

Oneida Business Committee



Executive Session
8:30 AM Tuesday, August 22, 2023
BC Conference Room, 2nd floor, Norbert Hill Center

Regular Meeting
8:30 AM Wednesday, August 23, 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. OATH OF OFFICE

- A. Anna John Resident Centered Care Community Board - Beverly Anderson**
Sponsor: Lisa Liggins, Secretary
- B. Oneida Election Board - Teresa Schuman**
Sponsor: Lisa Liggins, Secretary
- C. Oneida Police Commission - Richard VanBoxtel**
Sponsor: Lisa Liggins, Secretary
- D. Oneida Public Safety Pension Board - Rochel Smith**
Sponsor: Eric Boulanger, Chief of Police

V. MINUTES

- A. Approve the August 2, 2023, regular Business Committee meeting minutes**
Sponsor: Lisa Liggins, Secretary

VI. RESOLUTIONS

- A. Adopt resolution entitled Amendment to Labor Allocations Levels – 5 positions from Business Unit 4261007**
Sponsor: Mark W. Powless, General Manager
- B. Adopt resolution entitled Approval of Use of Economic Development, Diversification and Community Development Funds for a for a onetime startup payment of \$90,036 for Oneida Youth Leadership Institute (OYLI)**
Sponsor: Justin Nishimoto, Business Analyst
- C. Adopt resolution entitled Oneida Nation Assistance Fund Application Submission Period and Disbursement Time Frame for 2023**
Sponsor: Jennifer Hill-Kelley, Chair/Oneida Trust Enrollment Committee
- D. Adopt resolution entitled Elder Assistance Program Application Submission Period and Disbursement Time Frame for 2023**
Sponsor: Jennifer Hill-Kelley, Chair/Oneida Trust Enrollment Committee
- E. Adopt resolution entitled Amendments to BC Resolution # 11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue**
Sponsor: Lisa Liggins, Secretary
- F. Adopt resolution entitled Setting Supervision and Management of Direct Reports to the Oneida Business Committee and Political Appointments**
Sponsor: Lisa Liggins, Secretary

VII. APPOINTMENTS

- A. Determine next steps regarding one (1) vacancy - Anna John Resident Centered Care Community Board**
Sponsor: Lisa Liggins, Secretary
- B. Determine next steps regarding one (1) vacancy Oneida ESC Group, LLC**
Sponsor: Lisa Liggins, Secretary

VIII. STANDING COMMITTEES

- A. FINANCE COMMITTEE**
 - 1. Accept the July 31, 2023, regular Finance Committee meeting minutes**
Sponsor: Keith Doxtator, Chief Financial Officer
 - 2. Accept the August 14, 2023, regular Finance Committee meeting minutes**
Sponsor: Keith Doxtator, Chief Financial Officer

B. LEGISLATIVE OPERATING COMMITTEE

1. **Accept the July 18, 2023, regular Legislative Operating Committee meeting minutes**
Sponsor: David P. Jordan, Councilman
2. **Accept the August 3, 2023, regular Legislative Operating Committee meeting minutes**
Sponsor: David P. Jordan, Councilman
3. **Accept the Legislative Operating Committee 2020-2023 end of term report**
Sponsor: David P. Jordan, Councilman

IX. TRAVEL REPORTS

- A. **Approve the travel report - Secretary Lisa Liggins - Emerging Trends in Tribal Enrollment - Albuquerque, NM - April 24-27, 2023**
Sponsor: Lisa Liggins, Secretary
- B. **Approve the travel report - Councilman Kirby Metoxen - Annual American Indian Tourism Conference - Funner, CA - October 23-28, 2022**
Sponsor: Kirby Metoxen, Councilman
- C. **Approve the travel report - Councilman Kirby Metoxen - Indian Gaming Tradeshow & Convention - San Diego, CA - March 27-31, 2023**
Sponsor: Kirby Metoxen, Councilman
- D. **Approve the travel report - Councilman Kirby Metoxen - North American Indigenous Games - Halifax, NS - July 15-19, 2023**
Sponsor: Kirby Metoxen, Councilman

X. TRAVEL REQUESTS

- A. **Approve the travel request - Chairman Tehassi Hill - Government Accountability Office (GAO) Tribal Advisory Council (TAC) - Oklahoma - September 18-21, 2023**
Sponsor: Tehassi Hill, Chairman
- B. **Approve the travel request - Chairman Tehassi Hill - Democratic Senatorial Campaign Committee Retreat - Solvang, CA - October 5-7, 2023**
Sponsor: Tehassi Hill, Chairman
- C. **Approve the travel request - Oneida Business Committee - National Congress of American Indians (NCAI) Convention & Marketplace - New Orleans, LA - November 12-17, 2023**
Sponsor: Lisa Liggins, Secretary
- D. **Enter the e-poll results into the record regarding the approved travel request for Councilman Kirby Metoxen to attend the 2023 Wisconsin State Fair in West Allis, WI - August 4-6, 2023**
Sponsor: Lisa Liggins, Secretary

- E. **Enter the e-poll results into the record regarding the failed approval of the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023**
Sponsor: Lisa Liggins, Secretary

XI. NEW BUSINESS

- A. **Accept the 2023 General Election final report and declare the official results**
Sponsor: Tina Skenandore, Chair/Oneida Election Board
- B. **Approve the revised 2023 and new 2024 Oneida Business Committee Standing Meeting Schedule**
Sponsor: Lisa Liggins, Secretary
- C. **Approve the job descriptions for job # 03104, 03113, 03340, 03341, 03342**
Sponsor: Tehassi Hill, Chairman
- D. **Post one (1) vacancy - Oneida Gaming Commission**
Sponsor: Lisa Liggins, Secretary
- E. **Enter the e-poll results into the record regarding granted express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to § 121.5-4(2) of the Budget and Finances law**
Sponsor: Lisa Liggins, Secretary
- F. **Enter the e-poll results into the record regarding the approved nomination of Jennifer Webster to the CDC Tribal Advisory Committee and Debra Danforth as her authorized representative, and authorization of Chairman Tehassi Hill to sign the nomination letter**
Sponsor: Lisa Liggins, Secretary

XII. REPORTS

- A. **OPERATIONAL (10:30 a.m.)**
1. **Accept the Emergency Management FY-2023 3rd quarter report**
Sponsor: Kaylynn Gresham, Director/Emergency Management
- B. **ELECTED BOARDS, COMMITTEES, COMMISSIONS (10:30 a.m.)**
1. **Accept the Oneida Nation School Board FY-2023 3rd quarter report**
Sponsor: Sacheen Lawrence, Chair/Oneida Nation School Board
- C. **TRIBALLY CHARTERED ENTITIES (11:00 a.m.)**
1. **Accept the Bay Bancorporation, Inc. FY-2023 3rd quarter report**
Sponsor: Jeff Bowman, President/Bay Bank
 2. **Accept the Oneida Airport Hotel Corporation FY-2023 3rd quarter report**
Sponsor: Kathy Hughes, Chair/Oneida Airport Hotel Corporation

3. **Accept the Oneida ESC Group, LLC FY-2023 3rd quarter report**
Sponsor: John Breuninger, Chair/Oneida ESC Group Board of Managers
4. **Accept the Oneida Golf Enterprise FY-2023 3rd quarter report**
Sponsor: Justin Nishimoto, Agent/Oneida Golf Enterprise

D. STANDING COMMITTEES

1. **Accept the Community Development Planning Committee FY-2023 3rd quarter report**
Sponsor: Brandon Stevens, Vice-Chairman
2. **Accept the Finance Committee FY-2023 3rd quarter report**
Sponsor: Keith Doxtator, Chief Financial Officer
3. **Accept the Legislative Operating Committee FY-2023 3rd quarter report**
Sponsor: David P. Jordan, Councilman
4. **Accept the Quality of Life Committee FY-2023 3rd quarter report**
Sponsor: Daniel Guzman King, Councilman

XIII. GENERAL TRIBAL COUNCIL

- A. **Approve the notice and materials for the October 8, 2023, tentatively scheduled special General Tribal Council meeting**
Sponsor: Lisa Liggins, Secretary

XIV. EXECUTIVE SESSION

A. REPORTS

1. **Accept the Chief Counsel report**
Sponsor: Jo Anne House, Chief Counsel
2. **Accept the General Manager report (10:30 a.m.)**
Sponsor: Mark W. Powless, General Manager
3. **Accept the Intergovernmental Affairs, Communications, and Self-Governance August 2023 report**
Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs
4. **Accept the Chief Financial Officer August 2023 report**
Sponsor: Keith Doxtator, Chief Financial Officer
5. **Accept the Executive HR Director FY-2023 3rd quarter report (9:30 a.m.)**
Sponsor: Todd VanDen Heuvel, Executive HR Director
6. **Accept the Retail General Manager FY-2023 3rd quarter report (9:00 a.m.)**
Sponsor: Debra Powless, Retail General Manager

7. **Accept the Security Director FY-2023 3rd quarter report (10:00 a.m.)**
Sponsor: Katsitsityo Danforth, Security Director
8. **Accept the Treasurer's July 2023 report (11:00 a.m.)**
Sponsor: Keith Doxtator, Chief Financial Officer
9. **Accept the Bay Bancorporation, Inc. FY-2023 3rd quarter executive report (1:30 p.m.)**
Sponsor: Jeff Bowman, President/Bay Bank
10. **Accept the Oneida Airport Hotel Corporation FY-2023 3rd quarter executive report (2:30 p.m.)**
Sponsor: Kathy Hughes, Chair/Oneida Airport Hotel Corporation
11. **Accept the Oneida ESC Group, LLC FY-2023 3rd quarter executive report (2:00 p.m.)**
Sponsor: John Breuninger, Chair/Oneida ESC Group Board of Managers
12. **Accept the Oneida Golf Enterprise FY-2023 3rd quarter executive report (3:00 p.m.)**
Sponsor: Justin Nishimoto, Agent/Oneida Golf Enterprise
13. **Accept the Business Analyst FY-2023 3rd quarter report**
Sponsor: Justin Nishimoto, Business Analyst

B. NEW BUSINESS

1. **Accept the August 1, 2022, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
2. **Accept the September 6, 2022, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
3. **Accept the October 10, 2022, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
4. **Accept the October 31, 2022, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
5. **Accept the December 5, 2022, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
6. **Accept the January 3, 2023, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
7. **Accept the March 7, 2023, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
8. **Accept the April 3, 2023, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant

9. **Accept the May 1, 2023, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
10. **Accept the June 15, 2023, Business Committee Officer meeting notes**
Sponsor: Danelle Wilson, Executive Assistant
11. **Review application(s) for one (1) vacancy - Anna John Resident Centered Care Community Board**
Sponsor: Lisa Liggins, Secretary
12. **Review application(s) for one (1) vacancy - Oneida ESC Group, LLC**
Sponsor: Lisa Liggins, Secretary

XV. 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

Anna John Resident Centered Care Community Board - Beverly Anderson

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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: August 15, 2023

RE: Oath of Office – Anna John Resident Centered Care Community Board

Background

On August 2, 2023, the Oneida Business Committee appointed Beverly Anderson to the Anna John Resident Centered Care Community Board.

Oneida Election Board - Teresa Schuman

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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: August 15, 2023

RE: Oath of Office – Oneida Election Board

Background

On August 2, 2023, the Oneida Business Committee appointed Teresa Schuman to the Oneida Election Board.

Oneida Police Commission - Richard VanBoxtel

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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: August 15, 2023

RE: Oath of Office – Oneida Police Commission

Background

On August 2, 2023, the Oneida Business Committee appointed Richard VanBoxtel to the Oneida Police Commission.

Oneida Public Safety Pension Board - Rochel Smith

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

- Open Executive – must qualify under §107.4-1.
Justification: *Choose or type justification.*

3. Requested Motion:

- Accept as information; OR

Administer the Oath of Office to Rochel Smith to serve on the Oneida Public Safety Pension Board.

4. Areas potentially impacted or affected by this request:

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

5. Additional attendees needed for this request:

Nathan Ness

Rochel Smith

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Eric Boulanger, Chief of Police

Primary Requestor: Nathan Ness, Sergeant




Oneida Police Department

P.O. Box 365, Oneida, WI 54155

Eric H. Boulanger
Chief of Police



MEMORANDUM

To: Oneida Business Committee
From: Eric Boulanger, Chief of Police 
Date: August 4, 2023
Subj: Oneida Public Safety Pension Board

This is a request to fill a vacant position on the Public Safety Pension Board. Rochel Smith has been selected and will fill the remainder of the two (2) year term which expires on February 29, 2024.

Approve the August 2, 2023, regular Business Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 checked="" type="checkbox"/> Not Applicable | <input type="checkbox"/> Other: <i>Describe</i> | |

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

DRAFT**Oneida Business Committee**

Executive Session
8:30 AM Tuesday, August 01, 2023
Virtual Meeting – Microsoft Teams¹

Regular Meeting
8:30 AM Wednesday, August 02, 2023
Virtual Meeting – Microsoft Teams

Minutes**EXECUTIVE SESSION:**

Present: Chairman Tehassi Hill, Vice-Chairman Brandon Stevens, Secretary Lisa Liggins, Council members: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster;

Not Present: Treasurer Tina Danforth;

Arrived at: n/a

Others present: Jo Anne House, Melinda J. Danforth, Keith Doxtator, Mark W. Powless, Todd VanDen Heuvel, Louise Cornelius, Debra Powless, Katsitsiyo Danforth, Justin Nishimoto, Chad Fuss, William Gollnick, Brandon Wisneski, Tana Aguirre, James Petitjean, Melanie Burkhart, Shannon Stone, Nicole Rommel, Shane Archiquette, Josephine Skenandore, Dana McLester, Mercie Danforth, Lisa Summers, Kristine Hill;

REGULAR MEETING

Present: Chairman Tehassi Hill, Secretary Lisa Liggins, Council members: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster;

Not Present: Vice-Chairman Brandon Stevens, Treasurer Tina Danforth;

Arrived at: n/a

Others present: Jo Anne House, Keith Doxtator, Mark W. Powless, Todd VanDen Heuvel, Kaylynn Gresham, Danelle Wilson, Rhiannon Metoxen, Kristal Hill, Clorissa Leeman, Chad Fuss, RaLinda Ninham-Lamberies, Matthew Denny, Melanie Burkhart, Lori Hill, Tina Jorgensen, Nicole Rommel, Shannon Stone, Shane Archiquette, Debra Danforth, Jacqueline Smith, Grace Elliott, Lisa Summers, Marilyn King, Carol Stiff, Sam VanDen Heuvel, Paul Witek, Eliza Skenandore, Elijah Metoxen, Arlouine Bain, Larry Hill, Kristine Hill, Jameson Wilson, Patricia King, Debbie Melchert, Brooke Doxtator, Martin Prevost, Kathleen Metoxen, Carol Silva, Bonnie Pigman, Shannon Davis, Reynold Danforth, Jonas Hill, Michelle Braaten, Cody Cottrell, Richard VanBoxtel, Gerald Cornelius, Michael Coleman, Bridget John, Chris Cornelius, Eric Boulanger, Tamara Vanschyndel, John Danforth, Mary Graves, Fawn Billie, Aliskwet Ellis;

I. CALL TO ORDER

Meeting called to order by Chairman Tehassi Hill at 8:30 a.m.

