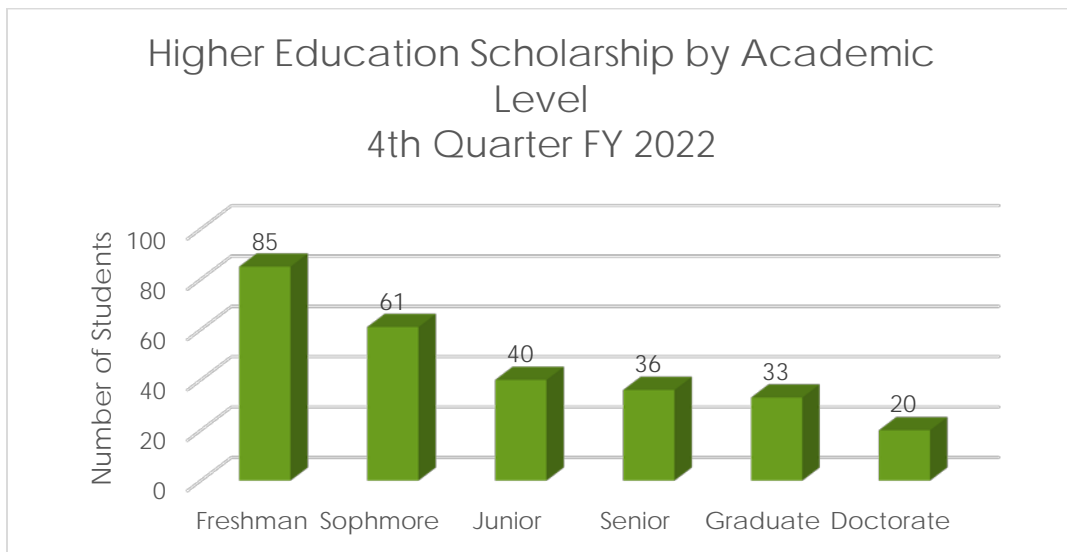
- YOUTH ENRICHMENT SERVICES
- HIGHER EDUCATION

MEASUREMENT:

Higher Education:

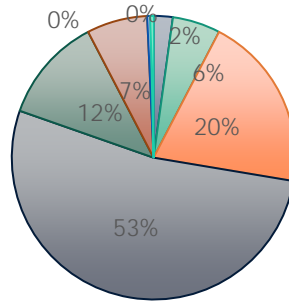
Higher Education awarded 275 tribal members who received the Higher Education Scholarship.

Students Receiving the Higher Education Scholarship are at the following academic levels:



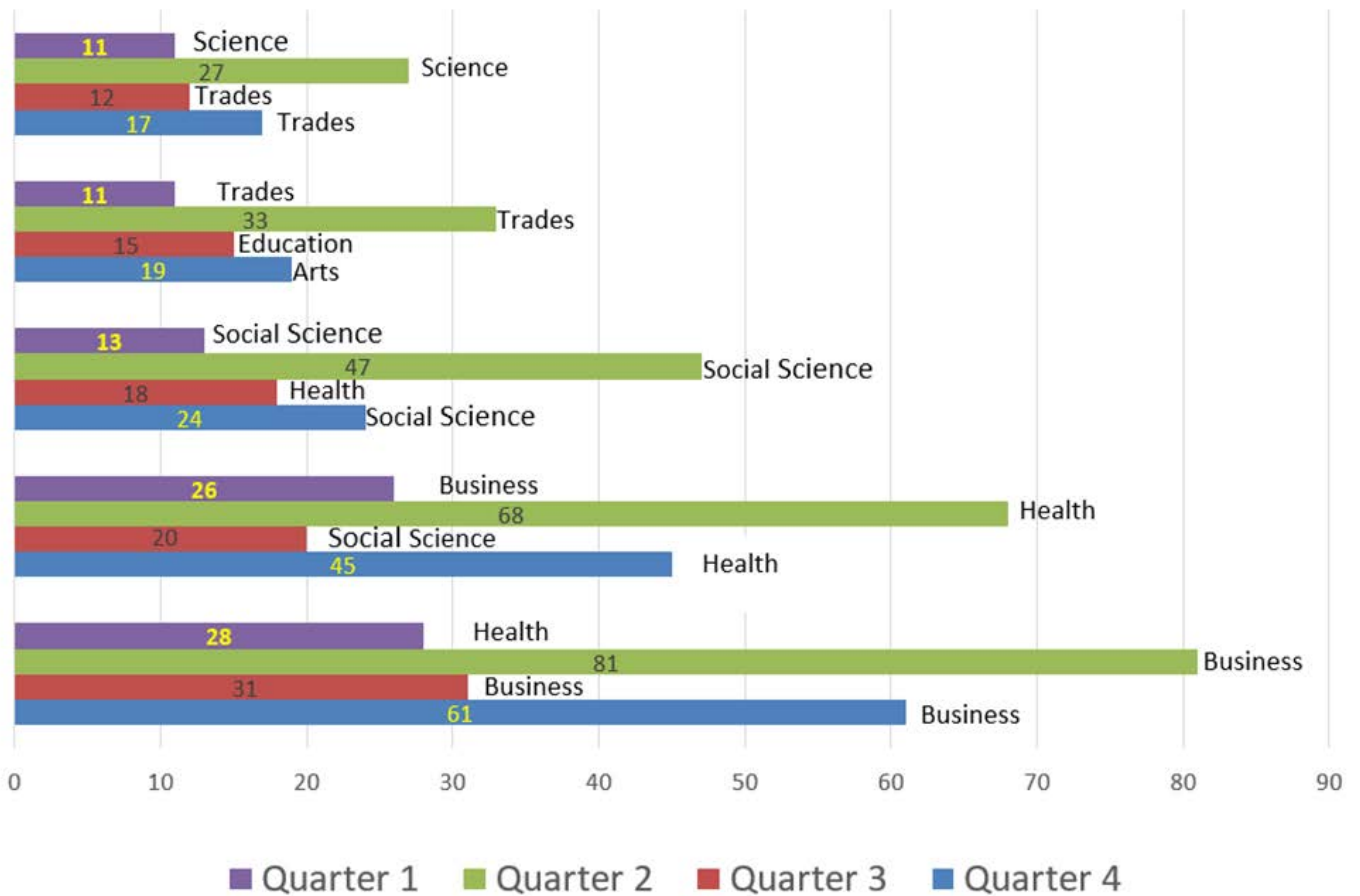
Higher Education Scholarships are funding the following degrees

Oneida Higher Education Scholarship Degree Type  
4th Quarter FY 2022



■ Certificates    ■ Tech Diploma    ■ Associate    ■ Bachelor  
■ Master    ■ Doctorate    ■ Juris Doctorate    ■ Medical

FY 2022 - Higher Education Scholarship Top Majors



Youth Enrichment Services:

YES staff educate, advocate, and provide mentoring services to American Indian students in grades Kindergarten to 12<sup>th</sup> grade in a school setting. The number of contacts made with students ensure they are on track to graduate as measured by attendance, grades, and social behaviors.

