

Oneida Business Committee



Executive Session
8:30 AM Tuesday, March 21, 2023
Virtual Meeting – Microsoft Teams

Regular Meeting
8:30 AM Wednesday, March 22, 2023
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

Meeting agenda is available here: oneida-nsn.gov/government/business-committee/agendas-packets/. Materials for the "General Tribal Council" section of the agenda, if any, are available to enrolled members of the Oneida Nation; to obtain a copy, visit the Government Administrative Office, 1st 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 March 8, 2023, regular Business Committee meeting minutes**
Sponsor: Lisa Liggins, Secretary

V. RESOLUTIONS

- A. Adopt resolution entitled Bureau of Indian Affairs Grant Application**
Sponsor: Mark W. Powless, General Manager
- B. Adopt resolution entitled Nourishing Our Communities - The White Corn Project Grant Application**
Sponsor: Mark W. Powless, General Manager
- C. Adopt resolution entitled Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law**
Sponsor: David P. Jordan, Councilman

VI. APPOINTMENTS

- A. Determine next steps regarding two (2) vacancies - Oneida Community Library Board**
Sponsor: Lisa Liggins, Secretary
- B. Determine next steps regarding two (2) vacancies - Oneida Nation Arts Board**
Sponsor: Lisa Liggins, Secretary
- C. Determine next steps regarding two (2) vacancies - Oneida Police Commission**
Sponsor: Lisa Liggins, Secretary
- D. Determine next steps regarding four (4) vacancies - Oneida Youth Leadership Institute Board**
Sponsor: Lisa Liggins, Secretary

VII. STANDING COMMITTEES**A. LEGISLATIVE OPERATING COMMITTEE**

- 1. Accept the March 1, 2023, 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 Consolidating All Remaining ARPA FRF TCS Allocations and Closing Portal**
Sponsor: Jo Anne House, Chief Counsel
- 2. Adopt resolution entitled Obligation for Air Drill Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager
- 3. Adopt resolution entitled Obligation for CDC # 21-105 Orchard Retail Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager
- 4. Adopt resolution entitled Obligation for Class 7 Tractor Buy Out Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager
- 5. Adopt resolution entitled Obligation for Class 8 Tractor Buy Out Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager

6. **Adopt resolution entitled Obligation for Orchard Pruning Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager
7. **Adopt resolution entitled Obligation for Semi-Truck Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager
8. **Adopt resolution entitled Obligation for Tsyunhehkwa Cattle Trailer Utilizing Tribal Contribution Savings**
Sponsor: Mark W. Powless, General Manager

IX. NEW BUSINESS

- A. **Accept the Oneida Youth Leadership Institute start-up report**
Sponsor: Mark W. Powless, General Manager
- B. **Review request for one (1) additional unbudgeted position for the Oneida Trust Enrollment Department**
Sponsor: Jennifer Hill-Kelley, Chair/OTEC

X. GENERAL TRIBAL COUNCIL

- A. **Schedule special General Tribal Council meeting(s) to address 28 petitions**
Sponsor: Lisa Liggins, Secretary
- B. **Approve the notice and materials for the May 8, 2023, tentatively scheduled special General Tribal Council meeting**
Sponsor: Lisa Liggins, Secretary
- C. **PETITIONER LINDA DALLAS**
 1. **Accept the statement of effect status update re: Alcohol and Drug Addiction Treatment Assistance**
Sponsor: David P. Jordan, Councilman
 2. **Accept the legal review status update re: Alcohol and Drug Addiction Treatment Assistance**
Sponsor: Jo Anne House, Chief Counsel
 3. **Accept the fiscal impact statement status update re: Alcohol and Drug Addiction Treatment Assistance**
Sponsor: Keith Doxtator, Chief Financial Officer
 4. **Accept the statement of effect status update re: FY-2023 budget**
Sponsor: David P. Jordan, Councilman

5. **Accept the legal review status update re: FY-2023 budget**
Sponsor: Jo Anne House, Chief Counsel
6. **Accept the fiscal impact statement status update re: FY-2023 budget**
Sponsor: Keith Doxtator, Chief Financial Officer
7. **Accept the statement of effect status update re: General Tribal Council directive for the Oneida Business Committee to stay out of day-to-day business**
Sponsor: David P. Jordan, Councilman
8. **Accept the legal review status update re: General Tribal Council directive for the Oneida Business Committee to stay out of day-to-day business**
Sponsor: Jo Anne House, Chief Counsel
9. **Accept the fiscal impact statement status update re: General Tribal Council directive for the Oneida Business Committee to stay out of day-to-day business**
Sponsor: Keith Doxtator, Chief Financial Officer

D. PETITIONER LLOYD ZEISE

1. **Accept the statement of effect**
Sponsor: David P. Jordan, Councilman
 2. **Accept the legal review status update**
Sponsor: Jo Anne House, Chief Counsel
 3. **Accept the fiscal impact statement status update**
Sponsor: Keith Doxtator, Chief Financial Officer
- E. Approve three (3) requested actions - Petitioner Linda Dallas re: Budgets for the Oneida Nation be brought before the General Tribal Council**
Sponsor: Lisa Liggins, Secretary
- F. Approve three (3) requested actions - Petitioner Linda Dallas re: Community Improvement Projects (CIP) and funding**
Sponsor: Lisa Liggins, Secretary
- G. Approve three (3) requested actions - Petitioner Linda Dallas re: Contract of Chief Counsel JoAnne House**
Sponsor: Lisa Liggins, Secretary
- H. Approve three (3) requested actions - Petitioner Linda Dallas re: Direct a certified Parliamentarian be appointed by General Tribal Council prior to each General Tribal Council meeting**
Sponsor: Lisa Liggins, Secretary
- I. Approve three (3) requested actions - Petitioner Linda Dallas re: Direct that the Oneida Nation organizational structure return to the previous state it was prior to March 2020**
Sponsor: Lisa Liggins, Secretary

- J. Approve three (3) requested actions - Petitioner Linda Dallas re: Direct transportation be made available by the Oneida Nation to areas with large populations of Oneida Enrolled Members to and from General Tribal Council meetings**
Sponsor: Lisa Liggins, Secretary
- K. Approve three (3) requested actions - Petitioner Linda Dallas re: Directives for Oneida Nation Chief Counsel position**
Sponsor: Lisa Liggins, Secretary
- L. Approve three (3) requested actions - Petitioner Linda Dallas re: Disclosure of funds, expenditures, and organizational changes from March 2020-present**
Sponsor: Lisa Liggins, Secretary
- M. Approve three (3) requested actions - Petitioner Linda Dallas re: Disclosure of FY-2020 budget**
Sponsor: Lisa Liggins, Secretary
- N. Approve three (3) requested actions - Petitioner Linda Dallas re: Disclosure of FY-2021 budget**
Sponsor: Lisa Liggins, Secretary
- O. Approve three (3) requested actions - Petitioner Linda Dallas re: Disclosure of FY-2022 budget**
Sponsor: Lisa Liggins, Secretary
- P. Approve three (3) requested actions - Petitioner Linda Dallas re: Disclosure of Oneida Nation travel expenditures from January 1, 2020 - present**
Sponsor: Lisa Liggins, Secretary
- Q. Approve three (3) requested actions - Petitioner Linda Dallas re: Disclosure of Oneida Nation travel expenditures to England for the October 9, 2022, Green Bay Packer game**
Sponsor: Lisa Liggins, Secretary
- R. Approve three (3) requested actions - Petitioner Linda Dallas re: Donations - internal and external**
Sponsor: Lisa Liggins, Secretary
- S. Approve three (3) requested actions - Petitioner Linda Dallas re: General Tribal Council directive regarding Advocacy Training**
Sponsor: Lisa Liggins, Secretary
- T. Approve three (3) requested actions - Petitioner Linda Dallas re: Implement payments of Medicare Plan B premium payments to all eligible Oneida Enrolled Members**
Sponsor: Lisa Liggins, Secretary
- U. Approve three (3) requested actions - Petitioner Linda Dallas re: Oneida Nation Disability Fund**
Sponsor: Lisa Liggins, Secretary

- V. **Approve three (3) requested actions - Petitioner Linda Dallas re: Repeal and Replace Current Removal Law**
Sponsor: Lisa Liggins, Secretary
- W. **Approve three (3) requested actions - Petitioner Linda Dallas re: Repeal GTC Resolution # 01-21-19-A Amending the 120-Day Petition Timeline Adopted by General Tribal Council**
Sponsor: Lisa Liggins, Secretary
- X. **Approve three (3) requested actions - Petitioner Linda Dallas re: Repeal the Budget and Finances Law**
Sponsor: Lisa Liggins, Secretary
- Y. **Approve three (3) requested actions - Petitioner Linda Dallas re: Review and discuss General Tribal Council's delegation of power and authority to all entities**
Sponsor: Lisa Liggins, Secretary
- Z. **Approve three (3) requested actions - Petitioner Linda Dallas re: Term limits for 2023**
Sponsor: Lisa Liggins, Secretary
- AA. **Approve three (3) requested actions - Petitioner Linda Dallas re: Transitional Housing**
Sponsor: Lisa Liggins, Secretary
- AB. **Approve three (3) requested actions - Petitioner Linda Dallas re: Void the November 15, 2022, virtual semi-annual General Tribal Council meeting**
Sponsor: Lisa Liggins, Secretary

XI. EXECUTIVE SESSION

A. REPORTS

- 1. **Accept the Chief Counsel report**
Sponsor: Jo Anne House, Chief Counsel
- 2. **Accept the General Manager report (1:30 p.m.)**
Sponsor: Mark W. Powless, General Manager
- 3. **Accept the Intergovernmental Affairs, Communications, and Self-Governance March 2023 report**
Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs
- 4. **Accept the Treasurer's February 2023 report (11:00 a.m.)**
Sponsor: Keith Doxtator, Chief Financial Officer

B. AUDIT COMMITTEE

- 1. **Accept the January 19, 2023, regular Audit Committee meeting minutes**
Sponsor: David P. Jordan, Councilman

C. NEW BUSINESS

1. **Determine next steps regarding Proper Placement in Pay Grade Initiative for BC Direct Reports**
Sponsor: Lisa Liggins, Secretary
2. **Review Gaming General Manager request for unbudgeted purchase (10:30 a.m.)**
Sponsor: Louise Cornelius, Gaming General Manager
3. **Approve the attorney contract amendment #2 - Oneida Law Office - file # 2018-0235**
Sponsor: Jo Anne House, Chief Counsel
4. **Review applications for two (2) vacancies - Oneida Community Library Board**
Sponsor: Lisa Liggins, Secretary
5. **Review applications for two (2) vacancies - Oneida Nation Arts Board**
Sponsor: Lisa Liggins, Secretary
6. **Review applications for two (2) vacancies - Oneida Police Commission**
Sponsor: Lisa Liggins, Secretary
7. **Review applications for four (4) vacancies - Oneida Youth Leadership Institute Board**
Sponsor: Lisa Liggins, Secretary

XII. ADJOURN

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

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

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

Approve the March 8, 2023, regular Business Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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 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, March 08, 2023
BC Conference Room, 2nd floor, Norbert Hill Center

Minutes

Present: Vice-Chairman Brandon Stevens, Secretary Lisa Liggins Council members: Marie Cornelius, Daniel Guzman King, Kirby Metoxen (via Microsoft Teams¹), Jennifer Webster;

Not Present: Chairman Tehassi Hill, Treasurer Tina Danforth, Councilman David P. Jordan;

Arrived at: n/a

Others present: Jo Anne House (via Microsoft Teams), Keith Doxtator, Mark W. Powless, Todd Vandenheuvel (via Microsoft Teams), Katsitsiyo Danforth (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 Leeman, Justin Nishimoto (via Microsoft Teams), RaLinda Ninham-Lamberies (via Microsoft Teams), Tana Aguirre (via Microsoft Teams), James Bittorf (via Microsoft Teams), Bill Gollnick (via Microsoft Teams), Melanie Burkhart (via Microsoft Teams), Lori Hill (via Microsoft Teams), Lisa Rauschenbach (via Microsoft Teams), Tina Jorgensen (via Microsoft Teams), Carolyn Salutz (via Microsoft Teams), Grace Elliott (via Microsoft Teams), Paul Witek (via Microsoft Teams), Michelle Tipple (via Microsoft Teams), Scott Denny (via Microsoft Teams), Gregory Matson (via Microsoft Teams), Ivory Kelly (via Microsoft Teams), Eric Boulanger, Joel Maxam, Brandon Vandehei, Andrew Leitzke, Laura Laitinen-Warren (via Microsoft Teams), Jameson Wilson (via Microsoft Teams), Patricia King (via Microsoft Teams), Debbie Melchert (via Microsoft Teams), Brooke Doxtator (via Microsoft Teams), Shannon Davis (via Microsoft Teams), Carol Silva (via Microsoft Teams), Arlinda Locklear (via Microsoft Teams), Scott Dacey (via Microsoft Teams), Kelli Lake (via Microsoft Teams), Mary Graves (via Microsoft Teams), Nancy Barton, Cathy L. Metoxen, Mike Debraska (via Microsoft Teams), Aliskwet Ellis;

I. CALL TO ORDER

Meeting called to order by Vice-Chairman Brandon Stevens at 8:31 a.m.

For the record: Chairman Tehassi Hill is out on approved travel providing testimony for American Indian/Alaska Native programs in Washington, D.C. Councilman David P. Jordan is out on vacation. Treasurer Tina Danforth is out on leave.

II. OPENING (00:00:37)

Opening provided by Councilman Kirby Metoxen.

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

DRAFT**III. ADOPT THE AGENDA (00:01:06)**

Motion by Marie Cornelius to adopt the agenda with two (2) noted changes [1) under section New Business, add item entitled Accept the report on Impacts of End of COVID-19 Public Health Emergency memorandum dated February 27, 2023, as information; and 2) delete item XII.C.3. Review West Mason Sportsbook staffing levels request and determine next steps], seconded by Lisa Liggins. Motion carried:

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

IV. OATH OF OFFICE**A. Oneida Police Department - Andrew Leitzke (00:02:37)**

Sponsor: Richard Van Boxtel, Chair/Oneida Police Commission

Oath of office administered by Secretary Lisa Liggins. Officer Andrew Leitzke was present.

V. MINUTES**A. Approve the February 22, 2023, regular Business Committee meeting minutes (00:04:36)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to approve the February 22, 2023, regular Business Committee meeting minutes, seconded by Marie Cornelius. Motion carried:

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

B. Approve the February 27, 2023, special Business Committee meeting minutes (00:05:02)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to approve the February 27, 2023, special Business Committee meeting minutes, seconded by Marie Cornelius. Motion carried:

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

DRAFT**VI. RESOLUTIONS****A. Adopt resolution entitled Extension of Declaration of Public Health State of Emergency Until May 11, 2023 (00:05:27)**

Sponsor: Kaylynn Gresham, Director/Emergency Management

Motion by Jennifer Webster to adopt resolution entitled 03-08-23-A Extension of Declaration of Public Health State of Emergency Until May 11, 2023, as amended, seconded by Marie Cornelius. Motion carried:

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

Amendment to the main motion by Lisa Liggins to made two (2) noted changes [1) delete lines 44-47; and 2) at line 44, add, "WHEREAS, the federal Public Health State of Emergency Declaration is set to expire May 11th, 2023, and the Oneida Business Committee recognizes the benefit of extending the Oneida Public Health State of Emergency to match that of the federal Public Health State of Emergency;," seconded by Marie Cornelius. Motion carried:

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

B. Adopt resolution entitled Emergency Amendments to the Election Law for the 2023 General Election (00:14:47)

Sponsor: David P. Jordan, Councilman

Councilwoman Marie Cornelius left at 9:19 a.m.

Motion by Lisa Liggins to adopt resolution entitled 03-08-23-B Emergency Amendments to the Election Law for the 2023 General Election with one (1) noted change [1) delete any reference to the removal of the petition process], seconded by Jennifer Webster. Motion carried:

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

C. Adopt resolution entitled Amendments to the Emergency Management Law (00:48:25)

Sponsor: David P. Jordan, Councilman

Councilwoman Marie Cornelius returned at 9:22 a.m.

Motion by Jennifer Webster to adopt resolution entitled 03-08-23-C Amendments to the Emergency Management Law with one (1) noted change [1) at line 71, add "WHEREAS, no oral or written comments were submitted during the public comment period; and"], seconded by Marie Cornelius. Motion carried:

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

DRAFT**D. Enter the e-poll results into the record regarding the adopted BC resolution 02-23-23-A Oneida Nation Food Processing Technical Assistance Project Grant Application (00:52:34)**

Sponsor: Lisa Liggins, Secretary

Motion by Marie Cornelius to enter the e-poll results into the record regarding the adopted BC resolution 02-23-23-A Oneida Nation Food Processing Technical Assistance Project Grant Application, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

For the record: Councilman Kirby Metoxen stated I just wanted to clarify Nancy's statement, I wasn't able to find where she was talking about 500,000. I didn't see that.