For the record: Vice-Chairman Brandon Stevens is excused and Treasurer Tina Danforth is out on leave.

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

DRAFT**II. OPENING (00:00:34)**

Opening provided by Councilman Kirby Metoxen.

A. Special recognition for years of service (00:01:41)

Sponsor: Todd VanDen Heuvel, Executive HR Director

Special recognition by Chairman Tehassi Hill of the following individuals: 40 years of service - David Charles and Jennifer Webster; 35 years of service - Elaine Parker, Sharon Summers, Cheryl Smith; 30 years of service - Kathleen Metoxen, Paul Hockers, Cindy Metoxen, Shelley Brusky, Robert Nehring, Brandie Neja, Amy Spychalski, Joseph Zember, Shawn Legare, Carol Baumgart, Georgia Stevens, Maurice Reed, Carlos Cornelius, Linda Kriescher, Maureen Metoxen, Laurel Meyerspooner, Harry Cornelius; 25 years of service - Roland Couture, Terry Thomas, Josephine Skenandore, Densie Johnson, Teresa Holschuh Sieja, Carrie Lindsey, Lisa Metoxen

III. ADOPT THE AGENDA (00:06:06)

Motion by Lisa Liggins to adopt the agenda with seven (7) changes [1) delete item entitled Approve the notice and materials for the September 25, 2023, tentatively scheduled special General Tribal Council meeting; 2) delete item entitled Approve the notice and materials for the October 8, 2023, tentatively scheduled special General Tribal Council meeting; 3) delete item entitled Review OBC SOP entitled Business Committee Travel; 4) add Travel Request item entitled Reconsider the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023; 5) add Executive Session, New Business item entitled Determine next steps regarding draft Business Committee recommendations regarding petition # 2023-29, 30, 31, 32; 6) add Executive Session, New Business item entitled Discuss draft FY-2024 budget and determine next steps; 7) add Executive Session, Report item entitled Accept the Treasurer's June 2023 report], seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

IV. OATH OF OFFICE**A. Oneida Public Safety Pension Board - Rochel Smith (00:09:35)**

Sponsor: Eric Boulanger, Oneida Chief of Police

Rochel Smith was not present.

V. MINUTES**A. Approve the July 5, 2023, emergency Business Committee meeting minutes (00:10:37)**

Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to approve the July 5, 2023, emergency Business Committee meeting minutes, seconded by David P. Jordan. Motion carried:

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

Abstained: Kirby Metoxen

Not Present: Tina Danforth, Brandon Stevens

DRAFT

- B. Approve the July 12, 2023, regular Business Committee meeting minutes (00:11:30)**
Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to approve the July 12, 2023, regular Business Committee meeting minutes, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

VI. RESOLUTIONS

- A. Adopt resolution entitled Authorizing Use of Carry Over Funds For Transit Garage Project (00:11:57)**
Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-A Authorizing Use of Carry Over Funds For Transit Garage Project, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

- B. Adopt resolution entitled Amendment to Labor Allocations Levels – 1 Position from Business Unit 4225001 (00:16:45)**
Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-B Amendment to Labor Allocations Levels – 1 Position from Business Unit 4225001, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer
Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

- C. Adopt resolution entitled Amendment to Labor Allocations Levels – 1 Position from Business Unit 4225033 (00:22:03)**
Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-C Amendment to Labor Allocations Levels – 1 Position from Business Unit 4225033, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer
Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

DRAFT**D. Adopt resolution entitled Amendment to Labor Allocations Levels – 2.5 Positions from Business Unit 4240001 (00:23:08)**

Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-D Amendment to Labor Allocations Levels – 2.5 Positions from Business Unit 4240001, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Jennifer Webster
 Abstained: Lisa Liggins, Kirby Metoxen
 Not Present: Tina Danforth, Brandon Stevens

For the record: Councilman Kirby Metoxen stated, that's my son that put in the request, so I abstained from it, thank you.

E. Adopt resolution entitled Amendment to Labor Allocations Levels – 1 Position from Business Unit 4251001 (00:24:06)

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to adopt resolution entitled 08-02-23-E Amendment to Labor Allocations Levels – 1 Position from Business Unit 4251001, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
 Abstained: Lisa Liggins
 Not Present: Tina Danforth, Brandon Stevens

F. Adopt resolution entitled Amendment to Labor Allocations Levels – 1 Position from Business Unit 4263027 (00:26:07)

Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-F Amendment to Labor Allocations Levels – 1 Position from Business Unit 4263027, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
 Abstained: Lisa Liggins
 Not Present: Tina Danforth, Brandon Stevens

G. Adopt resolution entitled Amendment to Labor Allocations Levels - 5 Political Appointment Positions (00:26:58)

Sponsor: Tehassi Hill, Chairman

Motion by David P. Jordan to adopt resolution entitled 08-02-23-G Amendment to Labor Allocations Levels – 5 Positions: OBC Support Staff, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
 Abstained: Lisa Liggins
 Not Present: Tina Danforth, Brandon Stevens

DRAFT

H. Adopt resolution entitled Approval of Use of Unclaimed Per Capita Infrastructure Funds for Highway 172 Utility Improvement Project (00:29:20);(02:05:17)
Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to table item VI.H. Adopt resolution entitled Approval of Use of Unclaimed Per Capita Infrastructure Funds for Highway 172 Utility Improvement Project, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

Item VI.I. was addressed next.

Motion by Lisa Liggins to take item VI.H. Adopt resolution entitled Approval of Use of Unclaimed Per Capita Infrastructure Funds for Highway 172 Utility Improvement Project from the table, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-S Approval of Use of Unclaimed Per Capita Infrastructure Funds for Highway 172 Utility Improvement Project, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

Motion by Lisa Liggins to direct the Chief Financial Officer to complete the necessary follow up to remove the duplicate funding from the draft FY-2024 budget, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

Item XIII.A.1. was addressed next.

I. Adopt resolution entitled Support for Judicare Legal Aid Participation in the Tribal Civil Legal Assistance Program Grant (00:41:27)
Sponsor: Jo Anne House, Chief Counsel

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-H Support for Judicare Legal Aid Participation in the Tribal Civil Legal Assistance Program Grant, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

DRAFT

- J. Adopt resolution entitled Approval of the 2023-2024 Alcohol Beverage License for Oneida Airport Hotel Corporation (00:43:26)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-I Approval of the 2023-2024 Alcohol Beverage License for Oneida Airport Hotel Corporation, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

For the record: Secretary Lisa Liggins stated, I'm abstaining for all of the alcohol beverage licensing resolutions because I do not believe these resolutions address the gap that exists due to the municipal licenses expiring in June of this year, meaning our licenses for 2022-2023 also expired in June based on the verbiage in the resolve. However, I do want to thank the Licensing Department for addressing another one of my concerns, that being that the resolutions themselves have been very stagnant year over year, it was very hard to tell which licensing period they were referencing. So, they did make an improvement there in identifying that this licensing period is for 2023-2024, and I do appreciate that. Thank you.

- K. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida West Mason Casino (00:49:25)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-J Approval of 2023-2024 Alcohol Beverage License for the Oneida West Mason Casino, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

- L. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida Nation Four Paths (00:49:55)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-K Approval of 2023-2024 Alcohol Beverage License for the Oneida Nation Four Paths, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

- M. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop – Packerland (00:50:26)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-L Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - Packerland, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

DRAFT**N. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - E & EE (00:51:04)**

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-M Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - E & EE, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens**O. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida Bingo & Casino (00:51:37)**

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-N Approval of 2023-2024 Alcohol Beverage License for the Oneida Bingo & Casino, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens**P. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida Golf Enterprises (00:52:03)**

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-O Approval of 2023-2024 Alcohol Beverage License for the Oneida Golf Enterprises, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens**Q. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - Larsen (00:52:32)**

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-P Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - Larsen, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens**R. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - Westwind (00:53:00)**

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-Q Approval of 2023-2024 Alcohol Beverage License for the Oneida One Stop - Westwind, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

DRAFT

- S. Adopt resolution entitled Approval of 2023-2024 Alcohol Beverage License for the Oneida Casino Travel Center (00:53:31)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to adopt resolution entitled 08-02-23-R Approval of 2023-2024 Alcohol Beverage License for the Oneida Casino Travel Center, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Jennifer Webster
Abstained: Lisa Liggins
Not Present: Tina Danforth, Brandon Stevens

- T. Enter the e-poll results into the record regarding the adopted BC resolution 07-13-23-A Approving the use of Paid Work Time for Employees - Great Law Recital - August 7-10, 2023 (00:54:31)**
Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to enter the e-poll results into the record regarding the adopted BC resolution 07-13-23-A Approving the use of Paid Work Time for Employees - Great Law Recital - August 7-10, 2023, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

For the record: Councilman Kirby Metoxen stated, I did oppose only because we had requested a recommendation from the GMs and Finance, and they recommended four hours and that's what they could afford and I guess work with. Then we turned around and went to eight hours. So, I just for the record, I supported the four hours worked at of the recommendation from the GMs and Finance. I'm supporting this because it is just approving the e-poll which I opposed [to be entered into the record].

VII. APPOINTMENTS

- A. Determine next steps regarding two (2) vacancies - Anna John Resident Centered Care Community Board (00:56:05)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the selected applicant, to appoint Beverly Anderson to the Anna John Resident Centered Care Community Board with the term ending July 31, 2027, and to direct the Secretary to re-notice the remaining vacancy, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

- B. Determine next steps regarding the one (1) vacancy - Oneida Election Board (00:57:12)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the selected applicant and to appoint Teresa Schuman to the Oneida Election Board with the term ending July 31, 2024, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

DRAFT

- C. Determine next steps regarding two (2) vacancies - Oneida Police Commission (00:57:55)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the selected applicant, to appoint Richard VanBoxtel to the Oneida Police Commission with the term ending July 31, 2028, and to direct the Secretary to re-notice the remaining vacancy, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

VIII. STANDING COMMITTEES**A. FINANCE COMMITTEE**

- 1. Accept the July 3, 2023, regular Finance Committee meeting minutes (00:58:50)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Lisa Liggins to accept the July 3, 2023, regular Finance Committee meeting minutes, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

- 2. Accept the July 17, 2023, regular Finance Committee meeting minutes (01:00:10)**
Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to accept the July 17, 2023, regular Finance Committee meeting minutes, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

B. LEGISLATIVE OPERATING COMMITTEE

- 1. Accept the June 21, 2023, regular Legislative Operating Committee meeting minutes (01:00:43)**
Sponsor: David P. Jordan, Councilman

Motion by Jennifer Webster to accept the June 21, 2023, regular Legislative Operating Committee meeting minutes, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Jennifer Webster
Abstained: Kirby Metoxen
Not Present: Tina Danforth, Brandon Stevens

DRAFT**2. Accept the July 10, 2023, regular Legislative Operating Committee meeting minutes (01:01:28)**

Sponsor: David P. Jordan, Councilman

Motion by Jennifer Webster to accept the July 10, 2023, regular Legislative Operating Committee meeting minutes, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

IX. TRAVEL REPORTS**A. Approve the travel report and travel expenses - Secretary Lisa Liggins and Councilman Daniel Guzman King - Assembly Democratic Campaign Committee Fundraiser - Wisconsin Dells, WI - July 25-27, 2023 (01:01:57)**

Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to approve the travel report and travel expenses from Secretary Lisa Liggins and Councilman Daniel Guzman King for the Assembly Democratic Campaign Committee Fundraiser in Wisconsin Dells, WI - July 25-27, 2023, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

X. TRAVEL REQUESTS**A. Approve the travel request - Councilwoman Jennifer Webster - Indian Health Service's Tribal Self-Governance Advisory Committee Meeting - Washington, D.C. - August 29-September 1, 2023 (01:03:35)**

Sponsor: Jennifer Webster, Councilwoman

Motion by David P. Jordan to approve the travel request for Councilwoman Jennifer Webster to attend the Indian Health Service's Tribal Self-Governance Advisory Committee Meeting in Washington, D.C. - August 29-September 1, 2023, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

B. Approve the travel request - Councilwoman Jennifer Webster - Dept. of Health & Human Services Secretary's Tribal Advisory Committee meeting - Rapid City, SD - September 11-15, 2023 (01:04:41)

Sponsor: Jennifer Webster, Councilwoman

Motion by David P. Jordan to approve the travel request for Councilwoman Jennifer Webster to attend the Dept. of Health & Human Services Secretary's Tribal Advisory Committee meeting in Rapid City, SD - September 11-15, 2023, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**C. Approve the travel request - Councilman Kirby Metoxen - State Tribal Consultation Department of Agriculture, Trade and Consumer Protection (DATCP) & Tourism - Madison, WI - August 15-17, 2023 (01:05:42)**

Sponsor: Kirby Metoxen, Councilman

Motion by Jennifer Webster to approve the travel request for Councilman Kirby Metoxen to attend the State Tribal Consultation Department of Agriculture, Trade and Consumer Protection (DATCP) & Tourism in Madison, WI - August 15-17, 2023, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Jennifer Webster
 Abstained: Kirby Metoxen
 Not Present: Tina Danforth, Brandon Stevens

D. Enter the e-poll results into the record regarding the approved travel for Secretary Lisa Liggins to attend the Assembly Democratic Campaign Fundraiser in Wisconsin Dells, WI - July 25-26, 2023 (01:06:23)

Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to enter the e-poll results into the record regarding the approved travel for Secretary Lisa Liggins to attend the Assembly Democratic Campaign Fundraiser in Wisconsin Dells, WI July 25-26, 2023, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
 Not Present: Tina Danforth, Brandon Stevens

E. Enter the e-poll results into the record regarding the approved travel for Councilwoman Jennifer Webster to attend the National Tribal Opioid Summit in Seattle, WA - August 22-25, 2023 (01:07:00)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to enter the e-poll results into the record regarding the approved travel for Councilwoman Jennifer Webster to attend the National Tribal Opioid Summit in Seattle, WA - August 22-25, 2023, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
 Not Present: Tina Danforth, Brandon Stevens

DRAFT

- F. Reconsider the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5, 2023² (01:08:09)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to reconsider the travel request in accordance with §219.16-1. for Cultural Heritage for four (4) employees to travel to Belleville, Ontario - August 2-5, 2023, seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

Motion by Lisa Liggins to approve the travel request in accordance with §219.16-1. for Cultural Heritage to have four (4) employees travel to Belleville, Ontario - August 2-5, 2023, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

XI. NEW BUSINESS

- A. Approve the CIP # 21-104 Gaming Commission Relocation project cancellation request (01:12:04)**
Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to approve the CIP # 21-104 Gaming Commission Relocation project cancellation request, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen
Opposed: Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

For the record: Councilwoman Jennifer Webster stated, I just want the tribe to be able to rent all that space to outside dollars instead of renting it to our own people. We're just putting money from one pocket to the other. Thank you.

For the record: Secretary Lisa Liggins stated, I understand Councilwoman Webster's concerns, and I believe that through the project that Gaming operations is proposing, that her concern will be addressed in the next few years. I understand the concern and I think that it will get addressed, it's just not going to get addressed as timely as we would like to see. Thank you.