Y.E.S. Program Month - FY 2022	Unduplicated Count	Contacts	JOM Eligible Students	Non-JOM Eligible Students
July (No Staff)	NA	NA	NA	NA
August	338	688	201	137
September	444	2635	251	193

JOM: Johnson O'Malley Federal Act

**CLASS OF 2022 Y.E.S. GRADUATE SUMMARY BY SCHOOL - QUARTER 4**

HIGH SCHOOL	Total Number of YES Eligible Seniors	YES Eligible Seniors Who Graduated	Total Number of Non-YES Eligible Seniors	Total Number of Non-YES Eligible Seniors Who Graduated	Seniors with Incomplete YES Paperwork	Seniors with Incomplete YES Paperwork Who Graduated	Total Number of Graduates
GREEN BAY SOUTHWEST HIGH SCHOOL (29 SENIORS)	18	15*	10	7*	1	1	23
SEYMOUR HIGH SCHOOL (30 SENIORS)	21	19	11	8	1	1	28
WEST DE PERE HIGH SCHOOL (18 SENIORS)	13	13	4	4	1	1	18
(77 SENIORS)	52	47	25	19	3	3	69
		90%		76%		100%	90%

\*DATA NOT AVAILABLE FOR 3 STUDENTS.



ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

## Higher Education:

Student Relief Fund Program ended on September 21, 2022, as all funds have been spent.

## Youth Enrichment Services (YES):

Ninety percent (90%) of the YES eligible students graduated this year. A few of the seniors who did not graduate returned to school in September. Seymour and Lombardi staff are working with Oneida Social Services Family Services staff provide services for student at the school site. YES Specialist (teacher) services will resume at West De Pere Middle School with the hiring of a new Specialist.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

## Higher Education:

Reviewing the potential to develop future programming to aid tribal members who have been suspended from the Oneida Higher Education Scholarship, referred to as "College Come Back."

## Youth Enrichment Services (YES):

Continue to work with Oneida Nation programs to supply more support to meet the social/emotional needs of the students. Work with Oneida Language Revitalization and the Cultural Heritage staff to provide cultural programming for the YES students.

HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:

## Higher Education:

The Student Relief Fund (SRF) Program was funded through federal dollars (i.e., ARPA Loss Revenue or Tribal Contribution Savings) was used between January 1, 2022, to September 21, 2022.

## Youth Enrichment Services (YES):

The pandemic has affected students, families, and staff in multiple ways. Students continue to struggle with re-adjusting to in-school instruction and new safety protocols, overcoming anxiety about academic progress and social interactions.

---

### Outcome/Goal # 4

Provide culturally sensitive vocational rehabilitation services to Native American with disabilities who reside on or near Oneida leading to gainful employment consistent with their strengths, resources, priorities, concerns, abilities, capabilities, interests, and informed choice to build individual self-sufficiency.

#### PROGRAMS WORKING ON OUTCOME:

- Oneida Vocational Rehabilitation

#### MEASUREMENT:

Currently Oneida Vocational Rehabilitation is recruiting for a manager. The program is recruiting clients ages 14 and above for job exploration education, job training and retention. The program collaborates with several agencies and the State to offer work opportunities to Oneida and other federally recognizes tribal members.

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Moving the program to a more easily accessible office for clients with physical limitations. We currently have 2 clients on IPE's and 5 in the process.

#### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The program is actively recruiting student 14 years and older for pre-employment job skills explorations. In partnership with other State programs, we hope to offer opportunities to school age disabled students.

#### HOW HAS THE COVID-19 PANDEMIC IMPACTED THE OUTCOME/GOAL:

The job market has changed since Covid for both employers and employees. The Oneida VR Program would like to make sure clients can use their skills and abilities to find the best career options to meet their needs.

#### **Contact Info**

CONTACT:	Jacqueline Smith
TITLE:	Area Manager Education & Training
PHONE NUMBER:	920-869-4037
E-MAIL:	jsmith@oneidanation.org

Accept the Environmental, Health, Safety, Land, & Agriculture Division FY-2022 4th quarter report

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
| <input type="checkbox"/> Bylaws                 | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation           |
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| <input type="checkbox"/> Other:                 |  |   |

**7. Budget Information:**

- |   |  |
|---|--|
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| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# Oneida Environmental, Health, Safety, Land & Agriculture Division Quarterly Report FY22 4th Quarter