VII. STANDING COMMITTEES**A. COMMUNITY DEVELOPMENT PLANNING COMMITTEE****1. Accept the January 5, 2023, regular Community Development Planning Committee meeting minutes (00:56:42)**

Sponsor: Brandon Stevens, Vice-Chairman

Motion by Jennifer Webster to accept the January 5, 2023, regular Community Development Planning Committee meeting minutes, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

B. LEGISLATIVE OPERATING COMMITTEE**1. Accept the February 15, 2023, regular Legislative Operating Committee meeting minutes (00:57:06)**

Sponsor: David P. Jordan, Councilman

Motion by Marie Cornelius to accept the February 15, 2023, regular Legislative Operating Committee meeting minutes, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

C. QUALITY OF LIFE COMMITTEE**1. Accept the January 19, 2023, regular Quality of Life Committee meeting minutes (00:57:33)**

Sponsor: Marie Cornelius, Councilwoman

Motion by Lisa Liggins to accept the January 19, 2023, regular Quality of Life Committee meeting minutes, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

DRAFT**VIII. STANDING ITEMS****A. ARPA FRF and Tribal Contribution Savings Submissions****1. Review Tribal Member request regarding GWA Food Card Payment for FY-2024 utilizing Tribal Contribution Savings (00:58:43)**

Sponsor: Nancy Barton, Tribal Member

*Councilman Daniel Guzman King left 9:50 a.m.**Councilwoman Marie Cornelius left at 10:03 a.m.**Councilwoman Marie Cornelius returned at 10:05 a.m.**Councilman Daniel Guzman King returned at 10:06 a.m.*

Motion by Jennifer Webster to direct the Tribal Member request regarding GWA Food Payment for FY-2024 utilizing Tribal Contribution Savings be considered with the other quarterly requests at the March 13, 2023, BC work session, seconded by Marie Cornelius. Motion carried:

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

2. Review Tribal Member request regarding the project status for the proposed general rental apartments (02:02:37)

Sponsor: Mary Graves, Tribal Member

*Secretary Lisa Liggins left at 10:33 a.m.**Secretary Lisa Liggins returned at 10:43 a.m.**Councilwoman Jennifer Webster left 10:49 a.m.**Councilwoman Jennifer Webster returned at 10:51 a.m.*

Motion by Lisa Liggins to accept the Tribal Member request regarding the project status for the proposed general rental apartments and to direct the General Manager to bring back a project status report to the April 6, 2023, Community Development Planning Committee meeting, seconded by Marie Cornelius. Motion carried:

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

DRAFT**3. Review Tribal Member request regarding the Student Relief Fund (02:25:30)**

Sponsor: Kelli Lake, Tribal Member

Motion by Lisa Liggins to deny the Tribal Member request regarding the Student Relief Fund, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

Motion by Lisa Liggins to forward discussion regarding funding sources for the students denied funding from the Student Relief Fund be forwarded to the April 18, 2023, BC work session, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

The Oneida Business Committee, by consensus, recessed at 11:28 a.m. to 11:35 a.m.

Meeting called to order by Vice-Chairman Brandon Stevens at 11:37 a.m.

Roll call for the record:

Present: Councilwoman Marie Cornelius; Councilman Daniel Guzman King; Secretary Lisa Liggins; Councilman Kirby Metoxen; Vice-Chairman Brandon Stevens; Councilwoman Jennifer Webster;

Not Present: Treasurer Tina Danforth; Chairman Tehassi Hill; Councilman David P. Jordan;

IX. TRAVEL REQUESTS**A. Approve the travel request - Chairman Tehassi Hill - Midwest Alliance of Sovereign Tribes (MAST) Impact Week of 2023 - Washington, D.C. - March 19-21, 2023 (02:57:48)**

Sponsor: Tehassi Hill, Chairman

Motion by Lisa Liggins to approve the travel request for Chairman Tehassi Hill and up to two additional Business Committee members to attend the Midwest Alliance of Sovereign Tribes (MAST) Impact Week of 2023 in Washington, D.C. - March 19-21, 2023, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

For the record: Councilman Kirby Metoxen stated I just want to remind that I will be on vacation March 17-24. I leave on that Friday, and I will be gone the following week. I will be on vacation. Thank you.

DRAFT

- B. Approve the travel request - Secretary Lisa Liggins - Emerging Trends in Tribal Enrollment - Albuquerque, NM - April 24-27, 2023 (03:00:34)**
Sponsor: Lisa Liggins, Secretary

Motion by Marie Cornelius to approve the travel request for Secretary Lisa Liggins and up to two additional Business Committee members to attend the Emerging Trends in Tribal Enrollment in Albuquerque, NM - April 24-27, 2023, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

- C. Approve the travel request - Councilwoman Jennifer Webster - Progress Act Negotiated Rulemaking Committee - Washington, D.C. - March 26-31, 2023 (03:04:16)**
Sponsor: Jennifer Webster, Councilwoman

Motion by Marie Cornelius to approve the travel request for Councilwoman Jennifer Webster to attend the Progress Act Negotiated Rulemaking Committee in Washington, D.C. - March 26-31, 2023, seconded by Lisa Liggins. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

X. NEW BUSINESS

- A. Accept the notice of the Rule of Play: Four Card Poker approved by the Oneida Gaming Commission on February 24, 2023 (03:05:28)**
Sponsor: Mark A. Powless, 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 February 24, 2023, 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, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

- B. Accept the report on Impacts of End of COVID-19 Public Health Emergency memorandum dated February 27, 2023, as information (03:07:31)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the report on Impacts of End of COVID-19 Public Health Emergency memorandum dated February 27, 2023, as information, seconded by Jennifer Webster. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

DRAFT**XI. GENERAL TRIBAL COUNCIL****A. Approve two (2) actions regarding the 2023 reconvened annual General Tribal Council meeting (03:09:07)**

Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to schedule the 2023 reconvened annual General Tribal Council meeting on April 10, 2023, at 6:00 p.m., seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

Motion by Jennifer Webster to approve the notice and mailer for the reconvened 2023 annual General Tribal Council meeting, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

The Oneida Business Committee, by consensus, recessed for lunch from 11:53 a.m. to 1:30 p.m.

Meeting called to order by Vice-Chairman Brandon Stevens at 1:33 p.m.

Roll call for the record:

Present: Councilwoman Marie Cornelius; Councilman Daniel Guzman King; Secretary Lisa Liggins; Councilman Kirby Metoxen; Vice-Chairman Brandon Stevens; Councilwoman Jennifer Webster;

Not Present: Treasurer Tina Danforth; Chairman Tehassi Hill; Councilman David P. Jordan;

DRAFT**XII. EXECUTIVE SESSION (03:14:36)**

Motion by Lisa Liggins to go into executive session at 1:33 p.m., seconded by Marie Cornelius. Motion carried:

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

Motion by Marie Cornelius to come out of executive session at 3:59 p.m., seconded by Jennifer Webster. Motion carried:

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

A. REPORTS**1. Accept the Chief Counsel report (03:15:30)**

Sponsor: Jo Anne House, Chief Counsel

Motion by Lisa Liggins to accept the Chief Counsel report; to authorize Chairman Tehassi Hill and Vice-Chairman Brandon Stevens as witnesses for deposition in the Oneida Nation versus the Oneida Indian Nation trademark dispute; to direct the Law Office to communicate with legal counsel for the Oneida Indian Nation regarding the possibility of settlement in the trademark dispute; and to approve a limited waiver of sovereign immunity in the Land Use License Template file # 2023-0183, for the Duck Creek Trail driveway access, seconded by Marie Cornelius. Motion carried:

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

2. Accept the General Manager report (03:16:29)

Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to accept the General Manager report, seconded by Marie Cornelius. Motion carried:

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

B. AUDIT COMMITTEE**1. Accept the Blackjack Rules of Play compliance audit and lift the confidentiality requirement (03:16:47)**

Sponsor: David P. Jordan, Councilman

Motion by Lisa Liggins to accept the Blackjack Rules of Play compliance audit and lift the confidentiality requirement, seconded by Marie Cornelius. Motion carried:

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

DRAFT**2. Accept the Four Card Poker Rules of Play compliance audit and lift the confidentiality requirement (03:17:06)**

Sponsor: David P. Jordan, Councilman

Motion by Lisa Liggins to accept the Four Card Poker Rules of Play compliance audit and lift the confidentiality requirement, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

3. Accept the Player Tracking compliance audit and lift the confidentiality requirement (03:17:23)

Sponsor: David P. Jordan, Councilman

Motion by Lisa Liggins to accept the Player Tracking compliance audit and lift the confidentiality requirement, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

4. Accept the Three Card Poker Rules of Play compliance audit and lift the confidentiality requirement (03:17:39)

Sponsor: David P. Jordan, Councilman

Motion by Lisa Liggins to accept the Three Card Poker Rules of Play compliance audit and lift the confidentiality requirement, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

C. NEW BUSINESS**1. Accept PACE LLP update (03:17:56)**

Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

Motion by Lisa Liggins to accept PACE LLP update and approve objective option #2 in the memorandum dated March 3, 2023, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

DRAFT

2. Approve sixty-three (63) new enrollments and one (1) relinquishment (03:18:16)

Sponsor: Jennifer Hill-Kelley, Chair/Oneida Trust Enrollment Committee

Motion by Lisa Liggins to approve sixty-three (63) new enrollments and one (1) relinquishment, seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

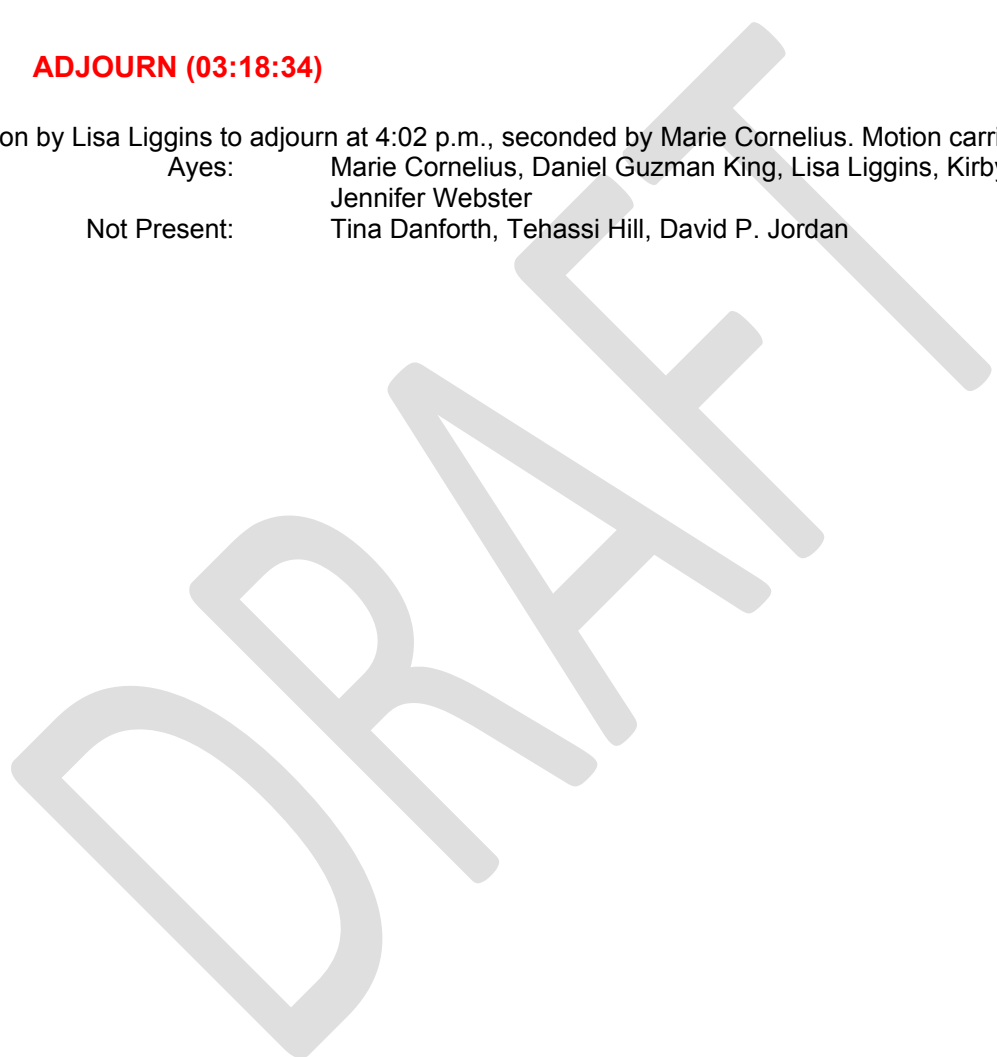
Not Present: Tina Danforth, Tehassi Hill, David P. Jordan

XIII. ADJOURN (03:18:34)

Motion by Lisa Liggins to adjourn at 4:02 p.m., seconded by Marie Cornelius. Motion carried:

Ayes: Marie Cornelius, Daniel Guzman King, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Tehassi Hill, David P. Jordan



Minutes prepared by Aliskwet Ellis, Senior Information Management Specialist.
Minutes approved as presented on _____.

Lisa Liggins, Secretary
ONEIDA BUSINESS COMMITTEE

Adopt resolution entitled Bureau of Indian Affairs Grant Application

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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 support and submit \$25K Grant Assistance Grant application.

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:

- 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 Digitally signed by Mark W. Powless
Date: 2023.03.13 09:52:19 -05'00'

Authorized Sponsor: Tina Jorgensen, Governmental Services Director

Primary Requestor: Delia Smith, Economic Support Director

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

**MEMORANDUM:**

To: Oneida Business Committee

From: Delia Smith, Community Resource and Economic Support Director

Date: March 10, 2023

Subject: Oneida Economic Support -BIA 477 Resolution

Economic Support is submitting an application to the Bureau of Indian Affairs for 477. The area is requesting a Tribal Resolution to submit with the BIA 477 startup funding application. The BIA funding of \$25,000 would allow for adequate financial support for additional training, preparation, and contracting costs needed to complete the application process. Applying for the funds does not obligate the Nation to a commitment to the 477 design or implementation.

If awarded the funds we plan to use the financial support for-

- Training related costs
- Travel to tour other successful tribal 477 program
- Potential contracted services if there is a need.
- Pay for administrative time developing the plan

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # Leave this line blank Bureau of Indian Affairs Grant Application

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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 is to protect, maintain and improve the standard of living and the environment in which the Oneida people live; and

WHEREAS, the Oneida Economic Support Department was established and whose mission is *“with respect and encouragement, we provide essential services and resources focusing on self-sufficiency”*; and

WHEREAS, the Economic Support Department provides services such as Temporary Assistance to Needy Families (TANF), Child Care, General Assistance (GA), Income Maintenance, Native Employment Works (NEW), Community Support Fund, Emergency Food and Shelter Community Services, WI Home Energy Assistance, and Job Center WIOA; and

WHEREAS, the Economic Support Department will apply for start-up funds to assist with writing a new 477 program plan. This would be beneficial as it would allow the Economic Support Department the ability to combine six current programs into one business unit thus following one program plan; and

NOW THEREFORE BE IT RESOLVED, the Oneida Nation authorizes and supports the submission of a grant application to the U.S. Department of Interior/Bureau of Indian Affairs – Office of Indian Services, Division of Workforce Development in the amount of \$25,000.

Adopt resolution entitled Nourishing Our Communities - The White Corn Project Grant Application

Business Committee Agenda Request

1. **Meeting Date Requested:** 03/22/23

2. **Session:**

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Resolution request

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

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: Cannery

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

Mark W. Powless, General Manager

Vanessa Miller, Agriculture Area Manager

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 checked="" type="checkbox"/> Other: Memo | | |

7. Budget Information:

- | | |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input checked="" 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: Vanessa Miller, Agriculture Area Manager

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



Date: March 15, 2023

To: BC Agenda Request

From: Donald Miller, Grants Office

Re: Resolution - "Nourishing Our Communities-The White Corn Project "

Good day,

The purpose of this project is to increase the amount of white corn being grown and consumed by the Oneida community. The project would increase the amount of white corn being grown by buying a significant amount of corn from area producers. It would then process that corn into various value-added products. To increase consumption and to spur local demand for white corn the products created from the corn purchased with this grant would be distributed free of charge to tribal members and programs.

This is a 3-year grant request for \$377,194 that requires a 20% in kind match that would be \$31,432.83 annually.