- B. Post one (1) vacancy - Oneida Youth Leadership Institute Board (01:34:40)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to approve to post one (1) vacancy - Oneida Youth Leadership Institute Board, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

² The travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5, 2023, was processed for approval by an e-poll which closed on August 1, 2023. The approval of the travel request failed and is being reconsidered under 5.1.a. of the OBC SOP entitled Conducting Electronic Voting (E-Polls).

DRAFT**C. Post one (1) vacancy - Oneida Community Library Board (01:35:10)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to approve to post one (1) vacancy - Oneida Community Library Board, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

D. Enter the e-poll results into the record regarding the canceled July 26, 2023, regular Business Committee meeting and the rescheduled August 9, 2023, regular Business Committee meeting to August 2, 2023 (01:35:34)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to enter the e-poll results into the record regarding to cancel the July 26, 2023, regular Business Committee meeting and reschedule the August 9, 2023, regular Business Committee meeting to August 2, 2023, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

E. Enter the e-poll results into the record regarding the approved OBC SOP Approve the Hiring, Negotiating, and Termination of Political Appointment Staff (01:36:53)

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to enter the e-poll results into the record regarding the approved OBC SOP Approve the Hiring, Negotiating, and Termination of Political Appointment Staff, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

The Oneida Business Committee, by consensus, took a five minute recess at 10:10 a.m.

Meeting called to order by Chairman Tehassi Hill at 10:16 a.m.

XII. REPORTS**A. OPERATIONAL****1. Accept the Big Bear Media FY-2023 3rd quarter report (01:38:08)**

Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to accept the Big Bear Media FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**2. Accept the Comprehensive Health Division FY-2023 3rd quarter report (01:40:27)**

Sponsor: Mark W. Powless, General Manager

Motion by Jennifer Webster to accept the Comprehensive Health Division FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

3. Accept the Comprehensive Housing Division FY-2023 3rd quarter report (01:43:17)

Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to accept the Comprehensive Housing Division FY-2023 3rd quarter report, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

4. Accept the Digital Technology Services FY-2023 3rd quarter report (01:44:05)

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to accept the Digital Technology Services FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

5. Accept the Education and Training FY-2023 3rd quarter report (01:44:55)

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to accept the Education and Training FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

6. Accept the Environmental, Health, Safety, Land, & Agriculture Division FY-2023 3rd quarter report (01:45:28)

Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to accept the Environmental, Health, Safety, Land, & Agriculture Division FY-2023 3rd quarter report, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**7. Accept the Governmental Services Division FY-2023 3rd quarter report (01:46:28)**

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to accept the Governmental Services Division FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

8. Accept the Grants FY-2023 3rd quarter report (01:47:01)

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to accept the Grants FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

9. Accept the Public Works Division FY-2023 3rd quarter report (01:49:14)

Sponsor: Mark W. Powless, General Manager

Motion by David P. Jordan to accept the Public Works Division FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

10. Accept the Tribal Action Plan FY-2023 3rd quarter report (01:49:47)

Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to accept the Tribal Action Plan FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

B. APPOINTED BOARDS, COMMITTEES, COMMISSIONS**1. Accept the Anna John Resident Centered Care Community Board FY-2023 3rd quarter report (01:50:30)**

Sponsor: Jeanette Ninham, Chair/Anna John Resident Centered Care Community Board

Motion by David P. Jordan to accept the Anna John Resident Centered Care Community Board FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**2. Accept the Oneida Environmental Resources Board FY-2023 3rd quarter memorandum (01:51:10)**

Sponsor: Lisa Liggins, Secretary

Motion by David P. Jordan to accept the Oneida Environmental Resources Board FY-2023 3rd quarter memorandum, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

3. Accept the Oneida Nation Arts Board FY-2023 3rd quarter report (01:53:51)

Sponsor: Cody Cottrell, Chair/Oneida Nation Arts Board

Motion by David P. Jordan to accept the Oneida Nation Arts Board FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

4. Accept the Oneida Community Library Board FY-2023 3rd quarter report (01:54:23)

Sponsor: Bridget John, Chair/Oneida Community Library Board

Motion by David P. Jordan to accept the Oneida Community Library Board FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

5. Accept the Oneida Nation Veterans Affairs Committee FY-2023 3rd quarter report (01:54:53)

Sponsor: Gerald Cornelius, Chair/Oneida Nation Veterans Affairs Committee

Motion by David P. Jordan to accept the Oneida Nation Veterans Affairs Committee FY-2023 3rd quarter report, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

6. Accept the Oneida Personnel Commission FY-2023 3rd quarter memorandum (01:55:26)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the Oneida Personnel Commission FY-2023 3rd quarter memorandum with one (1) noted change [1] under Background, fourth bullet, correct "Carol" to "Carole"], seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**7. Accept the Oneida Police Commission FY-2023 3rd quarter report (01:57:14)**

Sponsor: Richard VanBoxtel, Chair/Oneida Police Commission

Motion by Jennifer Webster to accept the Oneida Police Commission FY-2023 3rd quarter report, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

8. Accept the Pardon and Forgiveness Screening Committee FY-2023 3rd quarter report (01:57:47)

Sponsor: Eric Boulanger, Chair/Pardon and Forgiveness Screening Committee

Motion by David P. Jordan to accept the Pardon and Forgiveness Screening Committee FY-2023 3rd quarter report, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

9. Accept the Southeastern Wisconsin Oneida Tribal Services Advisory Board FY-2023 3rd quarter report (01:58:19)

Sponsor: Diane Hill, Chair/Southeastern Wisconsin Oneida Tribal Services Advisory Board

Motion by Jennifer Webster to accept the Southeastern Wisconsin Oneida Tribal Services Advisory Board FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

C. ELECTED BOARDS, COMMITTEES, COMMISSIONS**1. Accept the Oneida Election Board FY-2023 3rd quarter report (02:00:00)**

Sponsor: Tina Skenandore, Chair/Oneida Election Board

Motion by David P. Jordan to accept the Oneida Election Board FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

2. Accept the Oneida Gaming Commission FY-2023 3rd quarter report (02:00:45)

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

Motion by David P. Jordan to accept the Oneida Gaming Commission FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**3. Accept the Oneida Land Claims Commission FY-2023 3rd quarter report (02:01:17)**

Sponsor: Chris Cornelius, Chair/Oneida Land Claims Commission

Motion by Kirby Metoxen to accept the Oneida Land Claims Commission FY-2023 3rd quarter report, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

4. Accept the Oneida Land Commission FY-2023 3rd quarter report (02:01:55)

Sponsor: Sidney White, Chair/Oneida Land Commission

Motion by Kirby Metoxen to accept the Oneida Land Commission FY-2023 3rd quarter report, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

5. Accept the Oneida Nation Commission on Aging FY-2023 3rd quarter report (02:02:30)

Sponsor: Winnifred Thomas, Chair/Oneida Nation Commission on Aging

Motion by David P. Jordan to accept the Oneida Nation Commission on Aging FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

6. Oneida Nation School Board FY-2023 3rd quarter report (02:03:02)

Sponsor: Sacheen Lawrence, Chair/Oneida Nation School Board

Motion by Lisa Liggins to defer the Oneida Nation School Board FY-2023 3rd quarter report to the August 23, 2023, regular Business Committee meeting and to direct the BC liaison to follow up with the Oneida Nation School Board, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

7. Accept the Oneida Trust Enrollment Committee FY-2023 3rd quarter report (02:04:01)

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

Motion by David P. Jordan to accept the Oneida Trust Enrollment Committee FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**D. TRIBALLY CHARTERED ENTITIES****1. Accept the Oneida Youth Leadership Institute FY-2023 3rd quarter report (02:04:33)**

Sponsor: Marlon Skenandore, Chair/Oneida Youth Leadership Institute

Motion by Jennifer Webster to accept the Oneida Youth Leadership Institute FY-2023 3rd quarter report, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

Item VI.H. was addressed next.

XIII. EXECUTIVE SESSION**A. REPORTS****1. Accept the Chief Counsel report (02:08:43)**

Sponsor: Jo Anne House, Chief Counsel

Motion by Lisa Liggins to accept the Chief Counsel report and to approve the limited waiver of sovereign immunity as set forth in section 5 of the Duck Creek Driveway Land Use License Agreement, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

2. Accept the General Manager report (02:09:16)

Sponsor: Mark W. Powless, General Manager

Motion by Lisa Liggins to accept the General Manager report, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

3. Accept the Intergovernmental Affairs, Communications, and Self-Governance July 2023 report (02:09:38)

Sponsor: Melinda J. Danforth, Director/Intergovernmental Affairs

Motion by Lisa Liggins to accept the Intergovernmental Affairs, Communications, and Self-Governance July 2023 report, to approve the nomination of Mr. Marlon Skenandore to the USDA Tribal Advisory Committee, and to direct Intergovernmental Affairs to work with the Chairman's office to submit the nomination, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**4. Accept the Gaming General Manager FY-2023 3rd quarter report (02:10:18)**

Sponsor: Louise Cornelius, Gaming General Manager

Motion by Jennifer Webster to accept the Gaming General Manager FY-2023 3rd quarter report, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

5. Defer the Executive HR Director FY-2023 3rd quarter report to the August 23, 2023, regular Business Committee meeting (02:10:44)

Sponsor: Todd VanDen Heuvel, Executive HR Director

Motion by Jennifer Webster to defer the Executive HR Director FY-2023 3rd quarter report to the August 23, 2023, regular Business Committee meeting, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

6. Retail General Manager FY-2023 3rd quarter report (02:11:18)

Sponsor: Debra Powless, Retail General Manager

Motion by Lisa Liggins to defer the Retail General Manager FY-2023 3rd quarter report to the August 23, 2023, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

7. Security Director FY-2023 3rd quarter report (02:11:47)

Sponsor: Katsitsiyo Danforth, Security Director

Motion by Lisa Liggins to defer the Security Director FY-2023 3rd quarter report to the August 23, 2023, regular Business Committee meeting, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

8. Accept the Treasurer's June 2023 report (02:12:53)

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Jennifer Webster to accept the Treasurer's June 2023 report, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**B. AUDIT COMMITTEE**

1. **Accept the May 18, 2023, regular Audit Committee meeting minutes (02:13:23)**
Sponsor: David P. Jordan, Councilman

Motion by Jennifer Webster to accept the May 18, 2023, regular Audit Committee meeting minutes, seconded by Lisa Liggins. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

2. **Accept the Audit Committee FY-2023 3rd quarter report (02:13:49)**
Sponsor: David P. Jordan, Councilman

Motion by Jennifer Webster to accept the Audit Committee FY-2023 3rd quarter report, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

C. NEW BUSINESS

1. **Approve a limited waiver of sovereign immunity - Culpepper and Associates - file # 2023-0294 (02:14:15)**
Sponsor: Todd VanDen Heuvel, Executive HR Director

Motion by Kirby Metoxen to approve a limited waiver of sovereign immunity - Culpepper and Associates - file # 2023-0294, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

2. **Approve a limited waiver of sovereign immunity - Acellus Educational Services LLC - file # 2023-0027 (02:14:43)**
Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to approve a limited waiver of sovereign immunity - Acellus Educational Services LLC - file # 2023-0027, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

3. **Accept the June 29, 2023, Business Committee Officer meeting notes (02:15:10)**
Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to accept the June 29, 2023, Business Committee Officer meeting notes, seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT**4. Approve employee contract - DR-16 - file # 2023-0741 (02:15:37)**

Sponsor: Tehassi Hill, Chairman

Motion by Lisa Liggins to approve the employee contract - DR-16 - file # 2023-0741 and to assign Vice-Chairman Brandon Stevens, Secretary Lisa Liggins, and Councilman David P. Jordan to a sub-team authorized to carry out any steps necessary for contract execution, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

5. Review application(s) for two (2) vacancies - Anna John Resident Centered Care Community Board (02:16:19)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding the applications for the Anna John Resident Centered Care Community Board vacancies as information, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

6. Review application(s) for one (1) vacancy - Oneida Election Board (02:16:57)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding the application for the Oneida Election Board vacancy as information, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

7. Review application(s) for two (2) vacancies - Oneida Police Commission (02:17:26)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding the application for the Oneida Police Commission vacancies as information, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

8. Determine next steps regarding draft Business Committee recommendations regarding petition # 2023-29, 30, 31, 32 (02:17:55)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding draft Business Committee recommendations regarding petition # 2023-29, 30, 31, 32 as information, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

DRAFT

9. Discuss draft FY-2024 budget and determine next steps (02:18:35)

Sponsor: Keith Doxtator, Chief Financial Officer

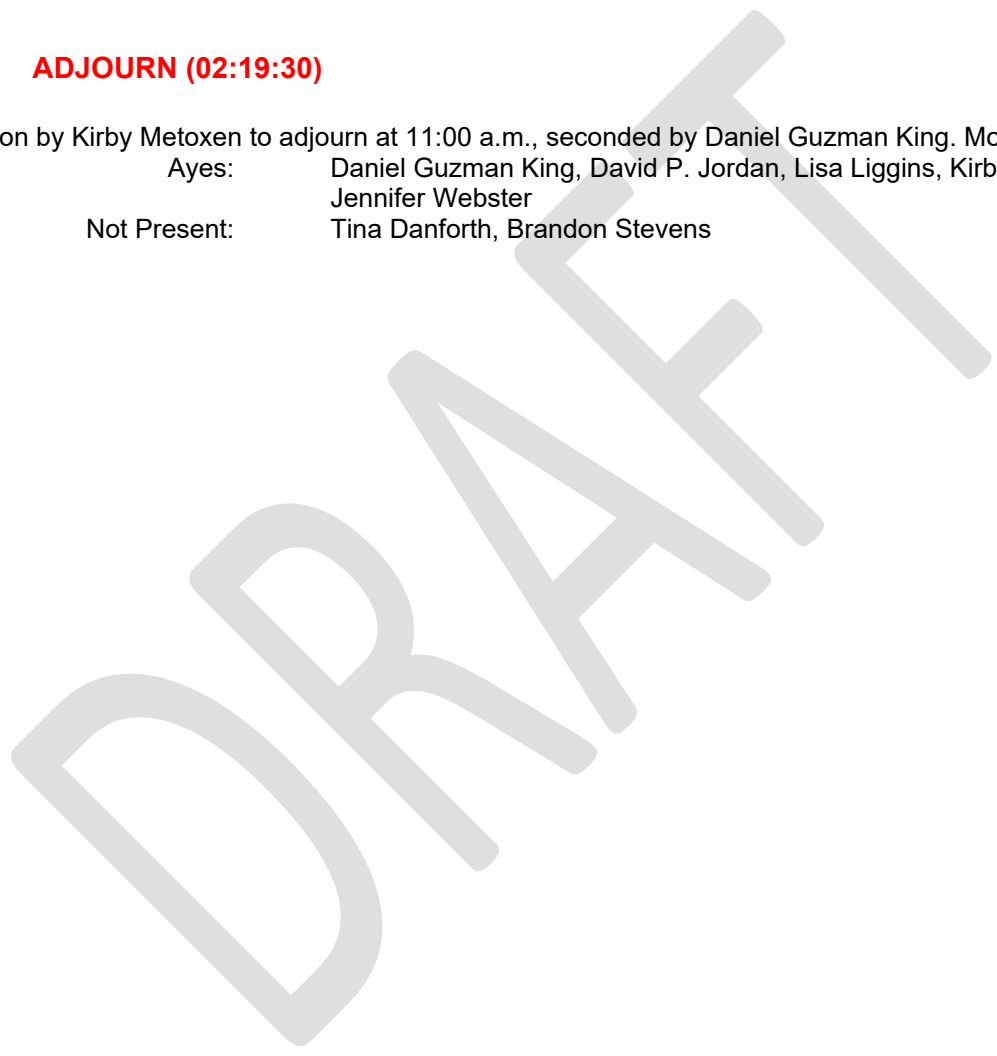
Motion by Lisa Liggins to accept the discussion regarding the draft FY-2024 budget as information and to schedule a special Business Committee meeting on Wednesday, August 16, 2023, at 3:00 p.m. for the purpose of approving the General Tribal Council meeting materials, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens

XIV. ADJOURN (02:19:30)

Motion by Kirby Metoxen to adjourn at 11:00 a.m., seconded by Daniel Guzman King. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster
Not Present: Tina Danforth, Brandon Stevens



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

Lisa Liggins, Secretary
ONEIDA BUSINESS COMMITTEE

Adopt resolution entitled Amendment to Labor Allocations Levels – 5 positions from Business Unit 426100

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve Unbudgeted Position Request

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: Comprehensive Housing

5. Additional attendees needed for this request:

Greg Matson, Residential Rental & Rehab Area Manager

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

- | | | |
|------------------------------------------------------------------------|-------------------------------------------------------------|---------------------------------------------------------|
| <input type="checkbox"/> Bylaws | <input checked="" 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 checked="" type="checkbox"/> Statement of Effect |
| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input checked="" type="checkbox"/> Other: Unbudgeted Position Request | | |

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: Lisa Rauschenbach, Comprehensive Housing Director

Comprehensive Housing Division
2913 Commissioner Street • P.O. Box 68 •
Oneida, WI 54155
oneida-nsn.gov



REPORT: Business Committee Agenda Request

To: Oneida Business Committee

From: Lisa Rauschenbach, Comprehensive Housing Division Director

Date: August 14, 2023

Subject: Unbudgeted Position Requests – 4 Carpenters, 1 Maintenance Supervisor

Request

The Comprehensive Housing Division is requesting support from the Oneida Business Committee for approval of 5 unbudgeted position requests for the following positions:

4 Carpenters
1 Maintenance Supervisor

Both position requests would fall under Tribal Contribution dollars and not HUD funded positions. The 4 carpenter positions would service the 101 general rental units and also assist with the rehab of Residential Sales Units.

Justification

To give some history, in October of 2017, the then Housing Authority joined with Land Management to combine residential services making the Comprehensive Housing Division. As a result of this merger, the Comprehensive Housing Division acquired 101 General Rental Units. During the merger there was an MOU created that outlined a 5 year transition period for providing funding of the repairs and maintenance of those units. Unfortunately the transfer of those funds never occurred and the general rental units were never addressed with the exception of emergency work orders in which are called in by the tenant.

Many of these units are in poor condition as they have not been serviced up until last fiscal year when budget dollars were approved in December 2022. The Comprehensive Housing Division has struggled to give these units the needed attention due to lack of resources and staff and the current workload that the division services.

Additionally when the merger occurred, there were 3 Maintenance positions that serviced these 101 units at Land Management. There was also one Resident Services Specialist that administratively serviced the units. The merger concluded with one Resident Services Specialist and 1 Maintenance Worker being transferred to the new Comprehensive Housing. (1 Maintenance Worker was sent to Plumbing and one retired.)

Prior to Merger

- 3 Maintenance Staff addressed General Rentals needs
- 1 Maintenance Supervisor
- 1 Resident Services

After Merger

- 0 Maintenance Staffing addressing General Rental needs
- 1 Resident Services

**Emergency Work Orders called in by tenants have been consistently addressed.*

4 Carpenter Positions: The 4 carpenter positions requested would assist the division with putting a much needed focus on the 101 residential rentals that has been neglected for the past. There are also preliminary plans to increase rental rates in the upcoming fiscal year to help address rental revenue that would in turn assist in repairs and preventative maintenance.

1 Maintenance Supervisor Position: The Maintenance Supervisor position that is being requested would oversee the work order crew and would be part of reorganization efforts of the Maintenance and Rehab department. As a working supervisor this position would be focused on work orders which would allow the Rehab Supervisor to be onsite to place more time and effort into vacant units.

Additionally this change and the hiring of this position would not only allow for rehab carpenters to do more work in the units but would result in savings in such duties as lawn duties and preventative maintenance. These changes would also allow for hiring more entry level maintenance staff. With proper training, these positions would lead to future succession planning efforts for the division.

Comprehensive Housing realizes the urgent need to address the housing needs of the Nation. With careful planning and collaboration, it has been identified that the hiring of these 5 positions would be the first step in addressing those needs.

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



**BC Resolution # Leave this line blank
Amendment to Labor Allocations Levels – 5 positions from Business Unit 4261007**

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- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the Budget and Finances law, 1 O.C. 121, governs the development, adoption and implementation of the fiscal year budget; and
- WHEREAS,** the Fiscal Year 2023 budget was adopted by the Oneida Business Committee, resolution # BC-12-28-22-D, and set the employee cap at 2200 FTEs; and
- WHEREAS,** the Budget and Finances law, 1 O.C. 121.9-3, and the *Employment Cap and Labor Allocations Level Standard Operating Procedure*, adopted by resolution # BC-09-28-22-D, directs that labor as set forth in the budget and the employment cap may be adjusted only by a resolution of the Oneida Business Committee in consideration of the financial capabilities identified by the Chief Financial Officer; and
- WHEREAS,** the organization, throughout the fiscal year, changes programming and business activities which require the transfer, re-assignment and development of new positions, which should be addressed within the current financial boundaries in the adopted budget; and
- WHEREAS,** where new positions and additional funding are needed, section 121.9-3 sets forth the requirement that these be approved by resolution as a tracking mechanism to allow the Treasurer, Chief Financial Officer and Oneida Business Committee to better manage the labor costs which make up most of the expenses within the budget; and
- WHEREAS,** the Oneida Business Committee has been presented with a request to amend the budget and/or labor allocations;

NOW THEREFORE BE IT RESOLVED, the Oneida Business Committee approves the following labor allocations and/or budget amendment:

Business Unit #	Job # - New	Job # - Old	Grade/Mid-Point Wage	Budget Amendment	Funding Source
4261007	03356	02821	12/26.67	\$7,337	Tribal Contribution
4261007	03356	02821	12/26.67	\$7,337	Tribal Contribution
4261007	03356	02821	12/26.67	\$7,337	Tribal Contribution
4261007	03356	02821	12/26.67	\$7,337	Tribal Contribution
4261007	03357	02810	15/30.00	\$8,253	Tribal Contribution

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Statement of Effect

Amendment to Labor Allocations Levels – 5 positions: Business Unit 4261007

Summary

This resolution approves the labor allocations and/or budget amendment for five (5) new positions for Business Unit #4261007.

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

Date: August 15, 2023

Analysis by the Legislative Reference Office

The Budget and Finances law (“the Law”) sets forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and establishes financial policies and procedures for the Nation which:

- institutionalize best practices in financial management to guide decision makers in making informed decisions regarding the provision of services, implementation of business plans for enterprises, investments, and capital assets;
- provide a long term financial prospective and strategic intent, linking budget allocations to organizational goals, as well as providing fiscal controls and accountability for results and outcomes;
- identify and communicate to the membership of the Nation spending decisions for the government function, grant obligations, enterprises, membership mandates, capital expenditures, technology projects, and capital improvement projects;
- establish a framework for effective financial risk management; and
- encourage participation by the Nation’s membership. [1 O.C. 121.1-1].

The Nation is required to develop, adopt, and manage an annual budget. [1 O.C. 121.5-1]. All revenues and expenditures of the Nation shall be in accordance with the annual budget. *Id.* The Nation’s annual budget is required to be a balanced budget, which does not propose to spend more funds than are reasonably expected to become available to the Nation during that fiscal year. *Id.* The Budget and Finances law provides for the process and procedures to be used for the development and adoption of the Nation’s budget. [1 O.C. 121.5-4].

The Budget and Finances law requires that the Treasurer and Chief Financial Officer (“CFO”) identify a maximum number of FTE employees to be employed by the Nation. [1 O.C. 121.9-1]. The Oneida Business Committee is then delegated the authority to approve this employment cap, and any amendments thereto, through the adoption of a resolution. *Id.* The Oneida Business Committee is required to review the employment cap shall on an annual basis. *Id.* The Nation is not allowed to exceed the number of FTE employees identified in the employment cap. [1 O.C. 121.9-1(b)].

The Treasurer, CFO, Executive Managers, and the Executive Human Resources Director then utilize the Nation's employment cap to develop a labor allocations list. [1 O.C. 121.9-2]. The labor allocations list identifies the number of FTE employees each employment area of the Nation is allocated. *Id.* The Oneida Business Committee is delegated the authority to adopt the labor allocation list, and any amendments thereto, through the adoption of a resolution. *Id.* The Oneida Business Committee is required to review the labor allocations list on an annual basis. *Id.* The total number of FTE employees identified in the labor allocations list is not allowed to exceed the Nation's employment cap. [1 O.C. 121.9-2(a)]. The Treasurer, CFO, Executive Managers, and Executive Human Resources Director were delegated the authority to develop a standard operating procedure which identifies a process for the consideration of requests to revise the labor allocations list. [1 O.C. 121.9-2(b)]. The Oneida Business Committee is responsible for approving this standard operating procedure, and any amendments thereto, through the adoption of a resolution. *Id.*

Any position which has not been specifically budgeted for and included in the labor allocation list is prohibited. [1 O.C. 121.9-3]. Budgeted labor dollars and approved positions are not transferrable in any form, except that the Oneida Business Committee may authorize an unbudgeted position for a fund unit. [1 O.C. 121.9-3(a)]. The CFO is required to provide the Oneida Business Committee a written fiscal analysis and any input on the potential unbudgeted position, and the Oneida Business Committee is then delegated the authority to authorize the unbudgeted position through the adoption of a resolution. *Id.*

The Oneida Business Committee adopted the Fiscal Year 2023 budget on December 28, 2022, through the adoption of resolution BC-12-28-22-D, *Adoption of Fiscal Year 2023 Budget*.¹ The Fiscal Year 2023 budget set the Nation's employee cap at two thousand two hundred (2,200) full time equivalent (FTE) employees.

The Oneida Business Committee adopted resolution BC-09-28-22-D, *Adoption of Standard Operating Procedure: Employment Cap and Labor Allocations Level – Budget and Finances Law, Chapter 121*, for the purpose of meeting the requirements of section 121.9-2(b) of the Budget and Finances law that there be a standard operating procedure which identifies a process for the consideration of requests to revise the labor allocations list.

¹ The Budget and Finances law provides that in the event that the General Tribal Council does not adopt a budget by September 30th, the Oneida Business Committee may adopt a continuing budget resolution until such time as a budget is adopted. [1 O.C. 121.5-4(e)(1)]. The Oneida Business Committee took action to adopt a continuing budget resolution through the adoption of resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*, which allowed organizational activities to continue until the final budget was presented for approval. Resolution BC-09-14-22-D provided that the continuing budget resolution would remain in effect from October 1, 2022, until December 31, 2022, or until the budget is adopted whichever is soonest. The Budget and Finances law then provides that if the General Tribal Council is not able to adopt a budget within three (3) months of the adoption of the continuing budget resolution, then the Oneida Business Committee shall proceed with the adoption of the Nation's budget. [1 O.C. 121.5-4(e)(1)]. The Fiscal Year 2023 Budget was not able to be presented to the General Tribal Council for adoption prior to September 30, 2022. The Oneida Business Committee then adopted a continuing resolution BC-09-14-22-D, *Continuing to Operate Fiscal Year 2023*. The Fiscal Year 2023 Budget was not presented to the General Tribal Council for consideration prior to the expiration of resolution BC-09-14-22-D, so the Oneida Business Committee then adopted the Fiscal Year 2023 Budget through resolution BC-12-28-22-D, *Adoption of Fiscal Year 2023 Budget*.

This resolution identifies that the organization, throughout the fiscal year, changes programming and business activities which require the transfer, re-assignment, and development of new positions, which should be addressed within the current financial boundaries in the adopted budget. Where new positions and additional funding are needed, the Budget and Finances law sets forth the requirement that these be approved by resolution as a tracking mechanism to allow the Treasurer, CFO, and Oneida Business Committee to better manage the labor costs which make up most of the expenses within the budget.

Through the adoption of this resolution the Oneida Business Committee approves the labor allocations and/or budget amendment for the additional five (5) new positions for Business Unit # 4261007 – four (4) positions at job number 03356 (formally job number 028021) and one (1) position at job number 03357 (formally job number 02810). The resolution identifies this position would be funded through tribal contribution, and that the cost would be a total of thirty-seven thousand six hundred and one dollars (\$37,601) for all five (5) positions.

The resolution is not clear as to whether it is seeking the amendment of the Nation's labor allocations, an amendment of the Nation's budget, or both. After the budget is adopted, amendments of the budget are not permitted unless it is necessary to avoid a budget deficit. [1 O.C. 121.5-5]. If an amendment to the Nation's budget is sought, the Treasurer and CFO are required to identify when forecasted revenue and forecasted expenses are impacted in a manner which creates a deficit for the current fiscal year. *Id.* The CFO is required to provide the Oneida Business Committee a written fiscal analysis and any input on the potential budget amendment. *Id.* This resolution does not provide whether the CFO has provided a fiscal analysis for any potential budget amendment, and the resolution does not identify whether an amendment to the budget for the addition of the five (5) noted positions would be necessary to avoid a budget deficit. The Oneida Business Committee is then responsible for adopting an amendment to the budget through resolution of the Nation. *Id.* The Oneida Business Committee is then required to present notification of the budget amendment at the next available General Tribal Council meeting. *Id.*

An amendment to the Nation's labor allocations is permitted if the Oneida Business Committee approves the amendment through the adoption of a resolution. [1 O.C. 121.9-2]. An amendment to the Nation's labor allocations would not affect the overall number of FTE employees to be employed by the Nation but would only change the number of FTE employees each employment area of the Nation is allocated from the total number of FTE employees employed by the Nation. Essentially, transferring a number of allocated FTE employees allocated to one area to a different area.

Additionally, if the five (5) additional position identified in this resolution is unbudgeted then the CFO is required to provide the Oneida Business Committee a written fiscal analysis and any input on the potential unbudgeted position, so that the Oneida Business Committee can authorize the unbudgeted position through the adoption of a resolution. [1 O.C. 121.9-3(a)]. This resolution does not provide whether the CFO has provided the Oneida Business Committee a written fiscal analysis and any input on the potential unbudgeted positions.