## Environmental, Health, Safety, Land and Agriculture Vision Statement (Desired future position)

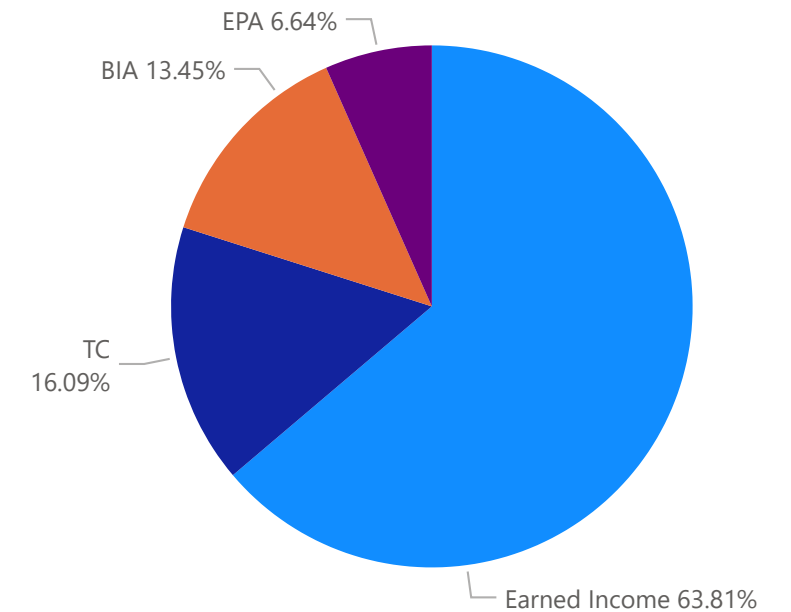
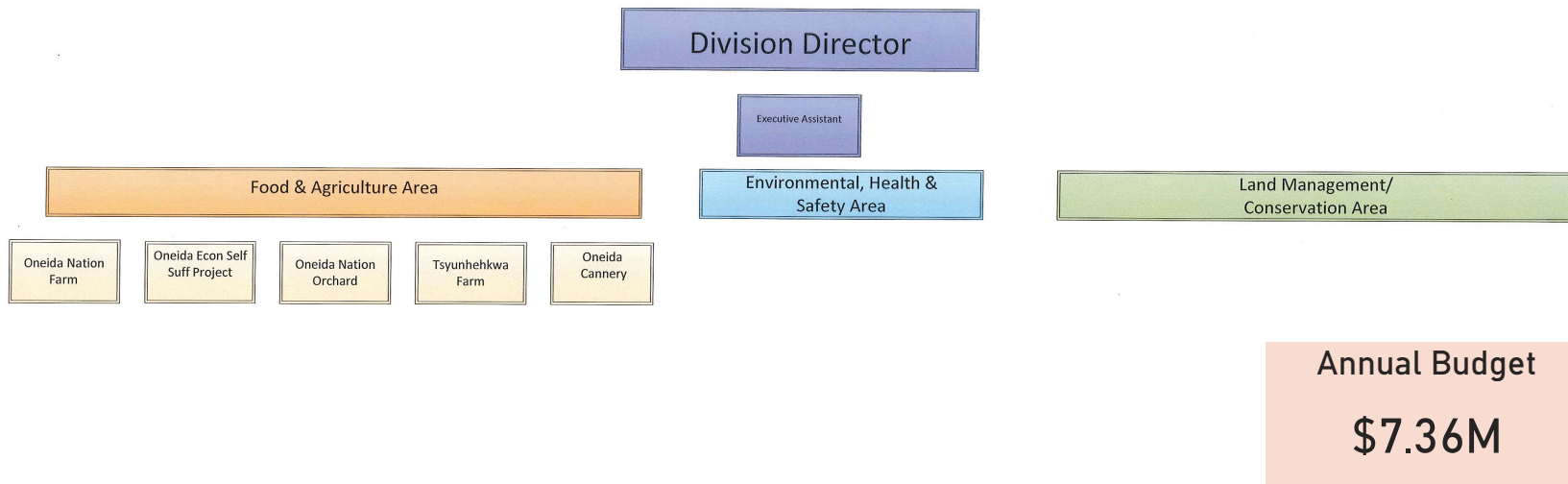
By fulfilling our fiduciary responsibilities we manage, restore, reclaim and enhance the resources and assets of the Oneida Nation that protect human health and wellness, and the natural and built environment.

## Environmental, Health, Safety, Land and Agriculture Mission Statement (Defines what we do)

We provide high quality services that protect and improve the health of the human and natural environment, consistent with Oneida's culture and vision.

Amount by EHSLA Division Funding

### Environmental, Health, Safety, Land & Agriculture Division



Report Prepared By: Victoria Flowers, Environmental Compliance Coordinator

Report Submitted By: Nicole Rommel, EHSLA Division Director





# FY-2022 4th Quarter Report

**ONEIDA**

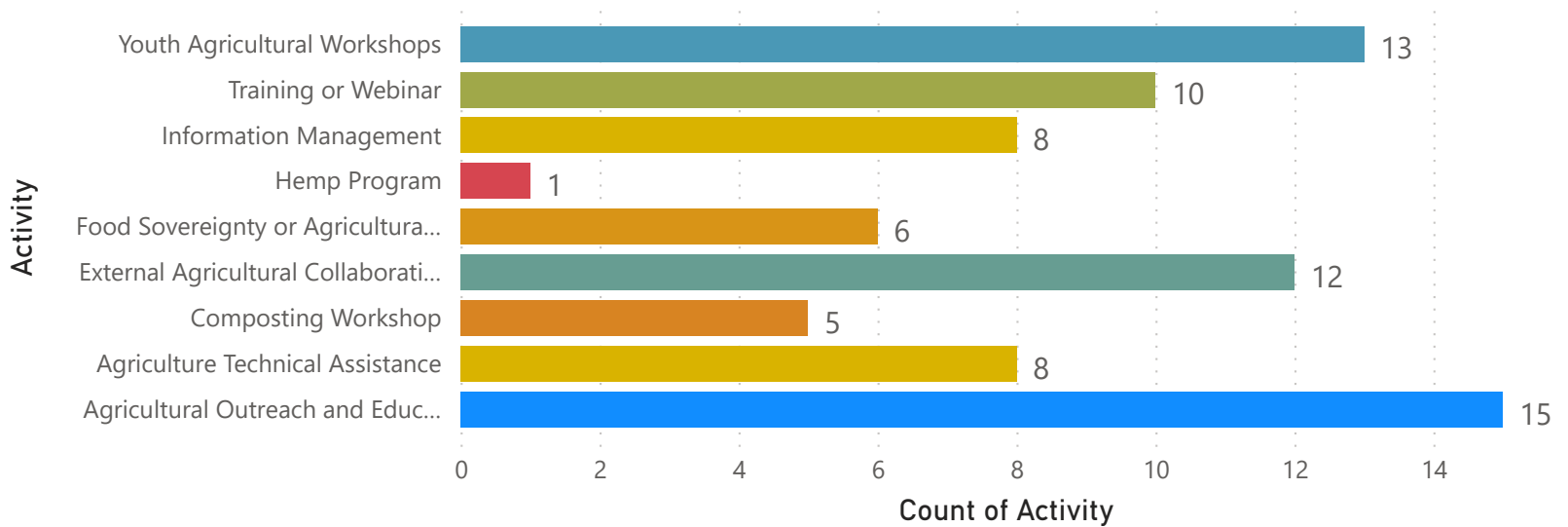
A good mind. A good heart. A strong fire.

## ENVIRONMENTAL, HEALTH, SAFETY, LAND AND AGRICULTURE DIVISION

### Outcome/Goal #1

Implement the Oneida Nation Food Sovereignty Strategic Plan using action planning tools to identify areas needed for the outcomes of each objective, identify responsible staff, and create timelines to complete objectives.

#### Food and Agriculture Activities



#### Accomplishments related to this goal

Completed an extensive survey for the Regional Farmers Market Coordinator & Wisconsin Statewide Coordinator at University of Wisconsin-Madison Division of Extension on OCIFS projects.

Coordinated the Tribal Ag Knowledge Exchange visit on Tuesday, Oct. 18 with the various food related entities and put together an agenda for the tour.

Created detailed agenda for the Tribal Agricultural Knowledge Exchange Tour of OCIFS on Tuesday, October 18 and sent to Vanessa for review. Also completed the Tsyunhehkwá Tour request sheet and will send to Kyle once approved.

Reviewed all the all the data sheets and garden scoring sheets that were collected at last weeks final Youth Ag Workshops. Scored all the returned post tests and compared them to the pretests. In the pretest the youth scored 60% correct, while in the post test the youth scored 82.5% correct.

Reviewed the history of creating the OCIFS Cultural Activity Book and sent the recap to Shannon Hill who is using it at the KUNHI-YO 'I am Healthy' August 31 event at the Radisson.