Thank you

If there are further questions, please contact:

Don Miller
920-496-7329
Dmiller1@oneidanation.org

GRANT PROPOSAL AUTHORIZATION FORM

ONEIDA GRANTS OFFICE

PH: (920) 496-7330 FAX: (920) 496-7494

Form instructions: Fill in all information requested. To enter data in the grey areas; a drop down called "form field option" box will appear. In the "items drop-down list" click on which one you want; then click on the "up" arrow move it to the top and click on ok. In the reporting area: Double click on the box you want to put an "x" in. A "check box form field" box will appear, in "under default value" click on "checked" then ok.

PROGRAM INFORMATION

Department: Cannery	Division/Non-Division: Env/Hlth/Saf/Land & Ag	
Program: White Corn Production	Program Accountant: Cindy Seelye	
Person Responsible for proposal development: Vanessa Miller		Phone: (920) 869-4553
Person Responsible for grant administration: Nicole Rommel		Phone: (920) 869-4590
Project Title: Sustaining the Oneida Community – The White Corn Project		

GRANT INFORMATION

Name of Funding Source: Administration for Native Americans		Type (pick one): Federal
Title of Grant: Social and Economic Development Strategies		CFDA No: 93.612
Application Deadline: March 31, 2023		Maximum Grant Amount: \$400,000.00
Project Period (dates): 9/30/23 – 9/29/26	Budget Period (dates): 9/30/23 – 9/29/24 9/30/24 – 9/29/25 9/30/25 – 9/29/26	Type of Project (pick one): New
Maximum Match Requested (% or \$): 20%		Match Type (pick one): In-Kind
Is a Tribal resolution required? If yes, please notify Grants Office immediately. No		

Will this grant create a: New position No Committee No Commission No Board No

If Yes to new position has HRD been informed? No

If Yes to any of above, has MIS been informed for computer needs? No

If Yes to any of above, has Facilities Management been informed for space needs? No

Will this grant fund an existing position? No Name of Position(s):

If YES, attach draft job description for all grant funded positions.

PLEASE NOTE: Position/employee will be phased out when grant funding ends.

Project Proposal Summary (must answer all these questions): The purpose, benefit(s), where is the match coming from, are there any other programs collaborating, travel justification, position justification, or pertinent information: The purpose of this grant is to expand the capability of the Tribal community to produce, process and sell traditional white corn and white corn products. The grant will require the Oneida cannery to process white corn for distribution and consumption. The grant will support the Tribes efforts to establish food sovereignty. The grant will require a match that will be met with in-kind services and will not affect Tribal contribution.

List any capital expenditures (cap ex), technology expenses & CIP purchases (NOTE: Must follow the appropriate Cap ex, CIP or Technology SOP for each purchase request.): NONE

Vendors: Verified that Vendors contracted with are NOT suspended/debarred: Yes [] No [] NA []

Reporting: Quarterly [] Semi-Annually X Yearly [] Narrative [] Financial []

SIGNATURES

Your signature authorizes the person responsible for proposal development to work with the Grants Office when applying for funding and acknowledges your responsibility to successfully administer all requirements of this grant throughout the project period and budget period.

Vanessa Miller Digitally signed by Vanessa Miller Date: 2023.01.27 12:00:11 -06'00'

1. Supervisor Signature Date

SIGNATURE VERIFIES & APPROVES ANY MATCH

Nicole Rommel Digitally signed by Nicole Rommel Date: 2023.01.27 13:24:24 -06'00'

2. Division/Non-Division Director Signature Date

SIGNATURE APPROVES GRANT PROJECT & ANY MATCH

Donald M Miller Digitally signed by Donald M Miller Date: 2023.01.27 14:03:36 -06'00'

3. Grants Office Signature Date

FINAL SIGNATURE PRIOR TO OBTAINING OBC SIGNATURES

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

**BC Resolution # Leave this line blank
Nourishing Our Communities - The White Corn Project**

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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 is committed to the establishment of Tribal Sovereign immunity related to control of the Nation’s food systems; and

WHEREAS, the Oneida Nation is likewise committed to supporting the ability of Oneida and other traditional agricultural producers to establish their economic independence and success; and

WHEREAS, the growth and consumption of traditional foods, such as Oneida White corn, is both spiritually and physical nourishing to the community; and

WHEREAS, Oneida Community Integrated Food Systems (OCIFS) has been tasked by the Oneida Nation to promote nutrition and food-based education and to provide nutritious food to the community through its various programs; and

NOW THEREFORE BE IT RESOLVED, that the Oneida Business Committee on behalf of the Oneida Nation supports and authorizes Oneida Community Integrated Food Systems department to apply for the 2023 Administration for Native Americans, Social and Economic Development Strategies grant in the amount of \$377,194 to support the above-named project.

BE IT FINALLY RESOLVED, that the Oneida Business Committee consents to the 20% in-kind match required by this grant in the amount of \$94,298.50 to be paid as \$31,432.83 in-kind annually for 3 years.

PLEASE NOTE:

1. DO NOT include the Certification. The Certification includes the voting record and Secretary signature line and will be added after the adoption of the resolution.
2. If resolution runs to 2 or more pages, make sure to update the header with the TITLE

Adopt resolution entitled Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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, Extension of the Emergency Adoption of the Oneida Life Insurance Plan 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 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. 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 *DJ*
 DATE: March 22, 2023
 RE: Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law

Please find the following attached backup documentation for your consideration of the extension of the emergency adoption of the Oneida Life Insurance Plan law:

1. Resolution: Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law
2. Statement of Effect: Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law
3. Oneida Life Insurance Plan Law

Overview

The Oneida Life Insurance Plan law (the “Law”) was adopted by the Oneida Business Committee on an emergency basis on September 28, 2022, through the adoption of resolution BC-09-28-22-C. This Law establishes the Oneida Life Insurance Plan as an approved program of the Nation to provide a death benefit through the Oneida Life Insurance Plan for all eligible enrolled Oneida Nation members, pursuant to the Oneida General Welfare law. [10 O.C. 1004.1-1]. The Law:

- Establishes the Oneida Life Insurance Plan as an approved program of the Nation in accordance with the Oneida General Welfare law. [10 O.C. 1004.4-1];
- Provides how this program qualifies for general welfare exclusion. [10 O.C. 1004.4-2];
- Provides that all members of the Nation shall qualify for benefits from the Oneida Life Insurance Plan to be used for funeral expenses first, with any residual benefits distributed to a designated beneficiary. [10 O.C. 1004.5-1];
- Requires that a member of the Nation complete the Oneida Trust Enrollment Committee approved beneficiary designation form and submit it to the Oneida Trust Enrollment Committee, either online or in person at the Oneida Trust Enrollment Office, prior to their death in order to secure benefits from the Oneida Life Insurance Plan for their beneficiary. [10 O.C. 1004.5-2];
- Provides that funeral expenses shall be paid directly to the funeral home upon submission of a valid invoice, up to the limit of the Oneida Life Insurance Plan benefits, even if a designated beneficiary has not been designated – but the Oneida Life Insurance Plan residual benefits shall not be paid or claimed if the decedent did not designate a living beneficiary though the beneficiary designation form. [10 O.C. 1004.5-2(b), 1004.5-2(e)];
- Allows for a one hundred eighty (180) day grace period after the effective date of this law, where section 1004.5-2 shall not be enforced to permit members of the Nation to complete and submit the required beneficiary forms. [10 O.C. 1004.5-2(c)];

- Requires that the Oneida Trust Enrollment Department be notified within one (1) year of the member of the Nation's death in order to distribute the Oneida Life Insurance Plan benefits to the beneficiary. [10 O.C. 1004.5-3];
- Provides that the Trust Enrollment Department is the department that has the responsibilities to oversee and administer the Oneida Life Insurance Plan. [10 O.C. 1004.5-4];
- Provides rules related to the determination of death and status. [10 O.C. 1004.6-1];
- Prohibits a designated beneficiary who criminally and intentionally causes the death of the decedent from being entitled to any benefits passing under this law. [10 O.C. 1004.6-2];
- Provides how the Oneida Life Insurance Plan benefits shall be distributed. [10 O.C. 1004.6-3];
- Provide that the Oneida Life Insurance Plan shall be contingent on funding through the Nation's annual budget. [10 O.C. 1004.7-1].

The emergency adoption of this Law will expire on March 28, 2023. The Legislative Operating Committee is now seeking an extension of the emergency adoption of this Law.

The Oneida Business Committee is delegated the authority to temporarily enact emergency legislation when legislation is necessary for the immediate preservation of the public health, safety, or general welfare of the Reservation population, and the adoption 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 this Law was necessary, and continues to be necessary, for the preservation of the general welfare of the Reservation population. The emergency adoption of this Law ensured that the Oneida Trust Enrollment Department can commence the in-house management and oversight of the Oneida Life Insurance Plan immediately after the Epic contract terminated on September 30, 2022, in order to provide a smooth transition and uninterrupted service to the members of the Nation participating in the Oneida Life Insurance Plan and the beneficiaries that will emerge in the next fiscal year and beyond.

Additionally, observance of the requirements under the Legislative Procedures Act for the adoption of this Law was, and continues to be, contrary to public interest. The Epic contract for the management of OLIPP terminated on September 30, 2022, and the process and requirements of the Legislative Procedures Act could not be completed in time to ensure that the Law can be adopted to address the management and oversight of the Oneida Life Insurance Plan by the Oneida Trust Enrollment Department prior to the termination date.

The Legislative Procedures Act allows the Oneida Business Committee to extend emergency amendments for a six (6) month time period. [1 O.C. 109.9-5(b)]. A six (6) month extension of the emergency amendments to the Law is being requested to provide additional time for the Legislative Operating Committee to finalize the development of the Law to be presented to the Oneida Business Committee for permanent adoption.

The extension of the emergency amendments to the Law will become effective on March 28, 2023, when the Law as adopted through BC-09-28-22-C expires and will remain in effect for an additional six (6) month term which will end on September 28, 2023.

Requested Action

Approve the Resolution: Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law

- 1 **WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe
- 2 recognized by the laws of the United States of America; and
- 3
- 4 **WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- 5
- 6 **WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1,
- 7 of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- 8
- 9 **WHEREAS,** the Oneida Life Insurance Plan law (“the Law”) was adopted by the Oneida Business
- 10 Committee on an emergency basis on September 28, 2022, through the adoption of
- 11 resolution BC-09-28-22-C; and
- 12
- 13 **WHEREAS,** the Law establishes the Oneida Life Insurance Plan (OLIPP) as an approved program of
- 14 the Nation to govern how the Nation provides fifteen thousand dollars (\$15,000) of financial
- 15 assistance to eligible members of the Nation to pay for funeral expenses, with any residual
- 16 benefit amounts paid thereafter to the designated beneficiary; and
- 17
- 18 **WHEREAS,** the Legislative Procedures Act authorizes the Oneida Business Committee to enact
- 19 legislation on an emergency basis when legislation is necessary for the immediate
- 20 preservation of the public health, safety, or general welfare of the Reservation population,
- 21 and the adoption of the legislation is required sooner than would be possible under the
- 22 Legislative Procedures Act; and
- 23
- 24 **WHEREAS,** the emergency adoption of this Law was, and continues to be, necessary for the
- 25 preservation of the general welfare of the Reservation population, as the Law shall ensures
- 26 that the Oneida Trust Enrollment Department can continue the in-house management and
- 27 oversight of the Oneida Life Insurance Plan now that the Epic contract terminated on
- 28 September 30, 2022, in order to provide a smooth transition and uninterrupted service to
- 29 the members of the Nation participating in the Oneida Life Insurance Plan and the
- 30 beneficiaries that will emerge in the next fiscal year and beyond; and
- 31
- 32 **WHEREAS,** observance of the requirements under the Legislative Procedures Act for adoption of this
- 33 Law was, and continues to be, contrary to public interest since the Epic contract for the
- 34 management of OLIPP terminated on September 30, 2022, and the process and
- 35 requirements of the Legislative Procedures Act cannot be completed in time to ensure that
- 36 the Law can be adopted to address the management and oversight of the Oneida Life
- 37 Insurance Plan by the Oneida Trust Enrollment Department prior to the termination date.;
- 38 and
- 39
- 40 **WHEREAS,** emergency adoption of legislation is effective for a period of six (6) months, renewable by
- 41 the Oneida Business Committee for an additional six (6) month term; and
- 42
- 43 **WHEREAS,** the emergency adoption of this Law will expire on March 28, 2023; and
- 44

45 **WHEREAS,** a six (6) month extension of the emergency adoption of this Law is being requested to allow
46 for the Law to remain in effect while the Legislative Operating Committee finalizes the
47 development of the Law to be presented to the Oneida Business Committee for permanent
48 adoption; and
49

50 **NOW THEREFORE BE IT RESOLVED,** that the emergency adoption of the Oneida Life Insurance Plan
51 law is hereby extended for an additional six (6) month period effective March 28, 2023, and shall expire on
52 September 28, 2023.



Statement of Effect

Extension of the Emergency Adoption of the Oneida Life Insurance Plan Law

Summary

This resolution extends the emergency adoption of the Oneida Life Insurance Plan law for an additional six (6) month period.

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

Date: March 10, 2023

Analysis by the Legislative Reference Office

This resolution extends the emergency adoption of the Oneida Life Insurance Plan law (“the Law”) for an additional six (6) month period. On September 28, 2022, the Oneida Business Committee adopted the Law on an emergency basis, through the adoption of resolution BC-09-28-22-C, for the purpose of establishing the Oneida Life Insurance Plan (OLIP) which provides a death benefit of fifteen thousand dollars (\$15,000) to all eligible enrolled Oneida Nation members, pursuant to the Oneida General Welfare law. [10 O.C. 1004.1-1]. The Law:

- Establishes the Oneida Life Insurance Plan as an approved program of the Nation in accordance with the Oneida General Welfare law. [10 O.C. 1004.4-1];
- Provides how this program qualifies for general welfare exclusion. [10 O.C. 1004.4-2];
- Provides that all members of the Nation shall qualify for benefits from the Oneida Life Insurance Plan to be used for funeral expenses first, with any residual benefits distributed to a designated beneficiary. [10 O.C. 1004.5-1];
- Requires that a member of the Nation complete the Oneida Trust Enrollment Committee approved beneficiary designation form and submit it to the Oneida Trust Enrollment Committee, either online or in person at the Oneida Trust Enrollment Office, prior to their death in order to secure benefits from the Oneida Life Insurance Plan for their beneficiary. [10 O.C. 1004.5-2];
- Provides that funeral expenses shall be paid directly to the funeral home upon submission of a valid invoice, up to the limit of the Oneida Life Insurance Plan benefits, even if a designated beneficiary has not been designated – but the Oneida Life Insurance Plan residual benefits shall not be paid or claimed if the decedent did not designate a living beneficiary though the beneficiary designation form. [10 O.C. 1004.5-2(b), 1004.5-2(e)];
- Allows for a one hundred eighty (180) day grace period after the effective date of this law, where section 1004.5-2 shall not be enforced to permit members of the Nation to complete and submit the required beneficiary forms. [10 O.C. 1004.5-2(c)];
- Requires that the Oneida Trust Enrollment Department be notified within one (1) year of the member of the Nation’s death in order to distribute the Oneida Life Insurance Plan benefits to the beneficiary. [10 O.C. 1004.5-3];
- Provides that the Trust Enrollment Department is the department that has the responsibilities to oversee and administer the Oneida Life Insurance Plan. [10 O.C. 1004.5-4];

- Provides rules related to the determination of death and status. [10 O.C. 1004.6-1];
- Prohibits a designated beneficiary who criminally and intentionally causes the death of the decedent from being entitled to any benefits passing under this law. [10 O.C. 1004.6-2];
- Provides how the Oneida Life Insurance Plan benefits shall be distributed. [10 O.C. 1004.6-3];
- Provides that the Oneida Life Insurance Plan shall be contingent on funding through the Nation's annual budget. [10 O.C. 1004.7-1].

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), 109.9-5(a)]. Emergency legislation takes effect immediately upon adoption by the Oneida Business Committee and remains effective for a six (6) month period of time. [1 O.C. 109.9-5(b)]. The LPA provides the possibility to extend emergency legislation for an additional six (6) months, or until the emergency amendments expire or are permanently adopted. [1 O.C. 109.9-5(b)].

The resolution provides that the emergency adoption of this Law was, and continues to be, necessary for the preservation of the general welfare of the Reservation population. The emergency adoption of this Law ensures that the Oneida Trust Enrollment Department can continue the in-house management and oversight of the Oneida Life Insurance Plan since the Epic contract terminated on September 30, 2022, in order to provide a smooth transition and uninterrupted service to the members of the Nation participating in the Oneida Life Insurance Plan and the beneficiaries that will emerge in the next fiscal year and beyond.