Conclusion

The impact of the adoption of this resolution is unknown without further clarification to determine the intent of this resolution to ensure that it complies with the Nation's Budget and Finances law:

- If the purpose of this resolution is to amend the Fiscal Year 2023 budget to provide for the additional positions for Business Unit #4261007, then the amendment would only be allowed if it is necessary to avoid a budget deficit as required by section 121.5-5 of the Budget and Finances law. *[1 O.C. 121.5-5]*. This resolution does not provide whether the CFO has provided a fiscal analysis for any potential budget amendment, and the resolution does not identify whether an amendment to the budget for the addition of the five (5) positions would be necessary to avoid a budget deficit. Any approval of an amendment to the Nation's budget is required to occur through the adoption of a resolution and must be notified to the General Tribal Council at the next available General Tribal Council meeting.
- If the purpose of this resolution is to amend the Nation's labor allocations, which would mean that the overall number of FTE employees would remain the same at two thousand two hundred (2,200) employees but the number of FTE employees delegated to Business Unit #42610071 would be amended and increased by five (5), then this action would comply with section 121.9-2 of the Budget and Finances law as long as the amendment of the Nation's labor allocation occurs through the adoption of a resolution, which is achieved through the adoption of this resolution. *[1 O.C. 121.9-2]*.
- If the purpose of this resolution is to approve the five (5) additional positions identified in this resolution as new unbudgeted positions then in accordance with section 121.9-3 of the Budget and Finances law the CFO is required to provide the Oneida Business Committee a written fiscal analysis and any input on the potential unbudgeted position, so that the Oneida Business Committee can authorize the unbudgeted position through the adoption of a resolution. *[1 O.C. 121.9-3(a)]*. This resolution does not provide whether the CFO has provided the Oneida Business Committee a written fiscal analysis and any input on the potential unbudgeted positions.



MEMORANDUM

To: Lisa Rauschenbach
From: Keith Doxtator
Date: July 20, 2023
Subject: Fiscal Impact for: 5 New positions requested in CHD

I. Estimated Fiscal Impact Summary:

Request: Approval of an unbudgeted Payment Administrator position		
Implementing Agency	Comprehensive Housing Division	
Estimated Impact	Current Fiscal Year	Ten Year Estimate
Total Estimated Fiscal Impact	\$29,800	\$5,434,636

II. Background:

The Comprehensive Housing Division (GSD) is requesting 5 positions to be added within the current FY 2023 and for each position to remain into the future. These positions include:

- Four Carpenters
- One Maintenance Supervisor

III. Methodology and Assumptions:

Assumptions

In discussion with CHD Division Director, Lisa Rauschenbach, I understand all positions are ready to post and fill immediate needs. Assuming BC approval, I will assume these 5 FTE will begin effective for the week of September 11th, and will work for the last three weeks of FY2023.

I will assume the following position grades, and that each new employee comes in at 75% of the grade. Here's the grades and wage used:

- Carpenter – Grade 12, \$29.55/hr
- Maintenance Supervisor – Grade 15, \$31.00/hr

I will assume a fringe rate of 46%.

I will assume an indirect cost rate of 20.44%.

I will assume Inflation will grow base salary at 3%/yr.

IV. Financial Impact:

To add a new position’s salary and fringe expense calculations are as follows:

Carpenter (one position)				
FY	Salary	Fringe	Indirect	Total
2023	\$61,464	\$28,273	\$12,563	\$5,902
2024	\$63,308	\$29,122	\$12,940	\$105,370
2025	\$65,207	\$29,995	\$13,328	\$108,531
2026	\$67,163	\$30,895	\$13,728	\$111,787
2027	\$69,178	\$31,822	\$14,140	\$115,140
2028	\$71,254	\$32,777	\$14,564	\$118,595
2029	\$73,391	\$33,760	\$15,001	\$122,152
2030	\$75,593	\$34,773	\$15,451	\$125,817
2031	\$77,861	\$35,816	\$15,915	\$129,591
2032	\$80,197	\$36,890	\$16,392	\$133,479
TOTAL				\$1,076,364

(Only 3 weeks)

Finance Administration Office

Maintenance Supervisor				
FY	Salary	Fringe	Indirect	Total
2023	\$64,480	\$29,661	\$13,180	\$6,192
2024	\$66,414	\$30,551	\$13,575	\$110,540
2025	\$68,407	\$31,467	\$13,982	\$113,856
2026	\$70,459	\$32,411	\$14,402	\$117,272
2027	\$72,573	\$33,383	\$14,834	\$120,790
2028	\$74,750	\$34,385	\$15,279	\$124,414
2029	\$76,992	\$35,417	\$15,737	\$128,146
2030	\$79,302	\$36,479	\$16,209	\$131,991
2031	\$81,681	\$37,573	\$16,696	\$135,950
2032	\$84,132	\$38,701	\$17,197	\$140,029
TOTAL				\$1,129,180

(Only 3 weeks)

Finally, in FY2024, each area was instructed to budget their vacant positions separately. I'd presume the addition of these 6.5 position would come out of that pool. This would not result in addition expenses within the FY24 budget, but it would reduce the available pool before the process or criteria would be established. For the purpose of this impact statement, I will include the FY24 into the 10-year consideration, as no matter which part of the budget it comes from, it will remain an expense for the Nation.

V. Recommendation:

Finance does not provide a recommendation for this request. Rather our aim is to disclose the financial impact and allow the BC to weigh the value to cost among all its priorities.

Please contact Finance with any follow up questions.



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

UNBUDGETED POSITION REQUEST

Proposed Position Title:

Department: Division:

Name of Supervisor Completing Form:

Title of Supervisor Completing Form: Date:

General Ledger (GL) #:

How is the position being funded?:

Tribal Contribution Grand Funded Indirect Income Other

If source of funding checked above is "Other" please explain:

JUSTIFICATION:

- Provide specific details for this request and basis for the need for the unbudgeted request.

The 101 General Rental Units that Comprehensive Housing Unit manages have not been serviced property since the original CHD/Land Management merger in November of 2017. Not only does the area lack financial resources to address them, they also lack personnel. This request will assist with having a dedicated focus on addressing the preventative maintenance and other rehabilitation needs.
- Is this a revenue generating position? If so, please provide specific details.

By starting to address general rental updates, CHD will have the ability to start increasing rental rates which will in turn assist in future fiscal year increased rental revenue.
- Can the duties of this position be realigned to such an extent that the request can be postponed until the next budget review?

These positions are not in existence. Currently general rentals are not being serviced except in emergency work order instances. There is a great need for these positions to start addressing the 101 general rentals CHD manages.

Unbudgeted Position Request Form

Page 2

Analysis Conducted By:

Date:

(Please attach a drafted organizational chart, draft job description, and any other data to demonstrate or support your request.)

DETERMINATION:

Position Not Needed Duties to be Realigned **Position to be submitted to OBC Agenda

***If submitting to OBC Agenda, must include drafted resolution, fiscal impact, unbudgeted position request form, and drafted position description.*

Executive HR Director:

Date:

GM/OBC Direct Report Approval:

Date:

Approval requires OBC Resolution: Resolution #:

Approval Date:



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UNBUDGETED POSITION REQUEST

Proposed Position Title: CARPENTER

Department: MAINTENANCE

Division: COMPREHENSIVE HOUSING

Name of Supervisor Completing Form: LISA RAUSCHENBACH

Title of Supervisor Completing Form: COMPREHENSIVE HOUSING DIRECTOR

Date: 8/11/23

General Ledger (GL) #: 001.4261007.000

How is the position being funded?:

- Tribal Contribution
- Grand Funded
- Indirect Income
- Other

If source of funding checked above is "Other" please explain:

JUSTIFICATION:

1. Provide specific details for this request and basis for the need for the unbudgeted request.

The 101 General Rental Units that Comprehensive Housing Unit manages have not been serviced property since the original CHD/Land Management merger in November of 2017. Not only does the area lack financial resources to address them, they also lack personnel. This request will assist with having a dedicated focus on addressing the preventative maintenance and other rehabilitation needs.
2. Is this a revenue generating position? If so, please provide specific details.

By starting to address general rental updates, CHD will have the ability to start increasing rental rates which will in turn assist in future fiscal year increased rental revenue.
3. Can the duties of this position be realigned to such an extent that the request can be postponed until the next budget review?

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Unbudgeted Position Request Form

Page 2

Analysis Conducted By:

Date:

(Please attach a drafted organizational chart, draft job description, and any other data to demonstrate or support your request.)

DETERMINATION:

Position Not Needed

Duties to be Realigned

**Position to be submitted to OBC Agenda

***If submitting to OBC Agenda, must include drafted resolution, fiscal impact, unbudgeted position request form, and drafted position description.*

Executive HR Director:

Date:

GM/OBC Direct Report Approval:

Date:

Approval requires OBC Resolution: Resolution #:

Approval Date:



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

UNBUDGETED POSITION REQUEST

Proposed Position Title: CARPENTER

Department: MAINTENANCE

Division: COMPREHENSIVE HOUSING

Name of Supervisor Completing Form: LISA RAUSCHENBACH

Title of Supervisor Completing Form: COMPREHENSIVE HOUSING DIRECTOR

Date: 8/11/23

General Ledger (GL) #: 001.4261007.000

How is the position being funded?:

Tribal Contribution Grand Funded Indirect Income Other

If source of funding checked above is "Other" please explain:

JUSTIFICATION:

1. Provide specific details for this request and basis for the need for the unbudgeted request.

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Unbudgeted Position Request Form

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Date:

(Please attach a drafted organizational chart, draft job description, and any other data to demonstrate or support your request.)

DETERMINATION:

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***If submitting to OBC Agenda, must include drafted resolution, fiscal impact, unbudgeted position request form, and drafted position description.*

Executive HR Director:

Date:

GM/OBC Direct Report Approval:

Date:

Approval requires OBC Resolution: Resolution #:

Approval Date:



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UNBUDGETED POSITION REQUEST

Proposed Position Title: CARPENTER

Department: MAINTENANCE

Division: COMPREHENSIVE HOUSING

Name of Supervisor Completing Form: LISA RAUSCHENBACH

Title of Supervisor Completing Form: COMPREHENSIVE HOUSING DIRECTOR

Date: 8/11/23

General Ledger (GL) #: 001.4261007.000

How is the position being funded?:

Tribal Contribution Grand Funded Indirect Income Other

If source of funding checked above is "Other" please explain:

JUSTIFICATION:

1. Provide specific details for this request and basis for the need for the unbudgeted request.

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Unbudgeted Position Request Form

Page 2

Analysis Conducted By:

Date:

(Please attach a drafted organizational chart, draft job description, and any other data to demonstrate or support your request.)

DETERMINATION:

Position Not Needed Duties to be Realigned **Position to be submitted to OBC Agenda

***If submitting to OBC Agenda, must include drafted resolution, fiscal impact, unbudgeted position request form, and drafted position description.*

Executive HR Director:

Date:

GM/OBC Direct Report Approval:

Date:

Approval requires OBC Resolution: Resolution #:

Approval Date:

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

OR MAIL TO:
 Human Resource Department
 P.O. Box 365
 Oneida, WI 54155-0365



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

Phone: (920) 496-7900
 Fax: (920) 496-7490

POSITION TITLE: Carpenter
POSITION NUMBER: 02821
DEPARTMENT: Rehabilitation & Modernization
LOCATION: N6824 Seminary Rd Oneida WI
DIVISION: Comprehensive Housing
RESPONSIBLE TO: Rehabilitation & Modernization Supervisor
SALARY: Grade 12 \$20.92/Hr. (NEGOTIABLE)
CLASSIFICATION: Non-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

Construct, renovate, modify and assemble residential and commercial building and structure components. Applicant is required to take carpentry tests and acquire additional classroom training as needed/required. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Perform all carpentry duties necessary to complete the building of new homes for Comprehensive Housing Division. This will include, but is not limited to:
 - a. Construct residential and commercial buildings according to plans and blueprints.
 - b. Read and interpret plans for carpentry duties for new homes.
 - c. Layout and install bridging, sheathing, insulation and sub-fascia and other phases of work as required.
 - d. Install doors, windows, screens, and other material as required in completing new home projects.
 - e. Put on siding, roofing, perform cement work, install flooring, paint interior of homes, build stairs, cut and frame rafters and do all the general work to finish up the new home.
2. Complete training with regards to federal rules and regulations for construction and of local codes.
3. Perform outdoor work such as landscaping, working the bobcat, using all tools for outdoor work.
4. Adhere to all safety rules and attend updated training as required.
5. Adhere to all Oneida Nation Personnel Policies and Procedures, Departmental Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
6. Maintain strict department security, confidentiality, and quality to meet professional standards of the department.
7. 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

Carpenter

Page 2

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently stand, walk, bend/stoop, squat, climb heights, reach above shoulder level, crouch, kneel balance, push and pull.
2. Occasionally sit, crouch, lift and carry up to fifty (50) pounds.
3. Work in inclement weather, hot and cold temperatures.
4. A Tuberculosis (TB) Screening and/or a 2 step TB Skin Test is required within thirty (30) days of employment.

STANDARD QUALIFICATIONS:

1. Skill in finish carpentry such as hanging doors, installing all types of finish trim to included base, casings and moldings; hanging cabinets upper and base units to include counter tops, installing floor tile and rubber base, taping and finishing drywall, installing shelving and laying out steps, interior and exterior.
2. Ability to read blueprints.
3. Ability to set concrete footings, estimate concrete, and hang drywall.
4. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
5. Must be willing and able to obtain additional education and training.
6. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during employment.
7. 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.
8. A valid driver's license or occupational driver's license 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 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.

MINIMUM QUALIFICATIONS:

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

1. High School Diploma, HSED Diploma or GED Certification; applicants age fifty (50) and older are exempt from this requirement; three (3) years of work experience in construction residential/commercial carpentry trades to include, estimating labor and material cost, rough carpentry to include layout of walls, rafter and truss layout, installing soffit (metal and wood), roofing, pre-hung doors interior and exterior, and windows; and/or a 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.**



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UNBUDGETED POSITION REQUEST

Proposed Position Title: MAINTENANCE SUPERVISOR

Department: MAINTENANCE Division: COMPREHENSIVE HOUSING

Name of Supervisor Completing Form: LISA RAUSCHENBACH

Title of Supervisor Completing Form: COMPREHENSIVE HOUSING DIRECTOR Date: 8/11/23

General Ledger (GL) #: 001.4261007.000

How is the position being funded?:

Tribal Contribution Grand Funded Indirect Income Other

If source of funding checked above is "Other" please explain:

JUSTIFICATION:

- Provide specific details for this request and basis for the need for the unbudgeted request.

The 101 General Rental Units that Comprehensive Housing Unit manages have not been serviced property since the original CHD/Land Management merger in November of 2017. Not only does the area lack financial resources to address them, they also lack personnel. This request will assist with having a dedicated supervisor focusing on addressing the preventative maintenance and work order needs.
- Is this a revenue generating position? If so, please provide specific details.

By starting to address general rental updates, CHD will have the ability to start increasing rental rates which will in turn assist in future fiscal year increased rental revenue.
- Can the duties of this position be realigned to such an extent that the request can be postponed until the next budget review?

Currently general rentals are not being serviced except in emergency work order instances. There is a great need for this position to oversee the the work order crew and free up the current Rehab Supervisor to start addressing the vacant units.

Unbudgeted Position Request Form

Page 2

Analysis Conducted By:

Date:

(Please attach a drafted organizational chart, draft job description, and any other data to demonstrate or support your request.)