Reviewed the Oneida Farmers Market relocation concept paper that was sent by Paul Truttmann. Made some recommended changes and sent it back to the team for review.



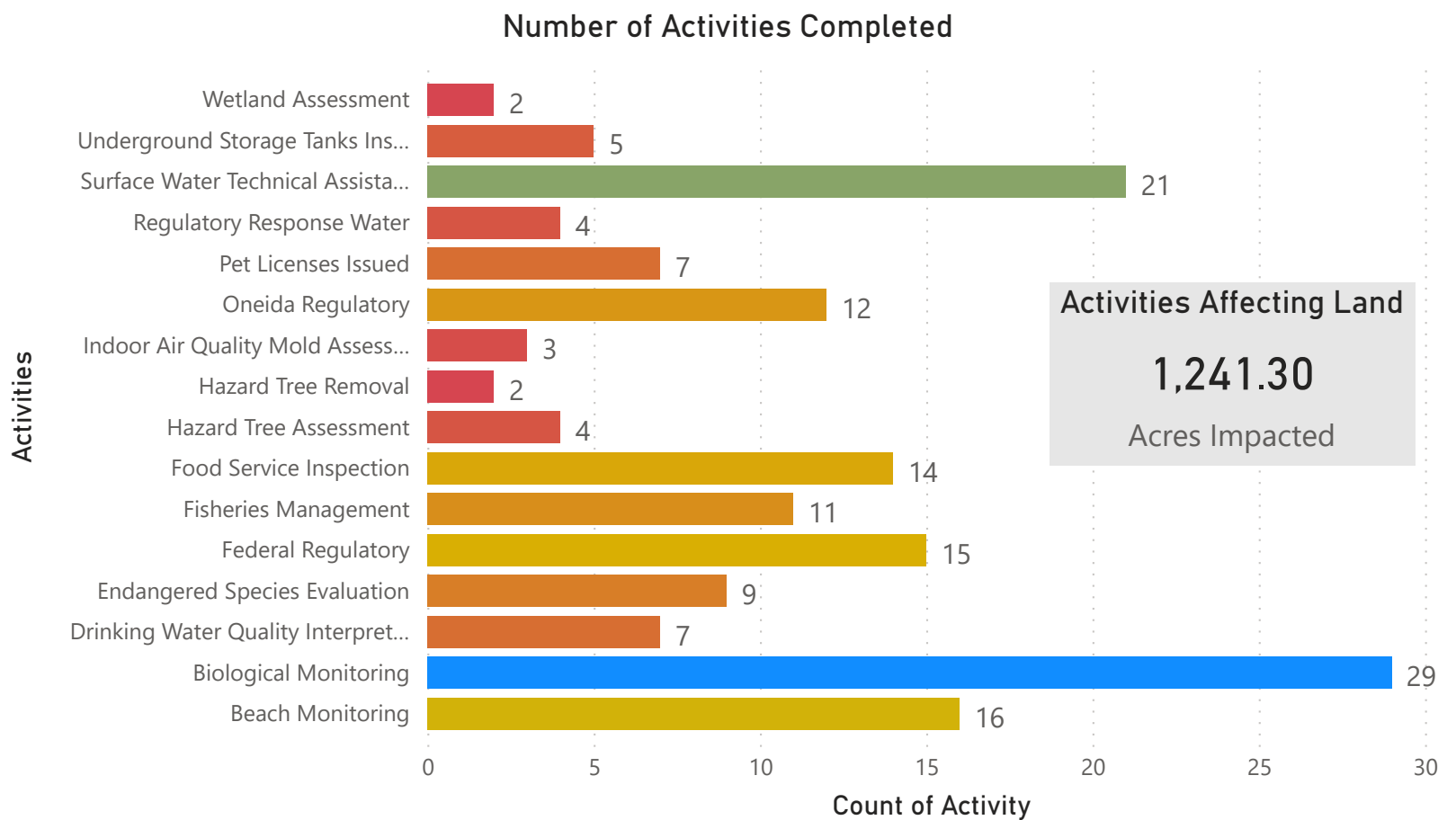
# FY-2022 4th Quarter Report

**ONEIDA**  
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## ENVIRONMENTAL, HEALTH, SAFETY, LAND AND AGRICULTURE DIVISION

### Outcome/Goal #2

Manage and restore land and natural resources, including but not limited to, land protection, sustainable forestry management, water quality, and plant and animal resource management. As stated in the Oneida Nation Rights of Nature Proclamation, it is our responsibility to defend and speak for those things that cannot speak for themselves.






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# FY-2022 4th Quarter Report

## ENVIRONMENTAL, HEALTH, SAFETY, LAND AND AGRICULTURE DIVISION

### Significant Accomplishment Environmental Quality/Eco-Services

Project Name	Comments
2022 Oneida Pow Wow	10 temporary food service licenses issued
UWGB Oneida youth summer camp	6 Oneida youth participated in a 3 day summer camp.
Replied to a non-tribal regulatory question	A non-tribal member reached out to understand potential regulatory needs with a plan to build a home. The driveway would cross an agricultural drainage.
Updated Melinda on conversation with Aaron Kramer	Blackberry Estates planned inspection. Aaron Kramer is Village of Hobart Administrator
Addressed concerns over old truck in quarry	Divers confirmed what we thought - been down there a long time
Booth at Fall Family Festival	Event held at Green Bay Botanical Gardens
Identified a State Endangered grass species in the Duck Creek floodplain	<a href="https://wisflora.herbarium.wisc.edu/taxa/index.php?taxon=3380">https://wisflora.herbarium.wisc.edu/taxa/index.php?taxon=3380</a>  This is the first document occurrence in northeast Wisconsin. Species verified by UWGB Herbarium Director.
UT Inspections- All Oneida One Stops	Inspected Travel Center, Larsen, Westwind, Four Paths, Packerland, E&EE, and 54
Outagamie County Drainage Board meeting	On site meeting w/ the Outagamie County Drainage Board to discuss two-stage waterway project and future collaborations.
Wild Rice Harvest event with Cultural Heritage and Adventures	Randy Cornelius had his foraging class participate in the harvesting of wild rice at Waterbirds. I assisted with outreach and facilitating harvesting
coordinate UWBG and WI DNR to survey Tribal lands for Rusty Patch Bumblebees	Rusty Patch bumblebees are federally endangered. Allowing experts to survey Tribal restoration areas will provide useful information on the pollinating insect populations using these areas. Rusty Patch bumblebees were identified at two locations.