Additionally, observance of the requirements under the Legislative Procedures Act for the adoption of this Law was, and continues to be, contrary to public interest. The Epic contract for the management of OLIPP terminated on September 30, 2022, and the process and requirements of the Legislative Procedures Act could not be completed in time to ensure that the Law can be adopted to address the management and oversight of the Oneida Life Insurance Plan by the Oneida Trust Enrollment Department prior to the termination date.

The extension of the emergency adoption of the Law will become effective on March 28, 2023, when the emergency adoption of this Law as adopted through BC-09-28-22-C expires and will remain in effect for an additional six (6) month term which will end on September 28, 2023.

Conclusion

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

Adopted on an Emergency Basis through BC-09-28-22-C
OBC Consideration of Emergency Extension

Title 10. General Welfare Exclusion - Chapter 1004
ONEIDA LIFE INSURANCE PLAN

1004.1. Purpose and Policy

1004.2. Adoption, Amendment, Repeal

1004.3. Definitions

1004.4. Establishment

1004.5. Qualifications, Designation of Beneficiary, and Notice

1004.6. Beneficiary Claim Process and Distribution

1004.7. Funding

1 **1004.1. Purpose and Policy**

2 1004.1-1. *Purpose.* The purpose of this law is to provide a death benefit through the Oneida Life
3 Insurance Plan (OLIPP) for all eligible enrolled Oneida Nation members, pursuant to the Oneida
4 General Welfare law.

5 (a) The General Tribal Council, through resolution GTC-01-17-09-B, approved the
6 concept of the Oneida Life Insurance Plan Plus to replace the Oneida Burial Fund. The
7 General Tribal Council directed implementation of a benefit that pays fifteen thousand
8 dollars (\$15,000) to the designated beneficiary or beneficiaries of the deceased Oneida
9 Nation member. The payment of death benefits through OLIPP to designated beneficiaries
10 of a deceased Oneida Nation member is an exercise of self-governance crucial to the
11 Oneida Nation's sovereignty, and health and welfare of the community.

12 1004.1-2. *Policy.* It is the policy of the Nation to care for its members and their families even
13 after their death. The Nation seeks to internalize the Oneida Life Insurance Plan process to ensure
14 equitable and expedient distribution to designated beneficiaries.

15

16 **1004.2. Adoption, Amendment, Repeal**

17 1004.2-1. This law was adopted by the Oneida Business Committee on an emergency basis by
18 resolution BC-09-28-22-C.

19 1004.2-2. This law may be amended or repealed by the Oneida Business Committee or the General
20 Tribal Council pursuant to the procedures set out in the Legislative Procedures Act.

21 1004.2-3. Should a provision of this law or the application thereof to any person or circumstances
22 be held as invalid, such invalidity shall not affect other provisions of this law which are considered
23 to have legal force without the invalid portions.

24 1004.2-4. In the event of a conflict between a provision of this law and a provision of another law,
25 the provisions of this law shall control.

26 1004.2-5. This law is adopted under authority of the Constitution of the Oneida Nation.

27

28 **1004.3. Definitions**

29 1004.3-1. This section shall govern the definitions of words and phrases used within this law. All
30 words not defined herein shall be used in their ordinary and everyday sense.

31 (a) "Approved program" means any program(s) to provide general welfare assistance that
32 is intended to qualify as a General Welfare Exclusion, administered under specific
33 guidelines, and is adopted by the Oneida Business Committee through resolution or law of
34 the Nation in accordance with the Oneida General Welfare law.

35 (b) "Benefit" means the fifteen thousand dollars provided (\$15,000) to pay for funeral
36 expenses of an enrolled member of the Nation, with any residual amounts paid thereafter
37 to the designated beneficiary.

38 (c) "Decedent" means the deceased person.

39 (d) "Designated Beneficiary" means any person(s) designated by the enrolled member of
40 the Nation, through the approved beneficiary designation form, to receive all or a portion
41 of the decedent's Oneida Life Insurance Plan benefit.

42 (e) “Funeral Expenses” means the cost of the funeral of the decedent accrued and invoiced
 43 by the funeral home including, but not limited to, the following:

- 44 (1) funeral planning;
- 45 (2) securing the necessary permits and copies of death certificates;
- 46 (3) preparing the notices;
- 47 (4) sheltering the remains;
- 48 (5) coordinating the arrangements with the cemetery, crematory or other third
 49 parties;
- 50 (6) transporting the remains;
- 51 (7) embalming and other preparation;
- 52 (8) use of the funeral home for the viewing, ceremony or memorial service;
- 53 (9) use of equipment and staff for a graveside service;
- 54 (10) use of a hearse or limousine;
- 55 (11) a casket, outer burial container or alternate container; and
- 56 (12) cremation or interment.

57 (f) “Nation” means the Oneida Nation.
 58

59 **1004.4. Establishment**

60 1004.4-1. *Establishment.* The Oneida Life Insurance Plan is hereby established as an approved
 61 program of the Nation in accordance with the Oneida General Welfare law. The purpose of the
 62 Oneida Life Insurance Plan is to provide fifteen thousand dollars (\$15,000) of financial assistance
 63 to eligible members of the Nation to pay for funeral expenses, with any residual benefit amounts
 64 paid thereafter to the designated beneficiary.

65 1004.4-2. *General Welfare Exclusion.* The Oneida Life Insurance Plan meets the requirements of
 66 the General Test as defined in the Oneida General Welfare law; General Criteria as defined in
 67 I.R.S. Rev. Proc. 2014-35. Section 5.01(1); and the requirements of the Tribal General Welfare
 68 Exclusion Act of 2014, 26 U.S.C. §139E(b).

69 (a) The assistance provided through the Oneida Life Insurance Plan is:

- 70 (1) paid on behalf of the Nation;
- 71 (2) pursuant to an approved program of the Nation;
- 72 (3) does not discriminate in favor of members of the governing body of the Nation;
- 73 (4) available to any eligible member of the Nation who meets the guidelines of the
 74 approved program;
- 75 (5) provided for the promotion of general welfare;
- 76 (6) not lavish or extravagant;
- 77 (7) not compensation for services; and
- 78 (8) not a per capita payment.

79 (b) . I.R.S. Rev. Proc. 2014-35, section 5.02(2)(e)(iv) lists funeral, burial, and expenses
 80 related to a death as Safe Harbor program for which need is presumed.
 81

82 **1004.5. Qualifications, Designation of Beneficiary, and Notice**

83 1004.5-1. *Eligibility.* All members of the Nation shall qualify for benefits from the Oneida Life
 84 Insurance Plan to be used for funeral expenses first, with any residual benefits distributed to a
 85 designated beneficiary.

86 (a) Newly enrolled members of the Nation shall be covered the date their enrollment
 87 application is approved by Oneida Trust Enrollment Committee and Oneida Business

88 Committee.

89 (b) Members of the Nation that have relinquished their membership shall not be covered
90 from the date their relinquishment request is approved by the Oneida Trust Enrollment
91 Committee and Oneida Business Committee.

92 1004.5-2. *Designation of Beneficiary.* A member of the Nation shall complete the Oneida Trust
93 Enrollment Committee approved beneficiary designation form and submit it to the Oneida Trust
94 Enrollment Committee, either online or in person at the Oneida Trust Enrollment Office, prior to
95 their death in order to secure benefits from the Oneida Life Insurance Plan for their beneficiary.

96 (a) Any Oneida Life Insurance Plan beneficiary designation forms submitted prior to the
97 effective date of this law shall remain valid.

98 (b) Oneida Life Insurance Plan residual benefits shall not be paid or claimed if the decedent
99 did not designate a living beneficiary though the beneficiary designation form.

100 (c) This section shall not be enforced during the initial one hundred and eighty (180) days
101 after the effective date of this law, thereby creating a one hundred eighty (180) day grace
102 period to permit members of the Nation to complete and submit designated beneficiary
103 forms.

104 (d) A parent or legal guardian may complete and submit a beneficiary designation form
105 on behalf of their minor child or ward.

106 (e) Funeral expenses shall be paid directly to the funeral home upon submission of a valid
107 invoice, up to the limit of the Oneida Life Insurance Plan benefits, even if a designated
108 beneficiary has not been designated.

109 1004.5-3. *Notice of Death.* The Oneida Trust Enrollment Department shall be notified within one
110 (1) year of the member of the Nation's death in order to distribute the Oneida Life Insurance Plan
111 benefits to the beneficiary. Oneida Life Insurance Plan claims made beyond the first anniversary
112 of the decedent's death shall not be processed for distribution.

113 1004.5-4. *Oversight.* The Trust Enrollment Department shall be delegated the oversight and
114 management of the Oneida Life Insurance Plan.

115

116 **1004.6. Beneficiary Claim Process and Distribution**

117 1004.6-1. *Evidence as to Passing or Status.* In proceedings under this law, the following rules
118 relating to determination of death and status are applicable:

119 (a) A certified or authenticated copy of a death certificate purporting to be issued by an
120 official or agency of the place where the death purportedly occurred is prima facie proof
121 of the fact, place, date and time of death, and the identity of the decedent;

122 (b) A certified or authenticated copy of any record or report of a governmental agency,
123 domestic or foreign, of a decedent's death; and

124 (c) A person who is absent for a continuous period of seven (7) years, during which they
125 have not been heard from, and whose absence is not satisfactorily explained after diligent
126 search or inquiry is presumed to be dead. Their death is presumed to have occurred at the
127 end of the period unless there is sufficient evidence for determining that death occurred
128 earlier.

129 1002.6-2. *Effect of Homicide on Beneficiary Designation.* A designated beneficiary who
130 criminally and intentionally causes the death of the decedent shall not be entitled to any benefits
131 passing under this law.

132 1002.6-3. *Distribution.* Oneida Life Insurance Plan benefits shall be distributed in the following
133 order:

134 (a) Funeral expenses shall be paid to the funeral home pursuant to receipt of a valid
135 invoice therefrom;

136 (b) Residual benefits shall be paid to the designated beneficiary;

137 (c) Residual benefits shall escheat to the Nation if the decedent did not designate a
138 beneficiary for the Oneida Life Insurance Plan benefits in accordance with this law.

139

140 **1004.7. Funding**

141 1004.7-1. *Funding Source.* The Oneida Life Insurance Plan shall be contingent on funding
142 through the Nation’s annual budget.

143

144 *End.*

~~145~~

147 Emergency Adopted – BC-09-28-22-C

148 Emergency Extension – BC-__-__-__-__

Determine next steps regarding two (2) vacancies - Oneida Community Library Board

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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: March 10, 2023

RE: Appointment(s) – Oneida Community Library Board

Background

Two (2) vacancies have been posted for the Oneida Community Library Board. The vacancies are for the terms ending March 31, 2024, and March 31, 2026.

One (1) vacancy has been posted since October 26, 2021, and one (1) vacancy has been posted since January 30, 2023. The latest application deadline was March 3, 2023, and two (2) application(s) were received for the following applicant(s):

- Kathleen Cornelius
- Bridget John

Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending March 31, 2024, and March 31, 2026, 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 two (2) vacancies - Oneida Nation Arts Board

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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: March 10, 2023

RE: Appointment(s) – Oneida Nation Arts Board

Background

Two (2) vacancies were posted for the Oneida Nation Arts Board. The vacancies are to complete terms ending March 31, 2026.

The vacancy has been posted since January 30, 2023. The latest application deadline was March 3, 2023, and Three (3) application(s) were received for the following applicant(s):

- Kent Hutchison
- Kelli Strickland
- Russell Metoxen Jr.

Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending March 31, 2026, 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 two (2) vacancies - Oneida Police Commission

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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: March 10, 2023

RE: Appointment(s) – Oneida Police Commission

Background

Two (2) vacancies have been posted for the Oneida Police Commission. The vacancies are for the term ending July 31, 2024, and July 31, 2025.

The vacancies have been posted since June 1, 2022. The latest application deadline was March 3, 2023, and one (1) application(s) was received for the following applicant(s):

- William Sauer

Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending July 31, 2024, or July 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 four (4) vacancies - Oneida Youth Leadership Institute Board

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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: March 10, 2023

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

Background

Four (4) vacancies were posted for the Oneida Youth Leadership Institute Board. Two (2) vacancies are to complete terms ending June 30, 2024, and two (2) vacancies are to complete terms ending June 30, 2025.

Three vacancies have been posted since 2019 and one (1) vacancy since 2021. The latest application deadline was November 4, 2022, and three (3) applications were received for the following applicant(s):

- Elijah Metoxen
- Melissa Metoxen
- Sidney White

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 March 1, 2023, regular Legislative Operating Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the March 1, 2023, 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. Leeman, LRO Senior Staff Attorney



LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES
 Oneida Business Committee Conference Room-2nd Floor Norbert Hill Center
 March 1, 2023
 9:00 a.m.

Present: Marie Cornelius, Daniel Guzman King, Kirby Metoxen, Jennifer Webster

Excused: David P. Jordan

Others Present: Clorissa N. Leeman, Carolyn Salutz, Grace Elliott, Brooke Doxtator, Tina Jorgenson (Microsoft Teams), Todd VandenHeuvel (Microsoft Teams), Justin Nishimoto (Microsoft Teams), Mark Powless (Microsoft Teams), Rhiannon Metoxen (Microsoft Teams), Peggy Van Gheem (Microsoft Teams), Brenda Skenandore (Microsoft Teams), Debra Powless (Microsoft Teams), Eric Boulanger (Microsoft Teams), Mary Graves (Microsoft Teams), Michelle Tipple (Microsoft Teams), Rae Skenandore (Microsoft Teams), Shannon Davis (Microsoft Teams), Joy Salzwedel (Microsoft Teams), Matt Denny (Microsoft Teams), Michelle Braaten (Microsoft Teams), Derrick King (Microsoft Teams), Dennis Johnson (Microsoft Teams),

I. Call to Order and Approval of the Agenda

Kirby Metoxen called the March 1, 2023, Legislative Operating Committee meeting to order at 9:00 a.m.

Motion by Marie Cornelius to adopt the agenda; seconded by Jennifer Webster. Motion carried unanimously.

II. Minutes to be Approved

1. February 15, 2023 LOC Meeting Minutes

Motion by Marie Cornelius to approve the February 15, 2023, LOC meeting minutes and forward to the Oneida Business Committee; seconded by Jennifer Webster. Motion carried unanimously.

III. Current Business

1. Emergency Management Law Amendments

Motion by Jennifer Webster to approve the adoption packet for the Emergency Management law amendments and forward to the Oneida Business Committee for consideration; seconded by Marie Cornelius. Motion carried unanimously.



2. Election Law Emergency Amendments

Motion by Jennifer Webster to approve the Election law emergency amendments adoption packet and forward to the Oneida Business Committee for consideration; seconded by Marie Cornelius. Motion carried unanimously.

3. Oneida Personnel Policies and Procedures Amendments

Motion by Marie Cornelius to accept the public comments and the public comment review memorandum and defer to a work meeting for further consideration; seconded by Jennifer Webster. Motion carried unanimously.

IV. New Submissions**1. Petition: L. Dallas – Alcohol and Drug Addiction Treatment Assistance**

Motion by Jennifer Webster to add the Petition: L. Dallas – Alcohol and Drug Addiction Treatment Assistance to the Active Files List with Daniel Guzman King as the sponsor; seconded by Marie Cornelius. Motion carried unanimously.

2. Petition: L. Dallas – FY 2023 Budget

Motion by Jennifer Webster to add the Petition: L. Dallas – FY 2023 Budget to the Active Files List with Marie Cornelius as the sponsor; seconded by Daniel Guzman King. Motion carried unanimously.

3. Petition: L. Dallas – GTC Directive for OBC to Stay Out of Day-to-Day Business

Motion by Jennifer Webster to add the Petition: L. Dallas – GTC Directive for OBC to Stay Out of Day-to-Day Business to the Active Files List with Jennifer Webster as the sponsor; seconded by Marie Cornelius. Motion carried unanimously.

4. Petition: L. Zeise – Uncap All Employee Wages

Motion by Jennifer Webster to add the Petition: L. Zeise – Uncap All Employee Wages to the Active Files List with Marie Cornelius as the sponsor; seconded by Daniel Guzman King. Motion carried unanimously.

V. Additions**VI. Administrative Items****VII. Executive Session****VIII. Adjourn**

Motion by Marie Cornelius to adjourn at 9:27 a.m.; seconded by Daniel Guzman King. Motion carried unanimously.