DETERMINATION:

Position Not Needed Duties to be Realigned **Position to be submitted to OBC Agenda

***If submitting to OBC Agenda, must include drafted resolution, fiscal impact, unbudgeted position request form, and drafted position description.*

Executive HR Director:

Date:

GM/OBC Direct Report Approval:

Date:

Approval requires OBC Resolution: Resolution #:

Approval Date:

APPLY IN PERSON AT:

Human Resource Department
909 Packerland Drive
Green Bay, WI 54303



ONEIDA

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

OR MAIL TO:

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

APPLY ONLINE AT:

<http://oneida-nsn.gov>

Phone: (920) 496-7900

Fax: (920) 496-7490

POSITION TITLE: Maintenance Supervisor
POSITION NUMBER: 02810
DEPARTMENT: Maintenance
LOCATION: N6824 Seminary Rd. Oneida, WI
DIVISION: Comprehensive Housing
RESPONSIBLE TO: Area Manager – Residential Rentals & Outreach
SALARY: Grade 15 \$23.53/Hr. (NEGOTIABLE)
CLASSIFICATION: Non-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

This position is responsible for all aspects of maintenance including overseeing the maintenance staff for the Comprehensive Housing Division. Incumbent will have basic knowledge in all maintenance areas such as heating, plumbing, electrical, carpentry, and mechanical. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Maintain knowledge of Housing policies as they affect rentals and homeownership units.
2. Maintain knowledge of OSHA and safety policies and ensure that the staff are properly trained.
3. Develop, implement, and monitor Department Standard Operating Procedures for the Maintenance Department.
4. Supervise the activities of staff to include, hiring, orientation, scheduling, training, motivating, mentoring, approving KRONOS, and corrective actions.
5. Work closely with Resident Services to stay on top of pending vacancies and/or maintenance work that needs to be completed.
6. Review, prioritize and assign work orders and projects. Assist maintenance crew on job sites as needed/required.
7. Assist Resident Services with move-in and yearly inspections of homes.
8. Submit monthly reports and attend weekly staff meetings with updates as needed/required.
9. Practice excellent customer service skills at all times to include, but not limited to, addressing customer and employee needs courteously and promptly.
10. Adhere to all Oneida Nation Personnel Policies and Procedures, Departmental Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
11. Maintain strict department security, confidentiality, and quality to meet professional standards of the department.
12. 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**Maintenance Supervisor**

Page 2

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Occasionally sit, stand, walk, bend/stoop, climb heights, reach above shoulder level, kneel, balance, crawl, push/pull, and carry/lift to fifty (50) pounds.
2. Repetitive movements with both feet and hands.
3. A Tuberculosis (TB) Screening and/or a 2 step TB Skin Test is required within thirty (30) days of employment.

STANDARD QUALIFICATIONS:

1. Skill in organizational management. This requires the incumbent to plan, organize, and schedule priorities efficiently and effectively, meet strict deadlines, and successfully cope with challenging situations and conditions.
2. Skill in interpersonal relations. Must be tactful and mature with the ability to work with a wide variety of personalities demonstrating objectivity, respect, courtesy maturity and patience.
3. Knowledge of carpentry, plumbing and electrical maintenance.
4. Ability to operate machinery such as riding lawn mower, bobcat, and snow blower/snowplow.
5. Ability to communicate verbally and in writing in diverse and challenging situations with the ability to process information effectively, identify and define problems, and make objective decisions.
6. Ability be dependable, conscientious and possess the ability to develop and implement complex processes and procedures with minimum direction.
7. Must be able to work a flexible schedule as emergencies arise to include nights, weekends, and holidays.
8. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
9. Must be willing and able to obtain additional education and training.
10. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during employment.
11. 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.
12. A valid driver's license or occupational driver's license 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 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. A Journeyman's Tradeworker Card.
2. A class four (4) Powers Engineer's License or higher and a universal HVAC license. Must maintain and renew License as a condition of employment.

MINIMUM QUALIFICATIONS:

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

1. High School Diploma, HSED or GED; applicants age fifty (50) and older are exempt from this requirement; five (5) years previous maintenance experience; one (1) year of supervisory experience; experience must include, developing goals and objectives and monitoring budgets; previous experience with carpentry, plumbing and electrical systems in a large multipurpose facility; and/or a 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.**

Adopt resolution entitled Approval of Use of Economic Development, Diversification and Community...

Business Committee Agenda Request

1. Meeting Date Requested: 8/22/23

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.

Approve Resolution for OYLI to have one time payment from EDDCD for Startup.

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 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: | | |

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: | |

8. Submission:

Authorized Sponsor: Justin Nishimoto, Business Analyst

Primary Requestor: _____



MEMO

To: Oneida Business Committee
From: Economic Development, Diversification, and Community Development Team
Date: August 14, 2023
Re: OYLI Startup Report

Background

The Oneida Youth Leadership Institute (OYLI) is a 7871 entity, with the goal “to empower our Youth to lead a nation of strong families within their communities.” OYLI has asked for a onetime payment for startup.

OYLI has three major goals:

- 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.

Current Request

The request to the Economic Development, Diversification, and Community Development team to review the request a onetime payment for startup of \$90,036.

Findings after review

The request supplied the application with a onetime payment.

The Guiding Documents utilized to determine the use of the EDDCD funds include the Broad Goals and the Comprehensive Plan which has the following community related items:

- **Education**- We want to provide education from birth to grave by expanding current opportunities for continuous learning by allowing duplicate degrees, certifications, licenses, and through nonconventional ways; to improve relationships with area schools and technical colleges; and through the Oneida Language Program so our members have a feeling of accomplishment.
- **Social Wellness**-Ensure overall wellness for latiksa shu ha tsi Niyole lotikst^ hoku ha (children as far as the old people).

In Closing

The requested \$90,036 payment from the Economic Development, Diversification, and Community Development fund and this is appropriate use of these funds.

Attachments:

EDDCD Application
OYLI Startup Report
Proposed Resolution
Statement of Effect

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # Leave this line blank

Approval of Use of Economic Development, Diversification and Community Development Funds for a for a onetime startup payment of \$90,036 for Oneida Youth Leadership Institute (OYLI)

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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 Economic Development, Diversification and Community Development Fund was created by resolutions # BC-09-28-16-B, BC-07-12-17-A, and BC-01-23-19-D and the procedures for use of the fund set forth in resolution # BC-12-12-18-B, BC-01-23-19- C, and BC-05-26-21-B, *Updating and Clarifying Access to the Economic Development, Diversification and Community Development Fund As Amended*; and

WHEREAS, Oneida Youth Leadership Institute is requesting a startup payment for \$90,036; and

WHEREAS, utilizing the Economic Development, Diversification, and Community Development Fund to startup of \$90,036 is aligned with Oneida Business Committee Broad Goals and the approved Comprehensive Plan Elements related to Education and Social Wellness.

NOW THEREFORE BE IT RESOLVED, the Oneida Business Committee does approve the allocation of \$90,036 from the Economic Development, Diversification and Community Development Funds for the purpose of sponsorship for the Tribal Housing Summit.

BE IT FUTHER RESOLVED, the \$90,036 as payment is not intended to be used for any other expenses

BE IT FINALLY RESOLVED, the responsible employees identified as Grants Manager, Cheryl R. Stevens.



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



Statement of Effect

Approval of Use of Economic Development, Diversification and Community Development Funds for a for a onetime startup payment of \$90,036 for Oneida Youth Leadership Institute (OYLI)

Summary

The resolution approves an allocation of ninety thousand and thirty-six dollars (\$90,036) from the Economic Development, Diversification and Community Development Fund for the purpose of a onetime startup payment for the Oneida Youth Leadership Institute.

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

Date: August 15, 2023

Analysis by the Legislative Reference Office

The Oneida Business Committee has adopted resolutions which set aside funds disbursed from corporations to the Nation in an Economic Development, Diversification and Community Development fund (“the Fund”) and describes the process for accessing those funds. [Resolutions BC-09-28-16-B, BC-07-12-17-A, BC-12-12-18-B, BC-01-23-19-C, BC-01-23-19-D, and BC-05-26-21-B]. When a request to utilize monies from the Fund is received, the Review Team, comprised of the Strategic Planner, Business Analyst, and the Budget Analyst, review the request for use of the Fund and determines if the proposed use is consistent with the Fund. The Review Team is then required to provide a written recommendation to the Oneida Business Committee regarding whether to authorize the allocation from the Fund to a specific project identified by a contract number, CIP number, economic development opportunity number or other easily trackable number or designation. The Oneida Business Committee is then responsible for authorizing use of the Fund by a resolution clearly identifying the amount of funds authorized and purpose of the funds, which may be identified by a contract number, CIP number, economic development opportunity number or other easily trackable number or designation, and the employee responsible for authorizing expenditures of the authorized amount.

Through the adoption of this resolution the Oneida Business Committee would be approving an allocation of ninety thousand and thirty-six dollars (\$90,036) from the Economic Development, Diversification and Community Development Fund for the purpose of a onetime startup payment for the Oneida Youth Leadership Institute. Utilizing the Fund for a onetime startup payment for the Oneida Youth Leadership Institute is aligned with the Oneida Business Committee Broad Goals, and the approved Comprehensive Plan Elements related education and social wellness. BayBank CEO Jeff Bowman is identified as the responsible employee for this allocation of funding. This resolution provides that this allocation of funding is not intended to be used for any other expenses. This resolution does not provide a contract number, CIP number, economic development opportunity number or other easily trackable number or designation – but this funding could be tracked through the resolution number.

Conclusion

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

Economic Development, Diversification, and Community Development Fund (EDDCD) Request

Name: Marlon Skenandore

Date Requested: 8/14/23

Department:

Please Select use for the funds:

- Social Wellness Housing Community Design Parks and Recreation
- Transportation, Facilities & Utilities Economic Development Agriculture
- Natural Resources Land Use Public Safety

Detailed Description (Please attach any supporting documents to form and dollar amounts needed):

Please see attached.

*For more information please refer to the 2014 Comprehensive Plan, Land Use Plan, Neighborhood Development Plan, Live, Sustain, Grow Plan, and the Economic Development Plan.

Does this project already exist or have been approved for CIP? No

If "YES" please indicate the CIP or project number:

Responsible employee for authorizing expenditures:



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. Board 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:

The operational plan should give an overview of the day-to-day operations of your organization such as the people and organizations you work with (e.g partners and suppliers), any legal requirements that your organization needs to meet (e.g if you distribute food, you'll need appropriate licenses and certifications), any insurance you have or will need etc.

In the operational plan, also include a section on people/team. Describe the people who are crucial to your organizations and any staff changes you plan as part of your business 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 positions will be responsible for managing the daily activities for the OYLI to assure that the vision and mission if 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 or 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 tactic 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.

Budget:

Project Budget	Tribal Contribution	Total
Personnel		
Fulltime Executive Manager @ \$28/hr	\$ 58,240	\$97,760.00
Executive Assistant @ \$19/hr.	\$39,520	
Benefits/Fringe (@40% of Salary)	\$ 39,104	\$ 39,10400
Travel	\$ 0	\$0
Supplies	\$ 1,500	\$ 1,500
Equipment (Laptops – one-time purchase)	\$ 5,000	\$ 5,000
Meeting Expense	\$ 0	\$ 0
Other (software, printing, flyers, etc.)	\$ 2,000	\$ 2,000

Economic Development, Diversification, and Community Development Fund (EDDCD) Request

Name: Marlon Skenandore

Date Requested: 8/14/23

Department:

Please Select use for the funds:

- Social Wellness Housing Community Design Parks and Recreation
- Transportation, Facilities & Utilities Economic Development Agriculture
- Natural Resources Land Use Public Safety

Detailed Description (Please attach any supporting documents to form and dollar amounts needed):

Please see attached.

*For more information please refer to the 2014 Comprehensive Plan, Land Use Plan, Neighborhood Development Plan, Live, Sustain, Grow Plan, and the Economic Development Plan.

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If "YES" please indicate the CIP or project number:

Responsible employee for authorizing expenditures:



Oneida Youth Leadership Institute Start-up Report

Introduction/History:

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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.



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Operational Plan:

The operational plan should give an overview of the day-to-day operations of your organization such as the people and organizations you work with (e.g partners and suppliers), any legal requirements that your organization needs to meet (e.g if you distribute food, you'll need appropriate licenses and certifications), any insurance you have or will need etc.

In the operational plan, also include a section on people/team. Describe the people who are crucial to your organizations and any staff changes you plan as part of your business 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 positions will be responsible for managing the daily activities for the OYLI to assure that the vision and mission if 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 or 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 tactic 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.

Budget:

Project Budget	Tribal Contribution	Total
Personnel		
Fulltime Executive Manager @ \$28/hr	\$ 58,240	\$97,760.00
Executive Assistant @ \$19/hr.	\$39,520	
Benefits/Fringe (@40% of Salary)	\$ 39,104	\$ 39,10400
Travel	\$ 0	\$0
Supplies	\$ 1,500	\$ 1,500
Equipment (Laptops – one-time purchase)	\$ 5,000	\$ 5,000
Meeting Expense	\$ 0	\$ 0
Other (software, printing, flyers, etc.)	\$ 2,000	\$ 2,000

Adopt resolution entitled Oneida Nation Assistance Fund Application Submission Period and...