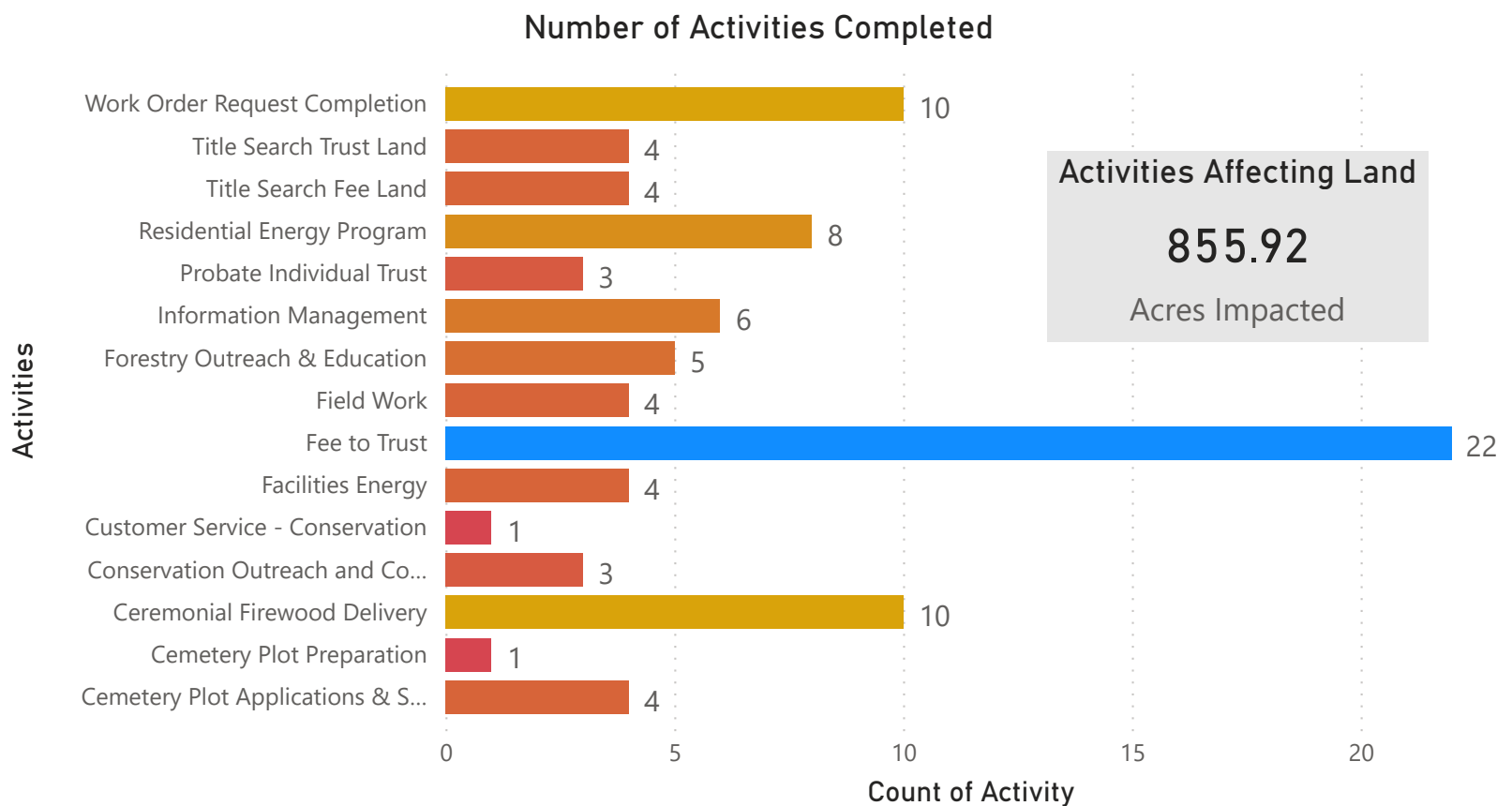
# FY-2022 4th Quarter Report

**ONEIDA**  
A good mind. A good heart. A strong fire.

## ENVIRONMENTAL, HEALTH, SAFETY, LAND AND AGRICULTURE DIVISION

### Outcome/Goal #3

Acquire and manage Oneida Nation land for the benefit of the community.



March 2022, we closed on our first acquisition in 2 years due to COVID and budget. FY23 There will be \$1,140,000 in grant money for some strategic acquisitions. In FY22 248.576 acres were acquired. We are now at 27,890.46 acres which is 42.60% of the reservation.

Completion of Storm Damage Work Order requests, generated from the June 15th storm event. Contact with customer(s) to establish a suitable timeline, for completion of the required work.

Issue Oneida Sportsman license and permits, for the annual hunting seasons. Distribute license and permits in a suitable timeframe, to allow Sportsmen to get out afield legally.

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Accept the Grants FY-2022 4th quarter report

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*



**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
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| <input type="checkbox"/> Other:                 |  |   |

**7. Budget Information:**

- |   |  |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted                     | <input type="checkbox"/> Not Applicable          |
| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# FY-2022 3rd Quarter Report

## GRANTS OFFICE – INTERNAL SERVICES DIVISION

### Status report of Outcomes/Goals

#### Outcome/Goal # 1

Enhance tribal services with external grant funding of \$5 million dollars per year.

MEASUREMENT: We use an excel spreadsheet to track our denied, approved, and pending grants. An example of our total funded/denied grants follows:

2016	FUNDED	DENIED		
Funded Grants:			2015	\$13,245,208.78
TOTAL:	\$11,625,643.00	\$5,257,501.00	2016	\$11,625,643.00
			2017	\$16,440,502.56
2017			2018	\$5,734,269.12
Funded Grants:			2019	\$8,287,777.28
TOTAL:	\$16,440,502.56	\$2,669,265.00	TOTAL:	\$55,333,400.74
2018				
Funded Grants:				
TOTAL:	\$5,734,269.12	\$2,967,189.00		
2019				
Funded Grants:				
TOTAL:	\$8,287,777.28	\$2,340,381.00		
2020	FUNDED	DENIED		
Funded Grants:				
TOTAL:	\$10,758,923.23	\$11,819,796.00	2020	\$10,758,923.23
			2021	\$15,511,261.98
2021			2022	\$16,337,454.21
Funded Grants:			2023	\$10,878,441.53
TOTAL:	\$15,511,261.98	\$11,987,151.78	2024	
			TOTAL:	\$53,486,080.95
2022				
Funded Grants:				
TOTAL:	\$16,337,454.21	\$14,025,484.00		

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

With a staff of 3, by end of FY 2022 4th quarter shows \$16,337,454 in grant dollars that this office has worked on in some capacity: research, planning, development, writing, modifications, extensions, signatures, uploads, etc. This amount exceeds our

annual goal. This past year has been high due to ARPA monies that also came in as well as annual and/or competitive grants. We also have another \$4.9 million pending. I would like to acknowledge the hard work of my staff, Donald Miller and Marsha Danforth in their efforts in pursuing external grants for our Nation.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

New and/or increased services to community members, as well as additional grand-funded job opportunities for the nation/community members. New ARPA grants have assisted the Nation in providing much needed safety products, equipment, and additional services.