Adopt resolution entitled Consolidating All Remaining ARPA FRF TCS Allocations and Closing Portal

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Adopt Resolution titled Consolidating All Remaining ARPA FRF TCS Allocations and Closing Portal

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 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: ARPA FRF TCS | |

8. Submission:

Authorized Sponsor: Jo Anne House, Chief Counsel

Primary Requestor: (Name, Title/Entity)

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

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

Law Office



MEMORANDUM

TO: Oneida Business Committee

FROM: Jo Anne House, Chief Counsel

DATE: March 16, 2023

SUBJECT: ARPA FRF TCS – Consolidating Final Unallocated Funds and Closing Portal

At the March 13, 2023 Work Session the Oneida Business Committee requested that all remaining unobligated APRA TCS funds be consolidated into a single category and that the final group of projects be identified for approval. In addition, there was a need to rescind any prior approves for projects that had not had obligations finalized by resolution, and that the portal should be closed until all current projects were completed.

This list of projects are broken into two groups.

Group 1. Resolutions located under VIII. Standing Items, A., ARPA FRF and Tribal Contribution Savings Submissions

2. Adopt Resolution Entitled Obligation for Air Drill Utilizing Tribal Contribution Savings
3. Adopt Resolution Entitled Obligation for CIP # 21-105 Orchard Retail Utilizing Tribal Contribution Savings
4. Adopt Resolution Entitled Obligation for Class 7 Tractor Lease Buy Out Utilizing Tribal Contribution Savings
5. Adopt Resolution Entitled Obligation for Class 8 Tractor Lease Buy Out Utilizing Tribal Contribution Savings
6. Adopt Resolution Entitled Obligation for Orchard Pruning Utilizing Tribal Contribution Savings
7. Adopt Resolution Entitled Obligation for Semi-Truck Utilizing Tribal Contribution Savings
8. Adopt Resolution Entitled Obligation for Tsyunhehkwa Cattle Trailer Utilizing Tribal Contribution Savings

Group 2. Approved Projects to be submitted no later than the April 12, 2023 regular Oneida Business Committee meeting.

- Pow Wow Grounds-Michelle Danforth
- Park Renovation-Shannon Stone
- TAP Food for Events-Leslie Doxtator
- Senior Ctr-Tina Jorgenson/Eli Metoxen
- Great Law-Sarah Wunderlich

I have attached a resolution which accomplishes the requested actions.



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



Statement of Effect

Consolidating All Remaining ARPA FRF TCS Allocations and Closing Portal

Summary

The resolution consolidates all remaining ARPA FRF TCS allocations into “Final Projects;” provides that approval of all projects previously approved by the Oneida Business Committee, but for which funds have not been obligated by resolution, is rescinded; provides that remaining funds of completed ARPA TCS funded projects shall be placed in the “Final Projects” allocation when the final report is submitted; and provides that the ARPA TCS project submission portal shall be closed and shall remain closed until re-opened by the Oneida Business Committee by motion.

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

Date: March 17, 2023

Analysis by the Legislative Reference Office

The Oneida Nation received approximately one hundred and thirty-five million dollars (135,000,000) in federal funds through the American Rescue Plan Act – Fiscal Recovery Funds (ARPA FRF). To provide guidance to the organization, as well as awareness to the membership, on how the Nation intends to apply the ARPA FRF to its recovery efforts once received, the Oneida Business Committee adopted resolution BC-06-09-21-B, *Setting Goals for Application of Funding from the American Rescue Plan Act of 2021 to Direct Support to Individuals, Families, Community and the Oneida Nation*. In resolution BC-06-09-21-B, the Oneida Business Committee identified that the primary applications for the use of ARPA FRF would be to aid members and create tangible benefits related to housing, food sovereignty, education, and culture. In addition, the Oneida Business Committee directed the ARPA FRF to be spread across a three (3) year period in eight (8) specific categories to guide expenditures to meet such primary applications in an informed and transparent manner through the approval of projects by resolution.

After the adoption of resolution BC-06-09-21-B, the Oneida Business Committee received information which indicated that there was a more immediate need to address the pandemic’s twelve (12) to fifteen (15) month negative impact on the membership’s access to jobs, education, healthcare, and housing. The Oneida Business Committee then adopted resolution BC-06-23-21-C, *Amendment # 1 to the American Rescue Plan Act of 2021 Investment Allocation to Direct Membership Assistance*, which amended resolution BC-06-09-21-B to reflect its decision, which, more specifically, was to apply the 45% Direct Membership Assistance payment of three thousand dollars (\$3,000) in the current fiscal year, with any remaining funds after the payment to be allocated in Fiscal Years 2022 and 2023. Additionally, resolution BC-06-23-21-C provided clarification on the eligibility for membership assistance general welfare exclusion payments, application period, obligation, and ability to approve projects across fiscal years; and directed that the allocations be reviewed at least each fiscal year to determine whether modifications should be made. The work sheet that was attached to resolution BC-06-09-21-B was also deleted by

resolution BC-06-23-21-C and replaced with the work sheet attached thereto, entitled, *American Recovery Plan Act – FRF; Lost Revenue; ARPA FRF LR Investments – Updated June 23, 2021.*

The Oneida Business Committee then adopted resolution BC-03-30-22-A, *Updating Tribal Contribution Savings Processes and Allocations*, which provided that the Oneida Business Committee had been presented with recommended amendments to the processes based on implementation of the June 2021 resolutions, application of ARPA FRF through the lost revenue formula, identification of direct use and Tribal Contribution Savings. The Oneida Business Committee reviewed the recommendations and determined that the recommended amendments offer clarification in the processes and provide reporting at intervals that will keep all parties informed on the status of approved projects.

Resolution BC-03-30-22-A superseded the processes identified in Resolve #6 of resolution BC-06-09-21-B, as amended by Resolve #2 of resolution BC-06-23-21-C, and adopted a revised project approval process which was supplemented with needed Standard Operating Procedures approved by the FRF Program Office. This resolution also rescinded the allocation spreadsheet attached to resolution BC-06-23-21-C dated June 23, 2021, replacing it with the allocation in the spreadsheet attached to this resolution dated March 30, 2022.

The Oneida Business Committee has approved obligations to use the APRA TCS funds by resolution which identify the project, project cost, and project owner. The remaining APRA TCS funds, approximately ten million eight hundred thousand dollars (\$10,800,000) are being obligated in a final set of actions of the Oneida Business Committee at the March 22, 2023 meeting with very little remaining. The final obligation of ARPA TCS funds should be identified when all current approved funded projects are completed and excess funds returned which can then be obligated in a final project.

Once adopted by the Oneida Business Committee, this resolution provides that all allocated, and unobligated, ARPA TCS funds are consolidated under “Final Projects” which are identified in the following two groups.

- Group 1. Resolutions located under VIII, Standing Items, A., ARPA FRF and Tribal Contribution Savings Submissions
 - Adopt Resolution Entitled Obligation for Air Drill Utilizing Tribal Contribution Savings
 - Adopt Resolution Entitled Obligation for CDC # 21-105 Orchard Retail Utilizing Tribal Contribution Savings
 - Adopt Resolution Entitled Obligation for Class 7 Tractor Lease Buy Out Utilizing Tribal Contribution Savings
 - Adopt Resolution Entitled Obligation for Class 8 Tractor Lease Buy Out Utilizing Tribal Contribution Savings
 - Adopt Resolution Entitled Obligation for Orchard Pruning Utilizing Tribal Contribution Savings
 - Adopt Resolution Entitled Obligation for Semi-Truck Utilizing Tribal Contribution Savings
 - Adopt Resolution Entitled Obligation for Tsyunhehkwa Cattle Trailer Utilizing Tribal Contribution Savings

- Group 2. Approved projects to be submitted no later than the April 12, 2023 regular Oneida Business Committee meeting.
 - Pow Wow Grounds-Michelle Danforth
 - Park Renovation-Shannon Stone
 - TAP Food for Events-Leslie Doxtator
 - Senior Ctr-Tina Jorgenson/Eli Metoxen
 - Great Law-Sarah Wunderlich

This resolution also provides that approval of all projects previously approved by the Oneida Business Committee, but for which funds have not been obligated by resolution, is rescinded. Remaining funds of completed ARPA TCS funded projects shall be placed in the “Final Projects” allocation when the final report is submitted. The ARPA TCS project submission portal shall be closed and shall remain closed until re-opened by the Oneida Business Committee by motion.

Conclusion

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

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # Leave this line blank
Consolidating All Remaining ARPA FRF TCS Allocations and Closing Portal

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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 received approximately \$135 million in federal funds through the American Rescue Plan Act – Fiscal Recovery Funds; and
- WHEREAS,** the Oneida Business Committee determined that these funds should be used under the government replacement revenue formula and all funds covered under this formula would be transferred to APRA FRF Tribal Contribution Savings (“ARPA TCS”) to be tracked in the Investment Report submitted in the Treasurer’s Monthly Report, *see resolution # BC-06-09-21-B*; and
- WHEREAS,** the Oneida Business Committee also allocated the ARPA TCS funds across eight categories intending to allocate at least 45% of those funds to Direct Membership Assistance and the remainder to housing, food and agriculture, education, culture and language, revenue generation and overall priorities related to good governance, *see resolution # BC-06-09-21-B as amended by resolution # BC-06-23-21-C*; and
- WHEREAS,** the Oneida Business Committee as approved obligations to use the APRA TCS funds by resolution which identify the project, project cost, and project owner; and
- WHEREAS,** ARPA TSC funded projects are reported on at the Oneida Business Committee work sessions, on the Oneida Nation’s website, and in the Kaliwhisaks; and
- WHEREAS,** the remaining APRA TCS funds, approximately \$10.8 million, are being obligated in a final set of actions of the Oneida Business Committee at the March 22, 2023, meeting with very little remaining; and
- WHEREAS,** the final obligation of ARPA TCS funds should be identified when all current approved funded projects are completed and excess funds returned which can then be obligated in a final project;

44 **NOW THEREFORE BE IT RESOLVED**, that all allocated, and unobligated, ARPA TCS funds are
45 consolidated under “Final Projects” which are identified in the following two groups.
46

47 **Group 1.** Resolutions located under VIII, Standing Items, A., ARPA FRF and Tribal Contribution
48 Savings Submissions:

- 49 • Adopt Resolution Entitled Obligation for Air Drill Utilizing Tribal Contribution Savings
- 50 • Adopt Resolution Entitled Obligation for CDC # 21-105 Orchard Retail Utilizing Tribal
51 Contribution Savings
- 52 • Adopt Resolution Entitled Obligation for Class 7 Tractor Lease Buy Out Utilizing Tribal
53 Contribution Savings
- 54 • Adopt Resolution Entitled Obligation for Class 8 Tractor Lease Buy Out Utilizing Tribal
55 Contribution Savings
- 56 • Adopt Resolution Entitled Obligation for Orchard Pruning Utilizing Tribal Contribution
57 Savings
- 58 • Adopt Resolution Entitled Obligation for Semi-Truck Utilizing Tribal Contribution Savings
- 59 • Adopt Resolution Entitled Obligation for Tsyunhehkwá Cattle Trailer Utilizing Tribal
60 Contribution Savings

61
62 **Group 2.** Approved projects to be submitted no later than the April 12, 2023, regular Oneida
63 Business Committee meeting:

- 64 • Pow Wow Grounds - Michelle Danforth
- 65 • Park Renovation - Shannon Stone
- 66 • TAP Food for Events - Leslie Doxtator
- 67 • Senior Center - Tina Jorgenson/Eli Metoxen
- 68 • Great Law - Sarah Wunderlich

69
70 **BE IT FURTHER RESOLVED**, approval of all projects previously approved by the Oneida Business
71 Committee, but for which funds have not been obligated by resolution, is rescinded.
72

73 **BE IT FURTHER RESOLVED**, remaining funds of completed ARPA TCS funded projects shall be placed
74 in the “Final Projects” allocation when the final report is submitted.
75

76 **BE IT FINALLY RESOLVED**, the ARPA TCS project submission portal is closed and shall remain closed
77 until re-opened by the Oneida Business Committee by motion.


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 checked="" type="checkbox"/> Other: memo | | |

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: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Vanessa Miller



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

MEMORANDUM

RE: Obligation for Air Drill Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$249,375 from Tribal Contribution Savings to purchase an Air Drill for the Oneida Nation Farm. Adding this piece of equipment to the farm's inventory will increase no-till capability, increase cover cropping and planting capacity, and incorporate more regenerative agricultural practices into operations. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,

Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

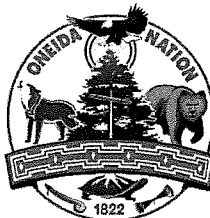
Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for Air Drill 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, this will be used to purchase an Air Drill. This piece of equipment will be used all seasons at the Oneida Nation Farm. This is to include: spring planting and seeding of various crops, feed for beef and bison herds, as well as selling hay to neighboring farms; summer planting of cover crops; and fall planting of cover crops and grain crop winter wheat. In addition to conventional till capability, this air drill will be equipped for all no-till planning. This piece of equipment will broaden our capacity to incorporate more regenerative agricultural methods into our operations, promoting soil health and sustainability; and

44
45 **WHEREAS,** the Project Owner for the proposed project is requesting \$249,375 obligated from the Tribal
46 Contribution Savings, Food and Agriculture; and
47
48 **WHEREAS,** this project will be concluded by December 31, 2024; and
49
50 **WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and
51
52 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of
53 funds for the Air Drill, in the amount of \$249,375 from Tribal Contribution Savings, Food and Agriculture
54 with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.


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 checked="" type="checkbox"/> Other: memo | | |

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: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Vanessa Miller

MEMORANDUM

RE: Obligation for Orchard Retail 21-105 Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$1,500,000 from Tribal Contribution Savings to pursue a new orchard retail store. A new store will enhance customer experience and expand operational and sale capacity. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,



Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for CDC # 21-105 Orchard Retail 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, the purpose of this project is to construct a new Orchard retail facility in a proposed new location. This project would include demolition of the existing structures and relocation of a new retail store. The proposed relocation of the store will look to offer a solution for the current less than ideal location of the retail facility where it stands now and the safety issues that are incurred with this. This project will look to offer more value-added retail pieces of the Orchard operation and offer our community an enhanced outdoor agricultural

43 experience, strengthening our local economy by attracting and encouraging local dollars.;
44 and

45
46 **WHEREAS,** the Project Owner for the proposed project is requesting \$1,500,000 obligated from the
47 Tribal Contribution Savings, Food and Agriculture; and

48
49 **WHEREAS,** this project will be concluded by December 31, 2027; and

50
51 **WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and

52
53 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of
54 funds for CIP # 21-105 Orchard Retail, in the amount of \$1,500,000 from Tribal Contribution Savings, Food
55 and Agriculture with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.

Adopt resolution entitled Obligation for Class 7 Tractor Buy Out Utilizing Tribal Contribution Savings

Business Committee Agenda Request

1. Meeting Date Requested: 3/22/23

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.

Pass resolution "Class 7 Tractor Buy Out Utilizing Tribal Contribution Savings"

4. Areas potentially impacted or affected by this request:

- Finance
- Law Office
- Gaming/Retail
- Other:
- Programs/Services
- MIS
- Boards, Committees, or Commissions

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Thomas Swiecichowski, Oneida Nation Farm Manager



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 |
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| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input checked="" type="checkbox"/> Other: memo | | |

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 checked="" type="checkbox"/> Other: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager

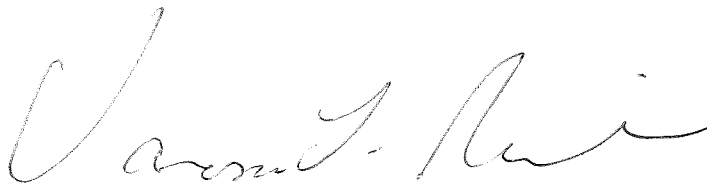
Primary Requestor: Vanessa Miller

MEMORANDUM

RE: Obligation for Class 7 Tractor Buy Out Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$93,324 from Tribal Contribution Savings to buy out the lease of the Oneida Nation Farm's class 7 tractor. This piece of equipment is necessary in operations and buying out this lease will see financial savings versus buying a new tractor or entering into a new lease. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,



Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for Class 7 Tractor Buy Out 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, this would be to buy out the lease of a current T7.230 New Holland tractor. By buying this lease out, Oneida Nation Farm will save annual funds verses leasing or buying a new tractor. This tractor is used daily for mainly livestock needs to include feeding, bedding, hauling feed, well as seasonally to cut hay, rake hay, and pull hay wagons; and

WHEREAS, the Project Owner for the proposed project is requesting \$93,324 obligated from the Tribal Contribution Savings, Food and Agriculture; and

44
45 **WHEREAS,** this project will be concluded by October 1, 2023; and
46
47 **WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and
48
49 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of
50 funds for the Class 7 Tractor Buy Out, in the amount of \$93,324 from Tribal Contribution Savings, Food and
51 Agriculture with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.