Business Committee Agenda Request

1. **Meeting Date Requested:** 08/23/23

2. **Session:**

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Request to Approve Resolution for the 18 and older \$1500 FY23 GWA payment

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

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

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

John Danforth, Director/Trust Enrollment

Keith Doxtator, Chief Financial Officer

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Jennifer Hill-Kelley, Chair/OTEC

Primary Requestor: John Danforth, Director/Trust Enrollment

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # Leave this line blank

Oneida Nation Assistance Fund Application Submission Period and Disbursement Time Frame for 2023

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

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

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

WHEREAS, the Oneida Business Committee adopted the Oneida General Welfare law, 10 O.C. 1001, through resolution BC-12-08-21-A for the purpose of governing how the Nation provides assistance to eligible members, on a non-taxable basis, through approved programs that promote the general welfare of the Nation pursuant to the principles of the General Welfare Exclusion; and

WHEREAS, the Oneida Business Committee adopted the Oneida Nation Assistance Fund law (“the Law”), 10 O.C. 1003, through resolution BC-11-30-22-A for the purposes establishing the Oneida Nation Assistance Fund to provide financial assistance to its members to address their general welfare needs, pursuant to the Oneida General Welfare law; and

WHEREAS, section 1003.5-1 of the Law provides that the Oneida Nation Assistance Fund is open to any individual who is a member of the Nation, is age eighteen (18) or older, and submits a completed application during the designated submission timeframe; and

WHEREAS, section 1003.5-2 of the Law provides that the Oneida Business Committee is responsible for setting forth through the adoption of a resolution an application submission period and disbursement timeframe for a distribution of assistance from the Oneida Nation Assistance Fund; and

WHEREAS, section 1003.5-4 of the Law provides that assistance provided through the Oneida Nation Assistance Fund shall be disbursed in accordance with the timeframe set through resolution by the Oneida Business Committee; and

WHEREAS, section 1003.6-1 of the Law provides that the Oneida Nation Assistance Fund shall be funded through the Nation’s annual budget, and by any other funding source deemed necessary by the Oneida Business Committee; and

WHEREAS, section 1003.6-2 of the Law provides that the Oneida Business Committee shall determine the amount of assistance available to an eligible recipient from the Oneida Nation Assistance Fund per any permitted distribution; and

44 **WHEREAS,** the Oneida Business Committee approved and adopted the Fiscal Year 2023 Budget
45 through resolution BC-12-28-22-D, in which thirty-four million nine hundred thousand five
46 hundred dollars (\$34,900,500) was allocated for, among other things, a potential general
47 welfare assistance program for the Nation's eligible members, in an amount not to exceed
48 one thousand five hundred dollars (\$1,500) to each enrolled member who is at least
49 eighteen (18) years of age by September 1, 2023; and
50

51 **WHEREAS,** the Fiscal Year 2023 Budget as adopted through resolution BC-12-28-22-D also included
52 an allocation of six million six hundred seventy thousand dollars (\$6,670,000.00) for a
53 potential general welfare assistance program for the Nation's eligible members, in an
54 amount of two thousand dollars (\$2,000) to each enrolled member who is at least sixty two
55 (62) years of age by September 30, 2023; and
56

57 *Amount of Assistance for Disbursement*

58 **NOW THEREFORE BE IT RESOLVED,** in accordance with section 1003.6-2 of the Oneida Nation
59 Assistance Fund law the Oneida Business Committee determined that for the Fiscal Year 2023
60 disbursement the amount of assistance available to an eligible recipient from the Oneida Nation Assistance
61 Fund shall be as follows:

- 62 ▪ *General Disbursement.* A disbursement of assistance of one thousand five hundred dollars
63 (\$1,500) is available to any eligible applicant who is an enrolled member of the Nation, at least
64 eighteen (18) years of age by September 1, 2023, who has submitted an Oneida Nation Assistance
65 Fund application.
- 66 ▪ *Additional Disbursement for Elders.* An additional disbursement of assistance of two thousand
67 dollars (\$2,000) is available to any eligible applicant who is an enrolled member of the Nation, at
68 least sixty-two (62) years of age by December 31, 2023, who has submitted an Oneida Nation
69 Assistance Fund application.

70

71 *Application Submission Period and Disbursement Time Frame*

72 **BE IT FURTHER RESOLVED,** that in accordance with section 1003.5-2 of the Oneida Nation Assistance
73 Fund law, the Oneida Trust Enrollment Department shall make available an application form for the Fiscal
74 Year 2023 disbursement of the Oneida Nation Assistance Fund by July 1, 2023.

75

76 **BE IT FURTHER RESOLVED,** applications for the Fiscal Year 2023 disbursement of assistance from the
77 Oneida Nation Assistance Fund shall be accepted until 4:30 p.m. Central Standard Time on September 8,
78 2023, with the disbursement of assistance to be made on or before September 30, 2023.

79

80 *Late Application Submission Period and Disbursement Time Frame*

81 **BE IT FINALLY RESOLVED,** any eligible members missing the initial aforementioned application deadline
82 may submit a late application for the funds by 4:30 p.m. Central Standard Time on March 1, 2024, with the
83 late distribution being made on or before March 30, 2024.



Statement of Effect

Oneida Nation Assistance Fund Application Submission Period and Disbursement Timeframe for 2023

Summary

This resolution sets forth the amount of assistance available for an applicant, as well as the application submission period and disbursement timeframe for the Fiscal Year 2023 disbursement of assistance from the Oneida Nation Assistance Fund.

Submitted by: Clorissa N. Santiago, Senior Staff Attorney, Legislative Reference Office
Date: August 16, 2023

Analysis by the Legislative Reference Office

The Oneida Nation Assistance Fund law established the Oneida Nation Assistance Fund to govern how the Nation provides financial assistance to its members, pursuant to the Oneida General Welfare law. [10 O.C. 1003.1-1]. It is the policy of the Nation to prioritize the general welfare needs of its members and recognize that the interests of the Nation are advanced when its members remain confident that their general welfare needs can be met. *Id.* [10 O.C. 1003.1-2].

The Oneida Nation Assistance Fund law provides that the Oneida Business Committee shall determine the amount of assistance available to an eligible recipient from the Oneida Nation Assistance Fund per any permitted distribution. [10 O.C. 1003.6-2]. The Oneida Business Committee is then responsible for setting forth, through the adoption of a resolution, an application submission period and disbursement timeframe for a distribution of assistance from the Oneida Nation Assistance Fund. [10 O.C. 1003.5-2].

This resolution provides that in accordance with section 1003.6-2 of the Oneida Nation Assistance Fund law, law the Oneida Business Committee determined that for the 2023 disbursement the amount of assistance available to an eligible recipient from Oneida Nation Assistance Fund shall as follows:

- *General Disbursement.* A disbursement of assistance of one thousand five hundred dollars (\$1,500) is available to any eligible applicant who is an enrolled member of the Nation, at least eighteen (18) years of age by September 1, 2023, who has submitted an Oneida Nation Assistance Fund application.
- *Additional Disbursement for Elders.* An additional disbursement of assistance of two thousand dollars (\$2,000) is available to any eligible applicant who is an enrolled member of the Nation, at least sixty-two (62) years of age by December 31, 2023, who has submitted an Oneida Nation Assistance Fund application.

Then, in accordance with section 1003.5-2 of the Oneida Nation Assistance Fund law, the resolution provides that the Oneida Trust Enrollment Department shall make available an application form for the Fiscal Year 2023 disbursement of the Oneida Nation Assistance Fund by

July 1, 2023. Applications for the Fiscal Year 2023 disbursement of assistance from the Oneida Nation Assistance Fund shall be accepted until 4:30 p.m. Central Standard Time on September 8, 2023, with the disbursement of assistance to be made on or before September 30, 2023.

Finally, this resolution addresses a secondary application submission period and disbursement timeframe for those individuals who are late and miss the first application deadline. This resolution provides that any eligible members missing the initial aforementioned application deadline may submit a late application for the funds by 4:30 p.m. Central Standard Time on March 1, 2024, with the late distribution being made on or before March 30, 2024.

Conclusion

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

Adopt resolution entitled Elder Assistance Program Application Submission Period and Disbursement...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Request to Approve Resolution for the 62 and older \$2000 FY23 GWA payment

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

John Danforth, Director/Trust Enrollment

Keith Doxtator, Chief Financial Officer

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Jennifer Hill-Kelley, Chair/OTEC

Primary Requestor: John Danforth, Director/Trust Enrollment

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # Leave this line blank

Elder Assistance Program Application Submission Period and Disbursement Time Frame for 2023

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

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

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

WHEREAS, the Oneida Business Committee adopted the Oneida General Welfare law, 10 O.C. 1001, through resolution BC-12-08-21-A for the purpose of governing how the Nation provides assistance to eligible members, on a non-taxable basis, through approved programs that promote the general welfare of the Nation pursuant to the principles of the General Welfare Exclusion; and

WHEREAS, the Oneida Business Committee adopted the Elder Assistance Program law (“the Law”), 10 O.C. 1002, through resolution BC-07-13-22-A for the purposes establishing the Elder Assistance Program to provide financial assistance to its elders to address their general welfare needs, pursuant to the Oneida General Welfare law; and

WHEREAS, it is the policy of the Nation to prioritize the general welfare needs of its elders and recognize that its elders possess unique and irreplaceable stores of knowledge, skill, culture, and experience that enhance and enrich the lives of every member of the Nation; and

WHEREAS, the interests of the Nation are advanced when its elders remain confident that their general welfare needs can be met; and

WHEREAS, section 1002.5-1 of the Law provides that the Elder Assistance Program is open to any individual who is a member of the Nation, is age sixty-five (65) or older and submits a completed application during the designated submission timeframe; and

WHEREAS, section 1002.5-2 of the Law provides that the Oneida Business Committee, in consultation with the Oneida Trust Enrollment Committee, is responsible for setting forth through the adoption of a resolution an application submission period and disbursement timeframe for a distribution of assistance from the Elder Assistance Program; and

WHEREAS, section 1002.5-4 of the Law provides that assistance provided through the Elder Assistance Program shall be disbursed in accordance with the timeframe set through resolution by the Oneida Business Committee; and

43 **WHEREAS,** section 1002.6-1 of the Law provides that the Elder Assistance Program shall be funded
44 through the Elder, Education and General Welfare Trust Fund, which is derived from the
45 Emigrant NY Indian Claims Award Docket 75 Trust Fund. The Oneida Business Committee
46 may obligate additional funding to the Elder Assistance Program through any other funding
47 source deemed necessary by the Oneida Business Committee; and
48

49 **WHEREAS,** section 1002.6-2 of the Law provides that the Oneida Trust Enrollment Committee shall
50 determine the amount of assistance available to an eligible recipient from the Elder
51 Assistance Program per any permitted distribution; and
52

53 *Amount of Assistance for Disbursement*

54 **NOW THEREFORE BE IT RESOLVED,** in accordance with section 1002.6-2 of the Elder Assistance
55 Program law the Oneida Trust Enrollment Committee determined that for the Fiscal Year 2023
56 disbursement from the Elder Assistance Program amount of assistance available to an eligible recipient,
57 who is age sixty-five (65) or older by December 31, 2023, from the Elder Assistance Program shall be
58 seven hundred three dollars and fifty-four cents (\$703.54).
59

60 *Application Submission Period and Disbursement Timeframe*

61 **BE IT FURTHER RESOLVED,** that in accordance with section 1002.5-2 of the Elder Assistance Program
62 law, the Oneida Trust Enrollment Department shall make available an application form for the Fiscal Year
63 2023 disbursement of the Elder Assistance Program by July 1, 2023.
64

65 **BE IT FURTHER RESOLVED,** applications for the Fiscal Year 2023 disbursement of assistance from the
66 Elder Assistance Program shall be accepted until 4:30 p.m. Central Standard Time on September 8, 2023,
67 with the disbursement of assistance to be made on or before September 30, 2023.
68

69 *Late Application Submission Period and Disbursement Timeframe*

70 **BE IT FINALLY RESOLVED,** any eligible members missing the initial aforementioned application deadline
71 may submit a late application for the funds by 4:30 p.m. Central Standard Time on March 1, 2024, with the
72 late distribution being made on or before March 30, 2024.



Statement of Effect

Elder Assistance Program Application Submission Period and Disbursement Timeframe for 2023

Summary

This resolution sets forth the amount of assistance available for an applicant, as well as the application submission period and disbursement timeframe for the 2023 disbursement of assistance from the Elder Assistance Program.

Submitted by: Clorissa N. Santiago, Senior Staff Attorney, Legislative Reference Office
Date: August 16, 2023

Analysis by the Legislative Reference Office

The Elder Assistance Program law established the Elder Assistance Program to govern how the Nation provides financial assistance to elders, pursuant to the Oneida General Welfare law. [10 O.C. 1002.1-1]. It is the policy of the Nation to prioritize the general welfare needs of its elders and recognize that its elders possess unique and irreplaceable stores of knowledge, skill, culture, and experience that enhance and enrich the lives of every member of the Nation. [10 O.C. 1002.1-2]. The interests of the Nation are advanced when its elders remain confident that their general welfare needs can be met. *Id.*

The Elder Assistance Program law provides that the Oneida Trust Enrollment Committee shall determine the amount of assistance available to an eligible recipient from the Elder Assistance Program per any permitted distribution. [10 O.C. 1002.6-2]. The Oneida Business Committee, in consultation with the Oneida Trust Enrollment Committee, is then responsible for setting forth, through the adoption of a resolution, an application submission period and disbursement timeframe for a distribution of assistance from the Elder Assistance Program. [10 O.C. 1002.5-2].

This resolution provides that in accordance with section 1002.6-2 of the Elder Assistance Program law, the Oneida Trust Enrollment Committee determined that for the 2023 disbursement the amount of assistance available to an eligible recipient from the Elder Assistance Program shall be seven hundred and three dollars and fifty-four cents (\$703.54). Then, in accordance with section 1002.5-2 of the Elder Assistance Program law, the Oneida Trust Enrollment Department shall make available an application form for the Fiscal Year 2023 disbursement of the Elder Assistance Program by July 1, 2023. Applications for the Fiscal Year 2023 disbursement of assistance from the Elder Assistance Program shall be accepted until 4:30 p.m. Central Standard Time on September 8, 2023, with the disbursement of assistance to be made on or before September 30, 2023.

Finally, this resolution addresses a secondary application submission period and disbursement timeframe for those individuals who are late and miss the first application deadline. This resolution provides that any eligible members missing the initial aforementioned application deadline may

submit a late application for the funds by 4:30 p.m. Central Standard Time on March 1, 2024, with the late distribution being made on or before March 30, 2024

Conclusion

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

Adopt resolution entitled Amendments to BC Resolution # 11-10-21-E Obligation for Government...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 “Amendments to BC Resolution # 11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue.”

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

- | | | |
|-------------------------------------------------|--------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Bylaws | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Contract Document(s) | <input type="checkbox"/> Law | <input type="checkbox"/> Report |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Legal Review | <input 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 |
- Other: Cover memo dated August 10, 2023 & copy of back up material submitted when original resolution was adopted.

7. Budget Information:

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|---------------------------------------------------------|----------------------------------------------------|
| <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: Lisa Liggins, Secretary

Primary Requestor: Lisa Summers, OBC Area Manager



Memorandum

TO: Oneida Business Committee

FROM: Lisa Summers, OBC Area Manager 

DATE: August 10, 2023

RE: Request to Amend Resolution "11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue"

The purpose of this correspondence, is to request the Oneida Business Committee (OBC) amend OBC Resolution "11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue" by two additional years.

Background

In November of 2021, a request came before the OBC which identified the resources needed to implement the identified infrastructure work laid out by the Government Administrative Office (GAO). It was explained to the OBC that during the OBC Work Session on October 19, 2021, the then transitioning GAO presented the GAO's 2021 - 2025 Strategic Plan. The Oneida Business Committee had received an overview of the information, asked questions and provided feedback.

Part of the plan presented, includes the development and implementation of the Nation's government infrastructure, including overall centralized records, codification of naming conventions, adequate storage and electronic storage/protection of the Nation's records. This plan also identified the pursuit of a virtual GTC meeting option and other good governance principles initiatives, including the funding for the Government Information Services (GIS) area.

Further, it was discussed during the OBC's October 2021 work session (as presented in the strategic plan), the next step in the development and implementation is to designate a portion of the ARPA funds toward the government infrastructure. The OBC Resolution titled "11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue" was approved for this purpose at the November 10, 2021, OBC Meeting. Since this time, the GAO has completed or begun various projects identified in the strategic plan, which leads to today's request.

Current Status

There are several on-going projects which are in process that are associated with the obligated funds. I have attached the most current spreadsheet which identifies expenditures to date compared to allocation¹. An update on the first major Gov't Infrastructure project, the BC Conference Room renovation, is expected to be placed on the October OBC Work Session agenda for final review as the remaining renovations will be close to completion.