---

**Outcome/Goal # 2**

**To increase Oneida Nation staff knowledge by providing grants training to programs/departments in need.**

MEASUREMENT:

Although the Grants Office has not been able to provide grant training due to work loads, staff provides virtual training with programs on an as-needed basis.

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

We have trained new or transferred staff as we move through the grants process of applying on an as-needed basis.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The Grants Office does plan on developing and providing virtual grant writing training sessions in the future when time allows. Due to current workloads and limited staff, this is not a high priority.

---

**Outcome/Goal # 3**

**Provide administrative and fundraising support to the Oneida Youth Leadership Institute (OYLI): The Oneida Youth Leadership Institute is a 7871 charitable organization of the Oneida Nation located in Oneida, Wisconsin.**

MEASUREMENT:

Provide the avenue for contributors (corporations and individuals) to make tax-deductible contributions to youth organizations and provide funding opportunities that will help develop young Oneida leaders. We have approved By Laws and a Charter that provides guidance in meeting our goal of provided services. We keep a log of all transactions, meetings minutes, disbursements, and communication.

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Although board members workloads remain full, the Board has started to meet both virtually and in-person this past quarter and has a renewed enthusiasm. We have a board of 6, with 1 vacancy, and one board member waiting for a full board before leaving due to other obligations. The Board is currently working on Listening Sessions with youth both in-person and virtually to gather youth's current input on their needs within the community.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

With the information we gather through the listening session, we are planning a youth opportunity fair that will highlight all there is within our area for youth to participate in that will help them in becoming strong leaders, strong community members, and mentors to other youth. We are looking to invite inhouse and local youth groups, opportunities, events, etc. that are currently available to youth, and hope to hold this event next Spring.

**Contact Info**

CONTACT: Cheryl Stevens  
TITLE: Manager  
PHONE NUMBER: 920-496-7331  
E-MAIL: [cstevens@oneidanation.org](mailto:cstevens@oneidanation.org)  
MAIN WEBSITE: [oneidanation.org](http://oneidanation.org)

PICTURES OF GRANT FUNDED PROJECTS:



Dept. of Justice Domestic Abuse grants

**Park Olympics**  
WITH  
ONEIDA TAP  
&  
ONEIDA CHD—OUTREACH

- Tuesday September 27th @ 5:00pm
- Flying Leaf Park (Site II)
- Youth Ages: 7-17



- Football Skills Challenges Theme
- Prizes for Competition Winners
- Refreshments Provided



Indian Health Services TAP grant-funded event



Accept the Governmental Services Division FY-2022 4th quarter report

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## Business Committee Agenda Request

1. Meeting Date Requested: 10/26/22

2. Session:

Open     Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

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Programs/Services

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Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

*Name, Title/Entity OR Choose from List*

**6. Supporting Documents:**

- |   |  |   |
|---|--|---|
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**7. Budget Information:**

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| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# FY-2022 4th quarter report

## GOVERNMENTAL SERVICES DIVISION

### Status report of Outcomes/Goals

1. Which outcome/goal(s) does the Division wish to report on?
2. What metric is being used to measure the outcome/goal?
3. What are the accomplishments (i.e. positives, things for which the Division is proud, brags) have occurred over the reporting period that reflect the Division's progress for reaching the outcome/goal?
4. What can the community expect to see in the future (i.e. 6 months; next year; 18 months) from the Division related to the outcome/ goal?

---

### Outcome/Goal # 1

Develop an engaged and successful workforce.

#### MEASUREMENT:

- Cultural Competence SOP and regular training for GSD employees
- 360' evaluations (phase 2)
- Fill positions that have been budgeted in FY22
- Improved employee morale

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

1. Hiring – there are less vacancies as the following departments are now fully staffed.
  - a. Economic Support
  - b. SEOTS
  - c. Aging and Disability
  - d. Cultural Heritage
  - e. Recreation
2. Cultural Competence SOP – The GM's Cultural Awareness Team continues to meet each month to revise curriculum with the expected implementation of January 2023.

#### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The community can expect a compassionate, understanding employee base that provides excellent customer service. GSD employees are more engaged. Employee retention will improve.

---

### Outcome/Goal # 2

Strengthen our efficiencies and effectiveness.

MEASUREMENT:

- Quality improvement is implemented

**PERFORMANCE MANAGEMENT SYSTEM**



ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

1. Performance Management – Each department presented their outcomes for their performance standards and measures. Three of the departments "informally" conducted quality improvement studies. In the coming year, all performance standards will be entered with a goal of each department conducting a quality improvement study.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The community can expect program accountability and quality improvement. The Performance Management system will help Directors and Managers improve their services, determine the impact of their programs and services, and make data driven decisions to services and programs. Next steps are for all departments to determine their performance standards and enter them into the database. The reorganization in Cultural Heritage will model the clan system of decision making as well as provide traditional healing practices for the community.

Prioritize excellent customer service.

MEASUREMENT:

- Assessment of services from customer feedback
- Marketing Plan

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

1. Customer Service – GSD departments will be conducting customer satisfaction surveys to create a baseline score for the Division.
2. Marketing Plan – A small group of employees within Economic Support have taken the lead on creating a GSD Marketing Team to develop a Division-wide marketing plan. The team has developed a plan for how they will operate and will be developing marketing goals in their next steps.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The community can expect the best customer service from GSD departments and employees. Customer Service SOP is in place. Customer Service model/training needs to be created in e-Learning and assigned to all GSD employees. Implement annual GSD Customer Service Training for all GSD employees.

Outcome/Goal # 4

Create financial stability.

MEASUREMENT:

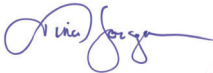
- Waivers for cash/in-kind match
- New grant resources/renewal approvals
- Revenue generation

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

We expect to use less tribal funds in GSD.

**Contact Info**

CONTACT: Tina Jorgensen, MS, RDN  Digitally signed by Tina Jorgensen, MS, RDN  
Date: 2022.10.13 16:35:16 -05'00'

TITLE: Governmental Services Division Director

PHONE NUMBER: 920-490-3904

E-MAIL: tjorgens@oneidanation.org

MAIN WEBSITE: <https://oneida-nsn.gov/divisions/governmental-services-division-2/>



Photos (optional):



SEOTS Youth Talking Circle with MarJon Beauchamp of Milwaukee Bucks



Recreation Summer Youth Program/Arts Class



Elder Expo 2022

Accept the Public Works Division FY-2022 4th quarter report

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## Business Committee Agenda Request

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Open     Executive – must qualify under §107.4-1.