Adopt resolution entitled Obligation for Class 8 Tractor Buy Out Utilizing Tribal Contribution Savings

Business Committee Agenda Request

1. Meeting Date Requested: 3/22/23

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.

Pass resolution "Class 8 Tractor Buy Out 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:

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Thomas Swiecichowski, Oneida Nation Farm Manager




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 checked="" type="checkbox"/> Other: memo | | |

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: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Vanessa Miller

Environmental, Health, Safety, Land & Agriculture Division



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

MEMORANDUM

RE: Obligation for Class 8 Tractor Buy Out Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$162,382 from Tribal Contribution Savings to buy out the lease of the Oneida Nation Farm's class 8 tractor. This piece of equipment is necessary in operations and buying out this lease will see financial savings versus buying a new tractor or entering into a new lease. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,

Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for Class 8 Tractor Buy Out 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, this would be to buy out a current lease of a T8.380 New Holland tractor. By buying this lease out, Oneida Nation Farm will save annual funds verses leasing or buying a new tractor. This tractor is used seasonally to plant oats, soybeans, and hay. It is also used to harvest feed with the forage chopper and square baler; and

WHEREAS, the Project Owner for the proposed project is requesting \$162,382 obligated from the Tribal Contribution Savings, Food and Agriculture; and

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WHEREAS, this project will be concluded by October 1, 2023; 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 Class 8 Tractor Buy Out, in the amount of \$162,382 from Tribal Contribution Savings, Food and Agriculture with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.

Adopt resolution entitled Obligation for Orchard Pruning Utilizing Tribal Contribution Savings

Business Committee Agenda Request

1. Meeting Date Requested: 3/22/23

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.

Pass resolution "Orchard Pruning 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:

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Heather Jordan, Orchard Manager



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 checked="" type="checkbox"/> Other: memo | | |

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 checked="" type="checkbox"/> Other: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager

Primary Requestor: Vanessa Miller

Environmental, Health, Safety, Land & Agriculture Division



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

MEMORANDUM

RE: Obligation for Orchard Pruning Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$100,000 from Tribal Contribution Savings to fund pruning services for the Orchard. This project will enhance the overall health of the tree and maximize crop quality and quantity. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,

Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

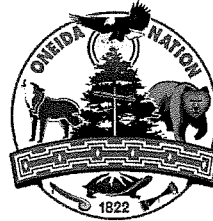
Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for Orchard Pruning 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, the purpose of this project is to allocate funds for tree pruning services for the Oneida Orchard. A large-scale project to ensure trees are trimmed properly would assist in overall health of the tree and, in turn, positively impact the quantity and quality of the crop. The Orchard produces product each year that goes into a variety of organizational programs, as well as directly into the Oneida community, and is an important part of our Nation's foods system; and

44 **WHEREAS,** the Project Owner for the proposed project is requesting \$100,000 obligated from the Tribal
45 Contribution Savings, Food and Agriculture; and

46
47 **WHEREAS,** this project will be concluded by December 31, 2024; and

48
49 **WHEREAS,** the Oneida Business Committee has reviewed the proposed project; and

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51 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of
52 funds for Orchard Pruning, in the amount of \$100,000 from Tribal Contribution Savings, Food and
53 Agriculture with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.

Adopt resolution entitled Obligation for Semi-Truck Utilizing Tribal Contribution Savings

Business Committee Agenda Request

1. Meeting Date Requested: 3/22/23

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.
Pass resolution "Obligation for Semi Truck Utilizing Tribal Contribution Savings"

4. Areas potentially impacted or affected by this request:

- | | |
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| <input type="checkbox"/> Finance | <input type="checkbox"/> Programs/Services |
| <input type="checkbox"/> Law Office | <input type="checkbox"/> MIS |
| <input type="checkbox"/> Gaming/Retail | <input type="checkbox"/> Boards, Committees, or Commissions |
| <input type="checkbox"/> Other: | |

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Thomas Swiecichowski, Oneida Nation Farm Manager




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 checked="" type="checkbox"/> Other: memo | | |

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 checked="" type="checkbox"/> Other: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager 

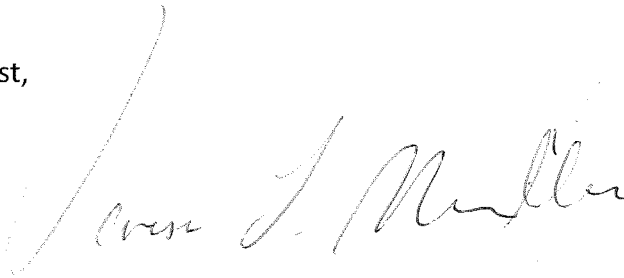
Primary Requestor: Vanessa Miller

MEMORANDUM

RE: Obligation for Semi Truck Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$79,165 from Tribal Contribution Savings to purchase a semi-truck to add to the Oneida Nation Farm's inventory. Adding this piece equipment to the Farm's fleet will increase operational capacity and efficiency. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,



Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for Semi Truck 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, this will be used to purchase a semi truck to add to the Oneida Nation Farm’s inventory. The main use of this truck will be to haul corn, soybeans and wheat to the farm and local grain elevators. It will also be used on flatbed trailers to haul hay for the cattle and bison, as well as straw bedding for the cattle. Adding this piece of equipment to the Farm’s fleet will increase operational capacity and efficiency.; and

43 **WHEREAS,** the Project Owner for the proposed project is requesting \$79,165 obligated from the Tribal
44 Contribution Savings, Food and Agriculture; and

45
46 **WHEREAS,** this project will be concluded by December 31, 2024; and

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

49
50 **NOW THEREFORE BE IT RESOLVED,** that the Oneida Business Committee approves the obligation of
51 funds for the Semi Truck, in the amount of \$79,165 from Tribal Contribution Savings, Food and Agriculture
52 with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.

Adopt resolution entitled Obligation for Tsyunhehkwa Cattle Trailer Utilizing Tribal Contribution Savings

Business Committee Agenda Request

1. Meeting Date Requested: 3/22/23

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.

Pass resolution "Tsyunhehkwa Cattle Trailer 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:

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 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 checked="" type="checkbox"/> Other: memo | | |

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: TC Savings | |

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Vanessa Miller

MEMORANDUM

RE: Obligation for Tsyunhehkwa Cattle Trailer Utilizing Tribal Contribution Savings Resolution
DATE: March 15, 2023
FROM: Vanessa Miller, Food and Agriculture Area Manager

The purpose of this proposed resolution is to obligate \$52,028 from Tribal Contribution Savings to purchase a cattle trailer for Tsyunhehkwa farm. This piece of equipment will allow animals to be rotated efficiently between sites to maximize their growth potential. The Oneida Business Committee reviewed and supported this project on March 13, 2023. I respectfully request support for this resolution to obligate these funds.

Best,



Vanessa Miller
Oneida Nation Food and Agriculture Area Manager
920-370-3047
vmiller@oneidanation.org

Vanessa L. Miller

From: Ralinda R. Ninham-Lamberies
Sent: Tuesday, March 14, 2023 2:27 PM
To: Vanessa L. Miller
Cc: Nicole A. Rommel; Thomas J. Swiecichowski; Marlene A. Westgor
Subject: TC Savings Projects
Attachments: Tribal-Contribution-Savings Template.docx

Sakoli-

The Oneida Business Committee has approved the following projects to be funded with TC Savings

Orchard Retail 21-105	\$1,500,000 (remainder to be included in future CIP budget)
Airdrill	\$249,375
Class 8 Tractor buy out	\$162,382
Pruning	\$100,000
Class 7 Tractor buy out	\$93,324
Semi Truck (used)	\$79,165
Tsyunhehkwa Trailer	\$52,028

I have attached the TC Savings Project resolution template. Please complete the template and submit to the next available BC agenda as timing allows.

Please be aware that the lion's share of TC Savings dollars have been obligated and the portal will soon be closed. Please submit your agenda requests to officially obligate the funds and ensure you do not lose out on the opportunity.

Yaw^ko
RaLinda

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution

Obligation for Tsyunhehkwa Cattle Trailer 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, this is to purchase a cattle trailer for Tsyunhehkwa. This trailer will be used to move cattle back and forth between farm sites to maximize growth potential of animals during their grazing rotations; and

WHEREAS, the Project Owner for the proposed project is requesting \$52,028 obligated from the Tribal Contribution Savings, Food and Agriculture; and

44 **WHEREAS,** this project will be concluded by December 31, 2023; 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 Tsyunhehkwa Cattle Trailer, in the amount of \$52,028 from Tribal Contribution Savings, Food and
50 Agriculture with Vanessa Miller, Food and Agriculture Area Manager assigned as the Project Owner.

Accept the Oneida Youth Leadership Institute start-up report

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

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:

Mark W. Powless, General 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 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: <i>Describe</i> | | |

7. Budget Information:

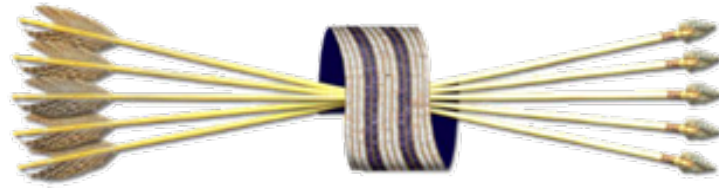
- | | |
|---|--|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input checked="" type="checkbox"/> Unbudgeted | <input type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Other: <i>Describe</i> | |

8. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: Cheryl Stevens, Grants Manager

Mark W. Powless Digitally signed by Mark W. Powless
Date: 2023.03.14 17:12:44 -05'00'



Oneida Youth Leadership Institute Start-up Report

Introduction/History:

Congress passed the Indian Tribal Governmental Tax Status Act in 1982, and codified Section 7871 of the Internal Revenue Code. 7871 organizations offer many of the same tax benefits for donors and the 501c3, but one major difference from a 501c3, IRS will treat a 7871 Tribal Government as “State governments” for a variety of specified tax purposes. 7871 status gives Tribal governments an appropriate legal, political and economic means to establish, regulate and control philanthropic activities in their communities, while allowing tribes to maintain a greater degree of sovereignty than they would under a 501c3 designation. There were three ways for a Federally Recognized Tribe to operate a nonprofit organization:

- 1) Incorporate under state law and then apply for 501(c)(3) status from the IRS. This way opens the Tribe to regulation by the state government and the federal government.
- 2) Incorporate a nonprofit corporation under tribal law by passing tribal corporation codes that allow them to incorporate nonprofits under their tribal law. The IRS does grant 501(c)(3) status to tribally incorporated nonprofit corporations,
- 3) Establish a fund, program, or subdivision that is designed to perform charitable activities for public purpose. This type of charitable organization is a part of the tribal government, holds on to sovereign power, and is termed a 7871 organization.

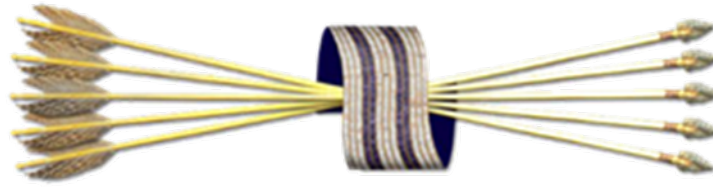
7871 Organization vs. Non Profit 501(c)3 advantage: Tax-exempt status for similar to a 501(c)(3). A charitable contribution is tax deductible. Recognized by the Department of Treasury and Department of Interior and created for federally recognized tribal governments.

7871 Organization	Non-Profit 501(c)3
- Charity Org. Tax Exempt	- Charity Org. Tax Exempt
- Established by Tribal Government	- Established by State Government
- Report through Tribal Government	- Report through State Government
- Strengthens Sovereignty	- Subject to state law and regulation

The Grants Office has always been looking for a fundraising option for youth groups looking for support/training. With the help of the Internal Services Director, the Oneida Youth Leadership Institute (OYLI) was created through a First Nations Institute grant to pursue the option of a 7871 entity that provided for less State control over the entity and more tribal control. A 7871 entity enables Tribes to exercise their sovereign rights when establishing a charitable organization.

This type of entity can avoid interference by state and federal governments. *“Creating a charitable tribal program, fund, or subdivision that is designed for exclusively public purposes is one way that a tribe can provide for the needs of its citizens, raise external charitable funds, and maintain the sovereign rights of the tribe in operating the program without the potential for state or federal government interference.”* (Charitable and Sovereign: Understanding Tribal 7871 Organizations - Native Assets Research Center Research Report 2009-2B, First Nations Development Institute.)

A team was developed to pursue this endeavor in 2013 and in 2014 the OBC passed a resolution to approve the concept of a 7871 organization. Development began and the 7871 status was deeply researched by a core group within the Nation. In September of 2016 the OBC adopted the resolution to create the Oneida Youth Leadership Institute for treatment under Section 7871 of the IRS code, along with approved the initial Articles of Incorporation and the OYLI Charter. In June of 2017 the first official Board was appointed and sworn in by the OBC.



Vision

Continue the legacy of our nation by empowering future Oneida leaders.

Mission Statement

Investing in the development of our youth to enhance nation building by learning from our past, embracing our present, and leaving a legacy for the future.

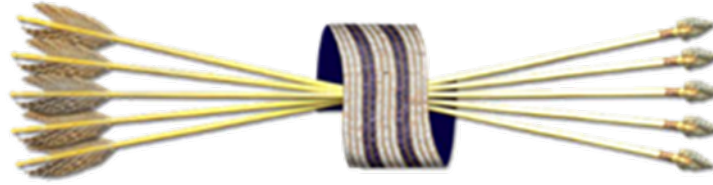
Purpose:

The Oneida Youth Leadership Institute is a tax-deductible 7871 entity of the Oneida Nation actively planning for the 7th generation by providing opportunities, initiatives, and trainings that can help inspire our Native youth to become strong, progressive leaders. The Youth Leadership Institute will foster: Traditional Heritage/Culture; Healthy Minds/Healthy Bodies; Citizen Engagement; Leadership; Academic Excellence; Entrepreneurship; Networking.

Our goal is to empower our Youth to lead a nation of strong families within their communities. Through the efforts of the Oneida Youth Leadership Institute, we have developed a framework for the project that will allow the Nation to: 1) initiate philanthropic efforts to advance its role of supporting youth leadership; 2) develop a Youth Leadership Fund initiative that would provide opportunities for youth to build a knowledge base for growth and development; 3) significantly identify innovative approaches to further our philanthropic work while strengthening our ongoing fundraising capability by developing connections between philanthropic organizations.

This Institute project will allow us to share our knowledge beyond the project scope, to be exposed to each other's culture and heritage, and to unite Indian Country for our future generations. Our mission of cultivating and nurturing the future of our youth by provided the tools, training, and education to empower the young leaders of the Oneida Nation.

The Oneida Youth Leadership Institute will be a 7871 organization that will benefit the community youth programs by providing a tax-exempt fundraising vehicle to provide for youth development initiatives. Other programs and areas such as the Lacrosse teams, ONSS, ARTS Program, NIAG, etc., will be able to utilize the 7871 status of the Oneida Youth Leadership Institute for all tax-deductible fundraising activities, donations, and events.

**Board Members:**

The OYLI is overseen by a Board of a minimum of five and maximum of seven directors who are appointed by the Oneida Business Committee through the Oneida Board member application process. Selection and consideration is based on qualities of industry, responsibility, integrity, and judgment, as well as expertise in management, business, youth services and law. Currently we have a board of six members with one member extended until we can get a full board. Therefore, we are in need of two more board members to make a full board.

Serving on the **Oneida Youth Leadership Institute Board of Directors** requires time, focus, and effort. At a minimum, members should expect to fulfill a three-year staggered term; may be re-elected and serve the full term unless a condition under Bylaw Article 1(c) are met. Board Members are required to undertake the following expectations:

1. Perform duties as outlined by the current Oneida Youth Leadership Institute Board Bylaws.
2. Act only in the best interests of the Board.
 - a. Put the Board's interest before any other personal or professional interests.
 - b. Remember to serve the best interests of the Board on which you are sitting.
3. Be involved in major decisions
 - a. Be actively involved in decision making.
 - b. Actively participate in Oneida Youth Leadership Institute Board planning, governance and development activities.
 - c. Attend meetings regularly and contribute to discussions.
 - d. Honor decisions and actions taken at meetings you may not have been able to attend.
4. Make decisions jointly with other Board members
 - a. The Board must act together for the overall benefit of the Oneida Nation.
 - b. No member can make or take action alone, unless delegated to do so.
 - c. Answer promptly email and other communications that request and require a response.
5. Attend and contribute to all Board meetings
 - a. To fulfill these duties, it will be critical for The Oneida Youth Leadership Institute Board members to remain active and responsive throughout their tenure. In extraordinary

circumstances, if members anticipate they will need to be inactive from the Oneida Youth Leadership Institute Board for a period of time, they should notify the Chairperson in advance. If Oneida Youth Leadership Institute Board members become inactive without warning, the Chairperson will reach out to the member to better understand the situation and work with the member to rectify it. If the member is unresponsive or their inactivity becomes chronic, the Chairperson has the authority to request that the Oneida Youth Leadership Institute Board members vote to replace the member with an appointed replacement to finish the term of the original member, in accordance with Bylaw Article I 4(c). If the Oneida Youth Leadership Institute Board Chairperson becomes inactive and unresponsive, other Oneida Youth Leadership Institute Board members should call this to the attention of the Board.