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| <input type="checkbox"/> Other:                         |  |

**8. Submission:**

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Lori Hill, GM Office Manager

# FY-2022 4<sup>th</sup> Quarter Report

## PUBLIC WORKS DIVISION/SHANNON STONE

### Public Works currently includes the following areas/departments:

**Public Works Operations** – Administration, Automotive/Fleet Management, Facilities, Wells/Septic & Plumbing, Utilities, Custodial, Groundskeeping/Parks, Indian Preference

**Community Development Area** – Engineering, Zoning, GIS/Planning, Tribal Transportation

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### Outcome/Goal # 1

Develop operational workforce plans within each department and area of Public Works. The plans will address critical issues including staffing requirements, employee retention and development, and succession planning.

Retention of existing employees and recruitment of new employees has been a challenge for DPW leadership, especially the positions of custodians and groundskeepers. Several managers and essential positions are becoming critical as they approach retirement in most of the Public Works departments. Additional tools will become available with the development of Global Human Resources (GHR) over the next 1 to 5 years.

#### MEASUREMENT:

1. Succession planning is in place to allow knowledge and skills transfer from employees considering retirement to employees interested in the opportunities to move into these positions.
2. Career paths are identified and communicated to employees.
3. Training programs are provided that include identifying the competencies required for each position and a mechanism to evaluate progress of employees learning them.
4. Supervisors are engaged with employee development.

#### ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Services are delivered on a priority basis of Health and Safety first when only limited resources are available. Vacant critical positions are being filled through interim reassignments whenever possible. This allows for employee development and retention of our current staff by offering career opportunities that match their goals. The staff have utilized virtual training as much as possible to advance knowledge and skill levels. Training programs are vital due to the retirements and new staff being hired. Certifications in the various industries are being reviewed to develop standardized requirements by position to ensure safety, customer service, and effectiveness as a foundation to all positions.

DPW is working with HR to develop workforce plans beginning with Groundskeeping, and Utilities departments.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

- Utilize the new HR system to assign and track required training by position based on competencies identified for the jobs (Summer of 2023).
- Complete permanent reassignments for employees that are interim once they meet the minimum requirements of the position (Ongoing).
- Rewrite job descriptions, such as those in the electrical field, to include the new skills and abilities to perform the work, such as having training and experience with solar energy systems. Installing and maintaining electrical charging infrastructure and moving to electrical vehicles within the Fleet will also require new competencies (Ongoing).
- Plans and initiatives have been delayed due shortage of staff and not having available time to dedicate for training, delays in implementing new systems to plan and track training, and the need to repost jobs that do not have applicants.

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Outcome/Goal # 2

Create efficiencies, optimize the use of limited resources, enhance capabilities, and improve Customer Service by evaluating current processes. The focus is on utilizing technology, increasing collaboration, and creating new streamlined process flows to achieve this goal.

MEASUREMENT:

1. Evaluate DPW processes to streamline them for efficiencies
  - a. Develop and communicate an online Land use review process that can be used by all reviewers and create the various reports needed by Land Management, Development, Housing and the Land Commission.
  - b. Reduce time to process outstanding invoices to less than 45 days.
  - c. Evaluate technology and software to reduce technology deficit.
  - d. Integrate DPW systems into the main Enterprise Resource Processes (ERP).
2. Regulating POWTS systems within the reservation boundaries
  - a. Improve the POWTS tracking system by developing a data base from the current spreadsheet.
  - b. Automate the 3-year inspection notification letters that are required to be sent out to customers.
3. Expand the access and use of GIS data.



- a. Identify the long-term staffing needs of this area based on what data needs to be updated and maintained.
  - b. Utilize GIS to create the layers of information that will be useful to the varied users of the system.
4. The number of GPS systems installed in Oneida Nation vehicles
- a. The installation of GPS system in Oneida Nation vehicles will provide real time information on vehicle locations, documentation on driver use of vehicles to improve safety, data for optimizing scheduling, and vehicle data to track overall usage of the vehicle and maintenance need.
  - b. GPS is budgeted to be installed on 52 additional DPW vehicles in FY23.
5. Enhance communication.
- a. Find opportunities to reach out to the Oneida community.
  - b. Develop informative packets for services to the community.
  - c. Provide opportunities for the community to give feedback to DPW.
  - d. Work to build internal cooperation and transparency to the organization.

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

DPW and DTS have begun the process to review the technology needs of the division. This process will identify what is and is not meeting the needs of DPW and DPW customers. The ultimate goal would be to have an integrated comprehensive system that would manage operational and financial requirements efficiently.

The newly implemented on-line land use review process has greatly reduced the time needed to review a property and bring back recommendations to the Land Commission. Documentation for the review is all saved in one place and the progress on any property can be readily reported.

GPS units have been purchased and installed in the Groundskeeping vehicles. This system allows for analyzing the shortest routes, hours of equipment use, safe operation of equipment and vehicles, and collects data for reporting.

About ¾ of the POWTS information has been loaded into the system. The first Zoning letters to customers on the need for inspections were sent out in September. Wells and Septic with help from GIS will continue to update the POWTS information and plan to inspect 1/3 of POWTS each year. The Planning/GIS department continues to build new capabilities and add data that is accessible to Oneida Team members. The staff are obtaining on-line training and are attending the local and national Esri user's conferences.

*Esri builds the leading mapping and spatial analytics software designed to support the mission and business objectives of organizations around the globe, regardless of size. Esri's ArcGIS products run in the cloud, on mobile devices, and on desktops.*



### Launch New Capabilities

Manage your 3D and 4D parcel data, run analysis with Trace networks, Python Notebooks, Geodatabase replication workflows and so much more. Add your work from ArcGIS Pro to Adobe Illustrator to finalize your design project.

### Analytics and Data Science

Understand the world around you. Use scientific analytical tools on 2D, 3D, and 4D data to identify patterns, make predictions, and answer questions.

#### EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

- Employee development in the use of technology and software applications
- Evaluate current technology used and reduce technology deficit.
- Increased efficiency in the performance of job functions.
- Advanced tracking, data analysis, and reporting capabilities.
- Improved Customer Service and feedback.

The reduced availability of personnel to perform certain job functions is creating a demand to increase the use of technology to become more efficient. Current jobs require new skill sets in the use of technology and automated systems to achieve higher performance levels. There is a need for training to be provided to employees and learning to take place on the use of these new systems. Additional staff will be budgeted in the FY23 budget in order to continue advancing the capabilities of the Nation's GIS department.