- b. Prepare for meetings and provide feedback to the Chairperson or Directors on any agenda item if unable to attend.
 - c. In-person or phone/skype attendance at meetings: twelve monthly meetings, four quarterly meetings, and up to four Special Oneida Youth Leadership Institute meetings require Board member attendance; stipends are paid for each duly called and held meeting. In-person attendance at a minimum of 75% or 15 of the meetings per year is expected.
 - d. Telephone conferences organized by the staff.
6. Be objective, honest, behave with integrity, and maintain confidentiality when required.
7. Use specific skills, knowledge or experience to contribute to sound decision-making.
- a. New Oneida Youth Leadership Institute Board members will be carefully trained and oriented to ensure continuity of process and ongoing operations. Existing Board members and staff will be responsible for training and orientation for the new Board members. Expenses associated with fulfilling Oneida Youth Leadership Institute Board membership (e.g., travel/training costs) will be funded by the Oneida Youth Leadership Institute Board budget.
 - b. Ongoing monitoring and participation in Trust discussions and activities within the community.
8. Support decisions taken.

Specific Roles - Specific Board Roles include the following expectations for members within and for the Board:

Oneida Youth Leadership Institute Board Member: The five to seven Oneida Youth Leadership Institute Board members will serve on various sub-Boards, as needed.

Business Committee Liaison: A member of the Business Committee, will serve as liaison to the Oneida Youth Leadership Institute Board, have voting rights, and attend all duly called Oneida Youth Leadership Institute Board meetings. If unable to attend, his/her delegate will attend to share the meeting information with the Liaison.

Directors: Directors shall administer the actions taken by the Board. The Board and Directors will provide resources needed to carry out the Board charge. This will include administrative support staff to assist with minute taking, scheduling meetings, collecting information from the Chairperson for meeting agendas, and forwarding materials to the necessary Boards and sub-committees. Directors will help collect other relevant materials and will act as advisors regarding Oneida Youth Leadership Institute policies and processes. Directors on Boards may serve as co-chairs if assigned but are not assumed to be Board leaders. They will be expected to abide by the Bylaws, Charter, Tribal Laws, and Oneida Youth Leadership Institute Agreements and will contribute fully to the work of their groups.

Exempt and Non-Exempt Staff: All staff members of the Oneida Youth Leadership Institute Boards may also serve on sub-committees, when assigned by a Director. The staff members will be expected to abide by the Bylaws, Charter, Tribal Laws, and Oneida Youth Leadership Institute Agreements and contribute fully to the work of their groups.

Operational Plan:

Board members currently all have other jobs and duties outside of the Oneida Youth Leadership Institute. With the level of expectations of the OYLI overall, an Executive Manager is a key position. This position will be responsible for managing the daily activities for the OYLI to assure that the vision and mission is being met. They will be structuring the board meetings, may create strategic plans for fundraising, and securing media exposure, as well as creating relationships with possible sponsors and donors. This position is the key to assure that all aspects of the OYLI will be properly achieved.

This position will be a big part in the planning, organizing, leading, and being the front spokesperson for the OYLI. Therefore, this person must have the qualities of a top management position with the skills of visionary, organization, development, advocacy, and motivation and communication. The success of the OYLI will be in the ability of the Executive Manager to create an environment that can help to successfully meet the OYLI's overall goals and objectives.

Executive Assistant will provide much needed operational and organizational assistance to the Executive Manager. This position will provide the Executive Manager with full administrative support including managing schedules, filing, meeting notes and minutes, processing paperwork, ordering supplies, as well as assist in fundraising planning, and any other task that will help the Executive Manager meet their goals. This position will allow the Executive Manager to stay on task with the strategic work that needs to be done to make OYLI successful, however it is at a level where they can also add great tactical expertise and proactivity to OYLI. This high-performance position will require excellent communication and people skills as well as the ability to be a front spokesperson for OYLI as well as be self-motivating, confident, and be a strategic thinker with a great work ethic.

Reporting Structure:

The Oneida Youth Leadership Institutes reports directly to the Oneida Business Committee through the following process as stated in the OYLI bylaws:

Article IV. Reporting

1. Agenda Items. The Board shall maintain agenda items in an identified and consistent format.
2. Minutes and Attachments. The Board shall type minutes in a consistent format designed to generate the most informative record of the meetings of the Board. Handouts, reports, memoranda, and the like may be attached to the minutes and agenda, or may be kept separately, provided that all materials can be identified based on the meeting in which they were presented.
3. Reporting. The Board shall also make quarterly reports to the Oneida Business Committee and annual and semi-annual reports to the Oneida General Tribal Council as described below, provided that the Board shall approve all reports by official Board action prior to the report's submittal to the Oneida Business Committee and/or the General Tribal Council:

(a) Quarterly Reporting. The Board shall make quarterly reports to the Oneida Business Committee based on the reporting schedule created by the Nation's Secretary, approved by the Oneida Business Committee and posted on the Nation's website. At a minimum, the Board shall include the following information in its quarterly reports:

- (1) Names: Provide the name of the Board, the director submitting the report, and the

Oneida Business Committee liaison, and a list of the directors and their titles, their term expiration dates and contact information.

(2) Minutes: Any required updates to meeting minutes previously submitted and approved by the Oneida Business Committee including any actions that have been taken and were not included in the meeting minutes previously approved by the Oneida Business Committee. No action or approval of minutes is required by the Oneida Business Committee unless specifically required by these by-laws.

(3) Financial Reports: In the format designated by the Treasurer and as may be required by the Oneida Business Committee.

(4) Special Events during the Reporting Period: Report any special events held during the reporting period.

(5) Anticipated Special Events for the Upcoming Reporting Period: Report any anticipated special events to be held during the upcoming reporting period.

(6) Goals and Accomplishments: Provide the Board's annual goals established in the annual report pursuant to article 3(b)(5) and how the Board has worked towards achieving such goals during the reporting period.

(7) Meetings: Indicate when and how often the Board is meeting and whether any emergency and/or special meetings have been held.

(8) Follow-up: Report on any actions taken in response to Oneida Business Committee and/or General Tribal Council directives, if any.

(b) Annual Reporting. The Board shall make annual reports to the Oneida General Tribal Council based on their activities during the previous fiscal year using the format prescribed by the Nation's Secretary. At a minimum, the Board shall include the following information in its annual reports:

(1) Names: Provide the name and purpose of the Board, a list of the directors and their titles and the contact person for the Board and their contact information including phone number, mailing address, email address, and the Board's website.

(2) Meetings: Provide when meetings held, where they are held, at what time they are held and whether they are open or closed.

(3) Stipends: Provide the amount of each stipend a director may be eligible to receive and the funding source of the stipends.

(4) Budget: Provide the Board's original budget for the previous fiscal year, what 288 the actual budget expensed was at the close of the fiscal year, and, if not within the Board's original budget, an explanation for why the budget was exceeded. Also, provide the funding source for the Board's budget.

(5) Goals and Accomplishments: Provide up to three (3) accomplishments the Board achieved in the previous fiscal year and how each accomplishment impacted the Oneida

community. Also, provide three (3) strategic goals the Board will pursue in the new fiscal year.

(6) Logo and Images: Provide the Board's logo that may be included in the report and any other pictures or images that the Board would like to be considered by the Nation's Secretary for inclusion in the report.

(c) Semi-Annual Reporting: The Board shall make semi-annual reports to the Oneida General Tribal Council based on their activities during the current fiscal year using the format prescribed by the Nation's Secretary. At a minimum, the Board shall include the following information in their annual reports:

(1) Names: Provide the name of the Board and, if there have been any changes since the annual report, provide an update of the following information:

(A) the purpose of the Board;

(B) a list of the Board's directors and their titles;

(C) the contact person for the Board and their contact information including phone number, mailing address, email address, and the Board's website.

(2) Meetings: If there have been any changes since the annual report, provide an update of when meetings are held, where they are held, at what time they are held and whether they are open or closed.

(3) Stipends: If there have been any changes since the annual report, provide an update of the amount of each stipend a director may be eligible to receive and the funding source for the stipends.

(4) Goals and Accomplishments: Provide an update on the three (3) strategic goals the Board named in its annual report.

(5) Logo and Images: Provide any pictures or images that the Board would like to be considered by the Nation's Secretary for inclusion in the report and, if the Board's logo has changed since the annual report, provide the new logo that may be included in the report.

The Board may take action to update the By-laws in the near future. This is within the by-laws to "determine if they are current with the relevant laws of the Nation and meet the needs of the Board". Due to this organization having to take on donations, the Board was not full at the time and actions had to be done at a fast pace. Just as OYLI was getting up and running, the LPGA came about. WPS/WE wanted to donate money to the Nation, but they needed a nonprofit tax-exempt entity to donate to, and it was determined that the OYLI would be able to take the donations. Thus started our operations immediately and we did not slow down until the Pandemic. Now that the Board has begun to meet again, they will be looking at the rushed bylaws and Charter more closely to make sure they meet the needs of the Board and overall purpose of the Oneida Youth Leadership Institute's mission and vision.

1st Year Start-up Budget:

Project Budget	Tribal Contribution	Grant Funding	Total
Personnel: Fulltime Exec. Manager @ \$28/hr. Admin. Assistant @ \$19/hr.	\$58,240 \$39,520	\$0	\$97,760.00
Fringe: Fulltime Exec. Manager 40% @ \$28/hr. Admin. Assistant 40% @ \$19/hr.	\$23,296 \$15,808	\$0	\$39,104.00
Travel	\$0	\$0	\$0
Supplies	\$ 1,500	\$0	\$1,500.00
Equipment (one-time purchase)	\$6,000	\$0	\$6,000.00
Meeting Expense (\$100/mtg x 12mo. x 7 board members)	\$8,400	\$0	\$8,400.00
Consultant/Training (accounting, management, board training, Roberts rules of order, etc.)	\$5,000	\$0	\$5,000.00
Other (software, printing, flyers, etc.)	\$2,000	\$0	\$2,000
Sub total YEAR 1			\$ 159,764.00
Indirect Costs @ 20.44% of Personnel			\$19,982.14
TOTAL			\$179,746.14

Ongoing Budget to continue:

Project Budget	Tribal Contribution	Grant Funding	Total
Personnel: Fulltime Exec. Manager @ \$28/hr. Admin. Assistant @ \$19/hr.	\$58,240 \$39,520	\$0	\$97,760.00
Fringe: Fulltime Exec. Manager @ \$28/hr. Admin. Assistant @ \$19/hr.	\$23,296 \$15,808	\$0	\$39,104.00
Travel	\$0	\$0	\$0
Supplies	\$ 1,500	\$0	\$1,500.00
Equipment (one-time purchase)	\$0	\$0	\$0
Meeting Expense (\$100/mtg x 12mo. x 7 board members)	\$8,400	\$0	\$8,400.00
Consultant/Training (accounting, management, board training, Roberts rules of order, etc.)	\$3,000	\$0	\$3,000.00
Other (software, printing, flyers, etc.)	\$2,000	\$0	\$2,000
Sub total YEAR 1			\$ 151,764.00
Indirect Costs @ 20.44% of Personnel			\$19,982.14
TOTAL			\$171,746.14

Public Packet
APPLY IN PERSON AT:
909 Packerland Drive
Green Bay, WI 54303



OR MAIL TO:
P.O. Box 365
Oneida, WI 54155-0365
Phone: (920) 496-7900
Fax: (920) 496-7490
Job Line: 1-800-236-7050

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

POSITION TITLE: Oneida Youth Leadership Institute Executive Manager **DRAFT**
POSITION NUMBER:
DEPARTMENT: Grants Office
LOCATION: 909 Packerland Drive
DIVISION:
RESPONSIBLE TO: Grants Manager
SALARY: \$28/hr.(NEGOTIABLE DEPENDING ON EDUCATION & EXPERIENCE)
CLASSIFICATION: Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date: As Soon As Possible

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Oneida Nation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability status in employment or the provision of services. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

POSITION SUMMARY

The Executive Director is the key management leader of the Oneida Youth Leadership Institute (OYLI). The Executive Director is responsible for overseeing the administration, programs and strategic plan of the organization. Other key duties include fundraising, marketing, and community outreach. The position reports directly to the Board of Directors. This position will perform and/or oversee a variety of associated nonprofit administration, fiscal, personnel support, and planning activities, some of which require advanced or specialized knowledge and skills, such as budget administration and control, equipment, facilities, and inventory management, specialized recordkeeping and database management, and/or specified information-gathering projects and tasks. Coordinate and facilitate meetings, program functions, and/or special events, as appropriate. Lead and oversee lower graded staff and/or students. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

Board Governance:

1. Executive Director is in charge of an organization's strategic planning, they're responsible for a wide variety of duties. They often have the following responsibilities:
2. Collaborate with the board of Directors to identify, create and implement strategic plans to actualize business objectives.
3. Identify, recruit, train and develop a talented team of employees who can lead critical departments and manage strategic business functions.
4. Monitor company operations and ensure employees and business practices comply with regulatory and legal requirements.
5. Develop the organizational culture and promote transparency and collaboration throughout the organization.
6. Develop partnerships with company stakeholders, shareholders, industry regulators and other relevant parties.
7. Identify potential risks and opportunities within the organization and its environment to protect business interests.
8. Identify potential sources of investment and organize fundraising efforts.
9. Represent the company at social and corporate events in ways that strengthen the brand and communicate the company's message.
10. Works with board in order to fulfill the organization mission.
11. Responsible for leading the OYLI operations in a manner that supports and guides the organization's mission as defined by the Board of Directors.
12. Responsible for communicating effectively with the Board and providing, in a timely and accurate manner, all information necessary for the Board to function properly and to make informed decisions.

Financial Performance and Viability:

13. Develops resources sufficient to ensure the financial health of the organization.
14. Responsible for fundraising and developing other revenues necessary to support the OYLI's mission.
15. Responsible for the fiscal integrity of the OYLI to include submission to the Board of a proposed annual budget and monthly financial statements, which accurately reflect the financial condition of the organization.

JOB DESCRIPTION**Executive Manager****Page 2**

16. Responsible for fiscal management that generally anticipates operating within the approved budget, ensures maximum resource utilization, and maintenance of the organization in a positive financial position.

Organization Mission and Strategy:

17. Responsible for strategic planning to ensure that OYLI can successfully fulfill its Mission into the future.
18. Responsible for the enhancement of OYLI's image by being active and visible in the community and by working closely with other professional, civic and private organizations.
19. Oversees and implements appropriate resources to ensure that the operations of the organization are appropriate.
20. Responsible for the hiring and retention of competent, qualified staff.
21. Responsible effective administration of OYLI operations.
22. Responsible for signing all notes, agreements, and other instruments made and entered into and on behalf of the organization.
23. Report to and work closely with the Board of Directors to seek their involvement in policy decisions, fundraising and to increase the overall visibility of the organization.
24. Supervise, collaborate with organization staff.
25. Strategic planning and implementation.
26. Planning and operation of annual budget.
27. Serve as OYLI's primary spokesperson to the organization's constituents, the media and the general public.
28. Establish and maintain relationships with various organizations and utilize those relationships to strategically enhance OYLI's Mission.
29. Oversee marketing and other communications efforts.
30. Oversee organization Board and committee meetings.
31. Establishing employment and administrative policies and procedures for all functions and for the day-to-day operation of the nonprofit.
32. Review and approve contracts for services.
33. Other duties as assigned by the Board of Directors.
34. Monitor and tracks departmental budgets; prepare reports as requested.
35. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
36. The above duties and responsibilities are not an all inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

JOB DESCRIPTION
Administration Assistant
Page 3

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently walk, sit; use hands and arms to reach and feel. Occasionally stand, stoop, kneel, crouch, crawl, and lift and/or move up to twenty-five (25) pounds.
2. Work is generally performed in an office setting with a moderate noise level.
3. A Tuberculosis (TB) Screening and/or TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Excellent understanding of finance-related performance standards
2. Proven ability to develop and execute financial strategies
3. Demonstrated knowledge of corporate and regulatory best practices
4. Ability to communicate effectively in both verbally and in writing.
5. Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
6. Ability to represent the organization in a professional manner, building respect and confidence.
7. Ability to write clear and concise reports, memoranda, directives and letters.
8. Ability to handle multiple tasks and meet deadlines.
9. Ability to carry out instructions furnished in verbal or written format.
10. Ability to work independently with minimal supervision.
11. Ability to demonstrate excellence in everything, and continually seek improvement in results.
12. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment. Active fundraising experience. Excellent donor relations skills and understanding of the funding community.
13. Previous success in establishing relationships with individuals and organizations of influence including funders, partner agencies and volunteers.
14. Solid organizational abilities, including planning, delegating, program development and task facilitation, leadership.
15. Strong financial management skills, including budget preparation, analysis, decision making and reporting.
16. Strong written and oral communication skills.
17. Strong work ethic with a high degree of energy.
18. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
19. Must be willing and able to obtain additional education and training.
20. Must pass a pre-employment drug screening. Must adhere to the Nations' Drug and Alcohol Free Workplace Policy during the course of employment.
21. Must pass a background security check with the Oneida Nation in order to meet the Employment Eligibility Requirements, Tribal/State Compact and/or Oneida Nation to be Gaming Ordinance as they pertain to the position. A temporary license or Gaming License issued by the Oneida Gaming Commission is required as a condition of employment and continuing employment within the Oneida Nation's Gaming Division.
22. A valid driver=s license, reliable transportation, and insurance. Must obtain a Wisconsin driver=s license within thirty (30) days of employment if applicant has an out-of-state driver's license. Must be authorized as eligible to operate a Personal Vehicle under the Oneida Nations' Vehicle Drivers Policy prior to actual start date. Must maintain driver's eligibility as a condition of employment.

PREFERRED QUALIFICATIONS:

Applicants please clearly state on the application/resume if you meet these qualifications.

- 1.. Two (2) years of previous nonprofit management experience.

MINIMUM QUALIFICATIONS:

Applicants please clearly state how you meet these qualifications on the application/resume.

1. **Must be an enrolled member of the Oneida Tribe of Indians of Wisconsin.**
2. A Bachelor's degree in Business, Public Administration, Nonprofit Management or closely related field from an accredited college or university.

ITEMS TO BE SUBMITTED:

1. **Must provide a copy of diploma, license, degree or certification upon employment.**

APPLY IN PERSON AT:
909 Packerland Drive
Green Bay, WI 54303



OR MAIL TO:
P.O. Box 365
Oneida, WI 54155-0365
Phone: (920) 496-7900
Fax: (920) 496-7490
Job Line: 1-800-236-7050

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

POSITION TITLE: Oneida Youth Leadership Institute Executive Assistant **DRAFT**
POSITION NUMBER:
DEPARTMENT: Grants Office
LOCATION: 909 Packerland Drive
DIVISION: GM
RESPONSIBLE TO: Grants Manager
SALARY: \$19.00/hr. (NEGOTIABLE DEPENDING ON EDUCATION & EXPERIENCE)
CLASSIFICATION: Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date: As Soon As Possible

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Oneida Nation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability status in employment or the provision of services. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

POSITION SUMMARY

The Executive Assistant is responsible for providing administrative support to the Oneida Youth Leadership Institute (OYLI) Executive Manager. This includes: managing the donor database, drafting correspondence and providing receipts and acknowledgements of gifts, coordinate meetings, assisting with event logistics, participating in events, note taking, collaborating with board members, campaign managers and volunteers, supporting marketing projects, specialized recordkeeping and database management, and/or specified information-gathering projects and tasks and maintaining the OYLI office. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Serves as frontline communication for OYLI office.
2. Answer incoming telephone calls, determine purpose of calls, and forward calls to appropriate personnel or department, ensuring professional telephone etiquette.
3. Screen incoming calls and correspondence; exercise judgment and respond accordingly, receive, sort, log, and route mail.
4. Record and deliver messages or transfer calls to voice mail when appropriate.
5. Welcome visitors, determine nature of business, and announce visitors to appropriate personnel, maintaining professional and courteous demeanor.
6. Arrange travel, prepare and submit travel-related documents, and maintain travel information as necessary.
7. Prepare correspondence, reports, minutes, agendas, memos, forms, directories, resolutions, ordinances, and other documents and communications from drafts, recordings, or verbal instruction as requested.
8. Develop and maintain filing system.
9. Edit and review all correspondence and documents for correct grammar, punctuation, and spelling.
10. Manages Donation Tracker database and ensures proper data entry of donor information.
11. Processes all gifts, acknowledgements and reporting for cash contributions, in-kind donations, online gifts and payroll deductions.
12. Creates and logs accurate gift coding, pledge payments, billing and past-due tracking. Coordinates regular database maintenance duties such for consistency of format.
13. Ensures all research and donor records and information are obtained and maintained in an ethical and confidential manner. Provides assistance to the Executive Director in supporting volunteer and board committees, including preparation of materials and coordination of logistics; assures meeting follow-up
14. Assists with fundraising and stewardship event details and activities by working with staff, board members and volunteers to organize and coordinate event details and logistics.
15. Supports marketing and communication projects including the e-newsletter, email blasts, GCUW website and social media activities.
16. Attends Board Meetings, Campaign Meetings, Agency Meetings and other committee meetings as requested Understands and endorses the mission and values of OYLI.

JOB DESCRIPTION
Executive Assistant
Page 2

DUTIES AND RESPONSIBILITIES: (Cont.)

17. Maintain inventory of office supplies.
18. Create and develop effective presentations as requested.
19. Schedule of department events and activities; manages departmental or manager's calendar.
20. Maintain and operate office machines, equipment, and computers. Perform or coordinate general maintenance and repair.
21. Transmit outgoing faxes, and retrieve, log, and distribute incoming faxes.
22. Other duties may be assigned.
23. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
24. The above duties and responsibilities are not an all inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently walk, sit; use hands and arms to reach and feel. Occasionally stand, stoop, kneel, crouch, crawl, and lift and/or move up to twenty-five (25) pounds.
2. Work is generally performed in an office setting with a moderate noise level.
3. A Tuberculosis (TB) Screening and/or TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Knowledge of business English, proper spelling, grammar, punctuation, and basic math.
2. Knowledge of records management and basic accounting procedures including budgeting.
3. Ability to communicate effectively in both verbally and in writing.
4. Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
5. Ability to write clear and concise reports, memoranda, directives and letters.
6. Ability to handle multiple tasks and meet deadlines.
7. Ability to carry out instructions furnished in verbal or written format.
8. Ability to work independently with minimal supervision.
9. Ability to demonstrate excellence in everything, and continually seek improvement in results.
10. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
11. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
12. Must be willing and able to obtain additional education and training.
13. Must pass a pre-employment drug screening. Must adhere to the Nations' Drug and Alcohol Free Workplace Policy during the course of employment.
14. Must pass a background security check with the Oneida Nation in order to meet the Employment Eligibility Requirements, Tribal/State Compact and/or Oneida Nation to be Gaming Ordinance as they pertain to the position. A temporary license or Gaming License issued by the Oneida Gaming Commission is required as a condition of employment and continuing employment within the Oneida Nation's Gaming Division.
15. A valid driver=s license, reliable transportation, and insurance. Must obtain a Wisconsin driver=s license within thirty (30) days of employment if applicant has an out-of-state driver's license. Must be authorized as eligible to operate a Personal Vehicle under the Oneida Nations' Vehicle Drivers Policy prior to actual start date. Must maintain driver's eligibility as a condition of employment.

JOB DESCRIPTION
Executive Assistant
Page 3

PREFERRED QUALIFICATIONS:

Applicants please clearly state on the application/resume if you meet these qualifications.

1. Three (3) years of previous administrative office experience, preferably in a nonprofit.

MINIMUM QUALIFICATIONS:

Applicants please clearly state how you meet these qualifications on the application/resume.

1. **Must be an enrolled member of the Oneida Tribe of Indians of Wisconsin.**
2. An Associate Degree in Administrative Assistant or Secretarial Science from an accredited college or university.

ITEMS TO BE SUBMITTED:

1. **Must provide a copy of diploma, license, degree or certification upon employment.**

Review request for one (1) additional unbudgeted position for the Oneida Trust Enrollment Department

Business Committee Agenda Request

1. Meeting Date Requested: 03/22/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve Trust Enrollments addition of an unbudgeted position

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:

John Danforth, Interim Director Trust Enrollment

Jennifer Hill-Kelley, Chairwoman Oneida Trust Enrollment Committee

Keith Doxtator, CFO

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: <i>Describe</i> | | |

7. Budget Information:

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

8. Submission:

Authorized Sponsor: John Danforth, Interim Director Trust Enrollment

Primary Requestor: John Danforth, Interim Director Trust Enrollment

Report: Business Committee Agenda Request

To: Oneida Business Committee

From: John Danforth, Interim Director-Trust Enrollment

Date: March 13th, 2023

Subject: Trust Enrollment Unbudgeted Position Request-Payment Administrator

Request

Trust Enrollment is requesting support from the Oneida Business Committee for approval of an unbudgeted position request for the position of Payment Administrator. Attached is job description #02543 with an assigned salary of Grade 10. The job description language was updated and approved by the Trust Enrollment Interim Director and Payment/Enrollment Supervisor on February 23rd, 2023. The Grade 10 salary was assigned by Human Resources on February 24th, 2023.

Financial and HR Impact

As of January 31st, 2023, FY23 Budget actual versus budgeted amounts are as follows.

	Actual	Budget	Variance
Total Labor/Payroll Expense	\$252,192	\$303,078	\$(50,886)

During FY23, the Director position was vacant for several weeks and the Project Specialist (Grade 13) position has also been vacant since January 23rd, 2023. The Project Specialist position will remain vacant for the remainder of FY 23 as Sustain Oneida is transitioning to On[^]yote?aka ni?i Project Plan. The vacancy of Project Specialist and the addition of Payment Administrator will still have a net-zero impact on the FY23 budget. Planning for FY24 staffing levels and budgeting will remain fluid as the current Director and Project Specialist positions within the Trust Enrollment Department are part of chain of interim job positions and the On[^]yote?aka ni?i Project Plan remains at the mercy of approval from General Tribal Council. The Trust Enrollment Department is currently at 7 FTE staff and budgeted for 8 FTE staff for FY23. In the event of the interim job positions being reverted back to their original employees and/or the Trust Enrollment Committee wishes to continue prioritizing Sustain Oneida and the Project Specialist position, the addition of Payment Administrator would have 9 FTE employees for FY24 budget planning.

Justification

In calendar year 2022, Trust Enrollment processed 44,543 individual payments. The number of payment requests for 2023 are expected to be similar. Additionally, General Tribal Council has reconvened in-person with an increase in stipend payment. The difference between a \$100 stipend and \$200 stipend has shown an increase in meeting attendance and an increase in stipend preference over the gift card. The Payment Administrator position will help relieve the workload

of the Payment/Enrollment Supervisor as they are only staff member processing GWA, Elder 65, and Minor Trust payments.

Payment Type	Total Claimed	Percent Claimed
2022 Minor Trust Account	351	59.89%
2021 Late 65 + Payment	41	37.61%
2022 GWA 18+	13396	91.98%
2022 GWA 62+	3130	94.39%
2022 GWA 65+	2452	94.38%
2022 GWA Gas	12552	86.38%
2022 GWA Food	12621	86.66%
Total Claims	44543	

GTC Meeting	Gift Card	%	Check	%	Total Attendance
January 16th, 2023	593	56%	470	44%	1063
January 30th, 2023	845	41%	1208	59%	2053



John J Danforth
Interim Director Trust Enrollment

APPLY IN PERSON AT:

Human Resources Department
909 Packerland Drive
Green Bay, WI 54303



ONEIDA

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

OR MAIL TO:

Human Resources Department
P.O. Box 365
Oneida, WI 54155-0365

Phone: (920) 496-7900

Fax: (920) 496-7490

APPLY ONLINE AT:

<http://oneida-nsn.gov>

POSITION TITLE: Payment Administrator
POSITION NUMBER: 02543
DEPARTMENT: Trust/Enrollment
LOCATION: 201 Elm Street Oneida, WI
DIVISION: Non-Divisional
RESPONSIBLE TO: Payment/Enrollment Supervisor
SALARY: Grade 10- \$20.12/Hr. (NEGOTIABLE)
CLASSIFICATION: Non-Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date:

EQUAL EMPLOYMENT OPPORTUNITY STATEMENT

The Oneida Nation does not discriminate on the basis of race, color, national origin, sex, religion, age or disability status in employment or the provision of services. However, individuals of Indian ancestry and Veterans will be given preference by law in initial employment or re-employment.

POSITION SUMMARY

Provide excellent customer service to the Tribal membership relating to payments and other pertinent information. This position must be knowledgeable about the GTC Meeting Stipend Payment Policy, Per Capita Ordinance and the General Welfare Exclusion. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Practice excellent customer service skills at all times.
2. Assist the front reception area and Records area as needed.
3. Coordinate, review and process all Membership payment activities.
4. Recommend revisions to enrollment forms.
5. Maintain professional standards in all matters and strict department security, confidentiality, and quality.
6. Participate in and attend staff meetings and trainings as required.
7. Participate in rotating schedules for General Tribal Council meetings and Tribal elections.
8. Update membership data as it directly relates to payments.
9. Update and provide accurate numbers for mailing requests when needed.
10. Gain basic understanding and provide assistance when needed, of other positions within the Trust/Enrollment Department.
11. Participate and assist in short- and long-range projects.
12. Support team goals and objectives, department planning, organizing, and scheduling activities.
13. Follow records retention policy and procedures.
14. Prepare various correspondence, minutes, agendas, memos, forms, newsletters, directories, resolutions, ordinances, standard operating procedures, and other documents from drafts, recordings, or verbal instruction.
15. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures and applicable laws, and Area and Program Strategic Plans and Policies.
16. Maintain strict department security, confidentiality, and quality to meet professional standards of the department.
17. The above duties and responsibilities are not an all-inclusive list but rather a general representation of the duties and responsibilities associated with this position. The duties and responsibilities will be subject to change based on organizational needs and/or deemed necessary by the supervisor.

JOB DESCRIPTION**Payment Administrator****Page 2****PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:**

1. Work is generally performed in an office setting with a moderate noise level.
2. Must be able to move around in an office setting for meetings, customer walk-ins, operate office machines, etc.
3. Must be willing to work flexible hours including evenings and/or weekends as needed/required.
4. A Tuberculosis (TB) Screening and/or 2 step TB Skin Test are required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Skill in organizational management to include planning, organizing and schedule priorities to meet strict deadlines and successfully cope with challenging situations and conditions.
2. Skill in verbal and written communication with all internal and external departments.
3. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
4. Ability to handle customers with tact, courtesy, respect, objectivity, and maturity.
5. Ability to interpret applicable federal, state, tribal, county, and local laws, regulations, and requirements.
6. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
7. Must be willing and able to obtain additional education and training.
8. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
9. Must pass a background security check with the Oneida Nation in order to meet the Employment Eligibility Requirements, Tribal/State Compact and/or Oneida Nation Gaming Ordinance as they pertain to the position. A temporary license or Gaming License issued by the Oneida Gaming Commission is required as a condition of employment and continuing employment within the Oneida Nation's Gaming Division.
10. A valid driver's license or occupational driver's license, reliable transportation and insurance is required. Must obtain a Wisconsin driver's license or occupational driver's license within thirty (30) days of employment if applicant has an out-of-state driver's license. Must be authorized as eligible to operate a Personal and Tribal vehicle under the Oneida Nation's Vehicle Driver Certification and Fleet Management Law prior to actual start date. Must maintain driver's eligibility as a condition of employment.

PREFERRED QUALIFICATIONS:**Applicants please clearly state on the application/resume if you meet these qualifications.**

1. Previous experience in self proofing (analyzing) work.
2. Knowledge of AS400.
3. Knowledge of Oneida Culture and History.
4. One (1) year experience operating database software programs in a Windows environment.

MINIMUM QUALIFICATIONS:**Applicants please clearly state how you meet these qualifications on the application/resume.**

1. **Must be an enrolled member of the Oneida Nation.**
2. An Associate Degree in Administrative Assistant or closely related field.
3. Two (2) years of administrative office experience; and/or an equivalent combination of education and experience may be considered.

ITEMS TO BE SUBMITTED:

1. **Must provide a copy of diploma, license, degree or certification upon employment.**