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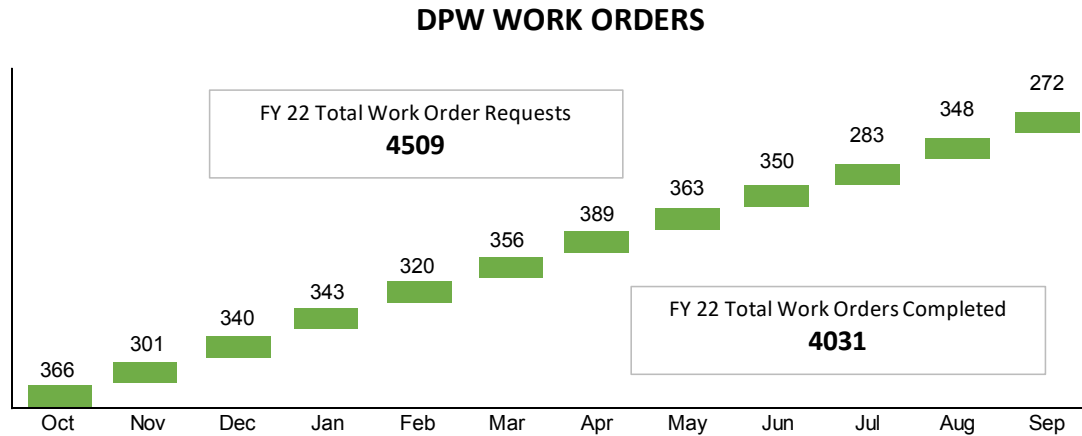
### Outcome/Goal # 3

Maintain and increase the overall value of the Oneida Nation assets and infrastructure

#### MEASUREMENT:

1. The number of Building and Maintenance Projects completed compared to the budgeted projects, the number of on-demand and preventive maintenance work orders completed, and the progress made with the activated Capital Improvement Projects.

## 2. Development of Indian Preference Vendors and the Indian Preference Skills Bank.

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

The highest number of workorders for the 4th quarter are in the categories of automotive preventive maintenance, general maintenance, electrical, HVAC, and plumbing. The number of workorders is one measurement but another important variable is the complexity of the work order and the hours needed to complete it. The building maintenance and improvement projects that continue to make progress the 4th quarter of FY22 include flat panel LED lighting replacements at SSB, HVAC control upgrades, and the development of project scope and bidding documents for HVAC, asphalt, electrical, and FY22 budgeted projects. DPW is transitioning all construction management to the Engineering Department to provide more consistency in the process.

The 16 CIP active project updates can be found on the Oneida Nation website under Business, Community Development, project updates and then the name of the project.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

There are numerous projects included in the FY22 budget for water and wastewater infrastructure upgrades, HVAC equipment replacements at various buildings, lighting upgrades, generator installations and replacements, and parking lot replacements. Several of the large parking lot replacements were completed this past quarter and other projects have had delays due to equipment availability. The FY22 CIP projects that were budgeted and/or funded through other sources and are activated include the Museum relocation, Transit Garage, Food Innovation Center, and an additional 16 HUD housing units.

There are tremendously long lead times, especially for electrical switch gear, generators, HVAC systems, trucks, heavy equipment, and certain system replacement parts. Completion schedules are being adjusted to allow for these long lead times to receive equipment. Prices of equipment and contractor labor has also increased more than typical which will be reflected as an overall increase in project costs. Some vendors are requiring down payments just to place orders.

## Organization Changes

The Housing Division has been separated out from DPW as planned and budgeted for FY 22. The DPW and Housing Divisions continue to work closely together on HBO site development and documentation, home renovations for resale, accomplishing necessary demolitions, and development of new Housing.

Custodial positions are continually posted as pool positions which are open to all. It has been a challenge to hire enough staff due to the minimal applications received, replacing those leaving the department due to retirement, job changes, and covering vacancies due to medical leaves.

Since Covid, the Indian Preference Office has been located within the DPW Facilities Department and the functions carried out by an existing employee. The position was posted once but did not have any qualified applicants. The position description has been updated and will be reposted. In addition to maintaining the skills bank, DPW will take on the challenge of assisting Indian Preference businesses gain experience and knowledge to better serve the community.

Public Works will also be adding staff related to safety, which disappeared with the advent of Covid. The position of Safety Coordinator has been offered to an Oneida Tribal member and we are waiting for acceptance. Public Works will be coordinating safety with HR, Risk Management, Emergency Management, EHN, and EHSLA. Public Works will also be adding a Fire Inspector position to Zoning. This position will also oversee active construction site safety.

## Building Demolitions

### CIP# 07-009 - Building Demolitions

**Date: 9/2822**

#### **Project Description:**

Demolish any applicable building(s) required when numerous building deficiencies and problems exist that make their use not economically viable and/ or the presence of the unoccupied structure poses a liability exposure to the Nation. Locations are per the approved demolition listing.

#### **Current Status:**

In progress activities and **remaining** demolition projects:

- **894 Riverdale Drive** - Awaiting Wisconsin Public Service to deactivate and disconnect gas. WPS is waiting for Brown County Right of Way Department to provide permit before gas can be removed. Demo permit has been issued. DPW can start demo once confirmation of de-activation is received from WPS. WPS can take up to 25 days for removals to be scheduled and completed.
- **3703 Hillcrest Drive** - Cultural Department is currently working to remove most of the existing lumber currently being stored in the existing barn. The existing office/ house will be demolished in the coming week or so, pending DPW's availability. The barn will be demolished after office/ house is complete, however Engineering is also evaluating ways to salvage some of the existing barn members to save on landfill fees.

**Notes:**

1. Upon completion of the above locations, the demolition listing would be complete.
2. **W386 Crook Road** - Nation does not own. In individual trust.
3. **3140 Jonas Circle** - Structure was re-evaluated and has been decided to renovate in lieu of demolish.
4. **W1774 CTY Rd. EE** - Barn & Silo - Currently being re-evaluated to determine if the existing barn and silo should remain on property. Outcome will determine how project proceeds.

The properties listed below have been demolished and work is complete:

- N6522 CTY Road. E - Completed 7/28/21
- N7890 Cooper Road - Completed 10/6/21
- 4045 Hillcrest Drive - Completed 10/19/21
- W132 Service Road Garage—Completed 10/27/21
- 1200 Orlando Drive - Completed 12/31/21
- 1156 Riverdale Drive - Completed 2/18/22
- 1160 Riverdale Drive - Completed 2/4/22
- W2458 CTY Rd. EE - Completed 3/4/22
- 2686 West Point Road - Completed 4/1/22
- 2908 Commissioner Street - Completed 6/30/22
- 2611 & 2621 Dorn Court - Completed 9/15/22

**Schedule:**

Approvals - As required

Bidding— As required

Demolition - Continued Progress

**Project Partners:**

Engineering, DPW, Land, Zoning, CHD, Purchasing, Legal Office.

Oneida Engineering  
Department



## Building Demolitions

### CIP# 07-009 - Building Demolitions

Date: 9/28/22

UPCOMING DEMO SITES:

3703 Hillcrest Drive



894 Riverdale Drive



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