Additionally, some of these infrastructure projects are still in planning stages and are under development, including the need to address the Nation's overall physical records for both electronic and physical storage. Preliminary discussions with the DTS area regarding this project began in late 2022; however, has not yet materialized into a is set plan. It is expected this effort will begin in earnest in early 2024. Further, with a change for the government to begin implementing a regular approach to Nation Building, funds saved from the BC Conference Room project were redistributed in anticipation of building out any additional governance systems which may be identified in the 2023-2026 OBC transition process so that additional projects may be resourced appropriately.

Lastly, the GAO will update all of the areas' strategic plans between the end of October and early November 2023. Once the plans are revised to reflect the changes in the area (i.e., merger of GIS & Communications), an update will be presented to the OBC. The initial review for the strategic plan update is set for the December 2023 OBC Work Session.

Requested Action

1. Review the update provided and request any clarifications or additional information as needed,
2. Request an updated on the GAO strategic plan(s) be presented at the December 2023 OBC Work Session, and
3. Adopt resolution titled "Amendments to BC Resolution #11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue."

¹ Please note, accountant assigned to the GAO is in the process of running a final personnel expenditure total as part of the merging of the GIS and Communications area; the included total for personnel is an estimated number until the final report is received from accounting.

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Oneida Nation

Post Office Box 365



Phone: (920)869-2214

Oneida, WI 54155

BC Resolution # ~~Leave this line blank~~

Amendments to BC Resolution # 11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue

- 14 **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
- 17 **WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- 19 **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
- 22 **WHEREAS,** the Oneida Nation has received federal funds through the American Rescue Plan Act of 2021 (ARPA) funds to address matters arising out of the COVID-19 pandemic; and
- 25 **WHEREAS,** the Oneida Business Committee has approved application of ARPA funds to lost revenue and allocation of tribal funds to the ARPA Federal Recovery Funds to investments in the "Lost Revenue" line (ARPA FRF LR) in the Investment Report;
- 29 **WHEREAS,** the Oneida Business Committee has determined that these 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 of ARPA FRF LR to eight areas of use (*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
- 42 **WHEREAS,** the Government Administrative Office has completed a strategic plan which includes Government Roles and Responsibilities work, and General Tribal Council meeting solutions; and
- 46 **WHEREAS,** the Project Owner for this strategic plan and the Nation's Secretary have proposed to obligate the Fiscal Year 2022 ARPA funds in the amount of \$2,214,218.09 from the ARPA FRF LR, Government Roles and Responsibilities; and
- 50 **WHEREAS,** the infrastructure projects are planned for conclusion by September 2025~~3~~; and
- 53 **WHEREAS,** the Oneida Business Committee has reviewed the strategic plan; and
- 55 WHEREAS, the projects identified in the strategic plans are still in process

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NOW THEREFORE BE IT RESOLVED, that the amount of \$2,214,218.09 from ARPA FRF LR, Government Roles and Responsibilities category, with Lisa Summers Business Committee Area Manager, assigned as the Project Owner, to implement the Government Administrative Office Strategic Plan which includes government infrastructure and General Tribal Council meeting solutions through September 30, 202~~5~~³; and

BE IT FINALLY RESOLVED, that at the conclusion of the plan by September 30, 202~~5~~³, any remaining funds shall be returned to the ARPA FRF LR Government Roles and Responsibilities category and be unobligated.

CERTIFICATION

~~I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida Business Committee is composed of 9 members of whom 5 members constitute a quorum; 6 members were present at a meeting duly called, noticed and held on the 10th day of November, 2021; that the forgoing resolution was duly adopted at such meeting by a vote of 5 members for, 0 members against, and 0 members not voting¹; and that said resolution has not been rescinded or amended in any way.~~



Lisa Liggins, Secretary
Oneida Business Committee

~~¹According to the By-Laws, Article I, Section 1, the Chair votes "only in the case of a tie."~~

¹ ARPA FRF LR as utilized in this resolution refers to Tribal Contribution Savings

Clean Version

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # Leave this line blank
Amendments to BC Resolution # 11-10-21-E Obligation for Government Infrastructure, American Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue

- 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 federal funds 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 funds to lost revenue and allocation of tribal funds to the ARPA Federal Recovery Funds to investments in the “Lost Revenue” line (*ARPA FRF LR*) in the Investment Report;
- WHEREAS,** the Oneida Business Committee has determined that these 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 of ARPA FRF LR to eight areas of use (*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 Government Administrative Office has completed a strategic plan which includes Government Roles and Responsibilities work, and General Tribal Council meeting solutions; and
- WHEREAS,** the Project Owner for this strategic plan and the Nation’s Secretary have proposed to obligate the Fiscal Year 2022 ARPA funds in the amount of \$2,214,218.09 from the ARPA FRF LR, Government Roles and Responsibilities; and
- WHEREAS,** the infrastructure projects are planned for conclusion by September 2025; and
- WHEREAS,** the Oneida Business Committee has reviewed the strategic plan; and
- WHEREAS,** the projects identified in the strategic plans are still in process

BC Resolution # _____

**Amendments to BC Resolution # 11-10-21-E Obligation for Pandemic Pay, Utilizing American
Rescue Plan Act of 2021 Fiscal Recovery Funds Lost Revenue**
Page 2 of 2

NOW THEREFORE BE IT RESOLVED, that the amount of \$2,214,218.09 from ARPA FRF LR, Government Roles and Responsibilities category, with Lisa Summers Business Committee Area Manager, assigned as the Project Owner, to implement the Government Administrative Office Strategic Plan which includes government infrastructure and General Tribal Council meeting solutions through September 30, 2025; and

BE IT FINALLY RESOLVED, that at the conclusion of the plan by September 30, 2025, any remaining funds shall be returned to the ARPA FRF LR Government Roles and Responsibilities category and be unobligated.

ⁱ ARPA FRF LR as utilized in this resolution refers to Tribal Contribution Savings

Government Administrative Office – Update, Transition & Future Development

SEPTEMBER 2021

Executive Summary:

In 2021, the BC Support Office began and completed the process of updating and validating its vision and mission. This process included the completion of an overall assessment of function and staffing levels, with specific attention paid to the area's: a) purpose; b) customer base; c) who the stakeholders are; d) the scope of actual and proposed support services; and e) assessment of potential future development. After completion of the initial process four main objectives were identified as follows:

1. Update the existing name to better reflect the actual services provided and which government entities the services are provided to;
2. Update the area's existing Vision and Mission;
3. Complete the planning process to identify needed future growth; and
4. Create an overall strategic plan which reflect long-term strategies to achieve identified goals and objectives.

Further, forethought about the future needs of the Nation's government entities were taken into consideration, along with the current Oneida Business Committee's Broad Goals. This range of contemplation also included identification of essential or mandated services outlined in tribal, state, and federal law, and the need for improved system efficiencies.

To address the identified direction or needed improvements, a strategic plan for the area was completed and implementation began in October 2021. Herein, is an overview of completed strategic plan, noting that a full transition into what will now be the Government Administrative Office (GAO) is targeted to be completed by the end of March 2022 (2nd quarter of FY'22). A communication plan is drafted and will be utilized to systematically inform the organization of this change, as well as align with necessary in-house changes, such as letterhead, signage, job descriptions, etc.¹

¹ Transition into the official Government Administrative Office will begin October 2021; however, implementation may be impacted by outside factors or availability of collaborators. Updates on the progress will be provided as requested or needed as progress is made toward implementation.

Government Administrative Office – Update, Transition & Future Development
SEPTEMBER 2021

Lastly, included herein are the GAO's updated Vision and Mission, highlights of the GAO's Strategic Plan, as well as the Good Governance principles that will be actively practiced in the area's decision-making. It is important to note that it is the GAO's intent, to also practice the good-mind principles when implementing and/or practicing the customer service aspect of the area's services - these two sets of principles are to be used in tandem.

Vision Statement: A Nation of strong families build on Tsiʔniyukwalihó·tł and a strong economy.

Mission Statement: We provide key support to the Nation's governing entities by practicing excellent customer service and incorporating good governance principles in our decisions.

Good Governance Principles:

Rule of Law - We will ensure the rules are known and applied equally to all with a clear appeal process (if needed) and are enforced by an impartial regulatory body, for the full protection of Oneida Nation stakeholders.

Transparency - We will be open communicators about actions taken and decisions made ensuring access to information is clear and understandable.

Responsiveness - We will be available to the public and provide timely responses to the needs and thoroughly consider opinions from the public.

Effectiveness and Efficiency - We will implement processes producing favorable results which meets the needs of Membership, Employees, Community, while making the best use of resources – human, technological, financial, natural, and environmental.

Accountability - We will acknowledgement and assume responsibility for decisions and actions as well as the applicable rules of law.

Participation – We provide active support services for government entities, which support stakeholders' participation in their government.

Consensus – We are a neutral conduit that will strive to achieve best outcomes and solutions amicable to stakeholders.

Equity and Inclusiveness - We act to ensure information is timely so that stakeholders have equal to access to public information and support informed decision-making.

Government Administrative Office – Update, Transition & Future Development

SEPTEMBER 2021

Oneida Business Committee Broad Goals:

Health & Safety – We want healthy tribal members and will provide an independent health care system to nurture the health of all native people by reducing drug addictions, providing disability support, and improving mental, physical, social, spiritual, and emotional health to help them feel safe in their environment.

Housing – We want Tribal members of all income levels and family sizes to be given the opportunity for affordable housing by filling vacant homes and meeting all housing needs by fully funding existing and future programs by the end of this term to give them a feeling of security.

Food & Agriculture – We want Tribal members to have accessibility to food and resources that include cash cropping, providing medicines, and creating a sustainable food system, by educating our people, improving existing structures and continuing to explore hemp through the application of sustainable practices to nourish bodies and souls.

Education – We want to provide education from birth to grave by expanding current opportunities for continuous learning by allowing duplicate degrees, certifications, licenses, and nonconventional ways; to improve relationships with area schools and technical colleges; and through the Oneida Language Program so our members have a feeling of accomplishment.

Culture & Language – We want comprehensive language reform by creating a foundation to establish the importance of culture and language by giving increased educational opportunities across the organization, in school systems, offices, the community and in homes; by creating a commission to provide guidance nation-wide; by having a language or culture code to assist in strengthening relationships with other Oneida Tribes; and to support our language immersion program for our communities to come together in harmony to secure our identity and have a sense of belonging.

Revenue Generation – We want to gain financial security by leveraging our assets and strengths, such as agriculture, tourism, entertainment, and the ability to create our own corporate and tax laws to provide financial independence from Gaming and from the federal government to provide a strong economy where the Nation and community members can succeed and have individual independence and self-reliance.

Government Roles & Responsibilities – We strive to be responsive, transparent, and efficient government by improving GTC meeting space post-pandemic and amending and reviewing laws that have an adverse effect on citizens because we apply good governance principles to enhance the government structure which increases effectiveness and efficiency to allow for change so our membership feels heard by the government; has a sense of involvement in the government; and has an understanding of the Nation's laws and processes.

Government Administrative Office – Update, Transition & Future Development
SEPTEMBER 2021



Records Management

- Current Area
- 2 staff
- Staffing Level Assessment in CY'22 to plan for FY'23
- Strategy includes: OROM Law Compliance, centralized record-keeping, planned growth of physical space which meets safety / document protection standards; and, consolidation of vital records & historical document preservation programming.



Administrative Services

- Current Area
- 2 Staff
- 2 Staff In Progress
- Strategy includes: day to day management of gov't administrative functions; oversight and implementation of GAO strategic plan; strategic budget planning of current & planned gov't functions; GTC Meetings options, and overall improvement of customer service through use of technology and streamlined policy.



Boards, Committees & Commissions

- Current Area
- 4 Staff
- Strategy includes: full compliance with BCC Law (and proposed changes as needed); development of supplemental policy and/or rules need to support BCC Law assigned functions; full assessment of BCC member levels required to fulfill purpose; and, standardization of on-boarding, transition, full training and credentialing program.



Government Information Services (Formerly Covid Call Center) Under development

- Current Area under reconstruction
- 1 Staff - currently under call center
- 1 Additional staff by end of 1st Quarter (in progress w/IGAC)
- Pilot Project for year 1
- Overall assessment in progress to identify long term solution(s)
- Strategy includes: centralized location for general Oneida Nation information member service calls and follow up; strategic collaboration with other GAO and IGAC areas to ensure timely & accurate information provided; and, ensure stakeholder ease of access / recall through website and member-only page.

Government Administrative Office – Update, Transition & Future Development

SEPTEMBER 2021

Branding	Quality Assurance	Hopes & Dreams	Service Alignment	Technology Solutions	Space Needs	Planned Growth	Team Wellness
<p>Office name change</p> <p>Folks know who we are & what we do (expectations)</p> <p>Roles & Responsibilities of the BCC's (Meetings, Robert's Rules of Order, Expectations, By-Laws)</p> <p>We are recognizable to the public</p> <p>Make known what services we offer</p>	<p>Office runs efficiently & prepare for change/ideas</p> <p>Individuals' education & professional goals are in progress</p> <p>Actively maintain staff meetings both monthly & quarterly</p> <p>OBC is comfortable in new role</p> <p>Training for Stakeholders (teaching to fish)</p> <p>Trust in the Department</p> <p>SOPs are updated</p> <p>Processes are assessed & changed regularly</p> <p>Change is welcome & accepted</p> <p>Resources are adequate & preplanned</p> <p>Staff are knowledgeable & provide back up</p>	<p>Covid – GONE!</p> <p>32-hour work week</p> <p>Take over little bear</p> <p>Mini Wellness Center</p>	<p>Organization in full compliance w/OROM (open records/ meetings) Law</p> <p>Staff levels remain aligned w/future S.o.S (Support office Services – for any new law, rule, service, etc.)</p> <p>Universal on-boarding for BCC's</p> <p>Keep scope of services up to date</p> <p>Boards able to find solutions to issues</p> <p>Helping Stakeholders / giving solutions</p>	<p>Updated technology</p> <p>Improved database</p> <p>Universal database (include Trust/Enrollment)</p> <p>Latest technology</p> <p>Universal on-boarding for OBC</p>	<p>Building Accessibility</p> <p>Accessible Office & Conference Room Space (separation from school)</p> <p>Future space needs</p> <p>Long-term telecommuting options in place</p> <p>Adequate physical space (for records)</p> <p>Dept. is all together Less physical records are stored</p>	<p>BC Support Services – Assess for Future Central location for tribal member to go for information</p> <p>Wellness opportunity in the office Want to be at work</p>	<p>Want to be at work</p> <p>Enjoy what we're doing</p> <p>Wellness opportunities in the office</p>
<p>Practical Vision developed by the team</p>							

Government Administrative Office – Update, Transition & Future Development

SEPTEMBER 2021

Branding	Quality Assurance	Hopes & Dreams	Service Alignment	Technology Solutions	Space Needs	Planned Growth
<p>Process for changing our name is unknown</p> <p>Not clear who we are, separated areas</p> <p>Once finalized, could be denied by secretary or by OBC</p> <p>This process will help w/potential change in OBC every 3 years.</p>	<p>Budget (easy to not prioritize)</p> <p>Time (easy to not prioritize; good intentions for pre-planning fall through)</p> <p>SOP's – nobody likes doing them (or some things don't happen all the time – OBC transition)</p> <p>Interruptions</p> <p>Polices & procedures</p> <p>Quantity – sheer number of things that need to be updated</p> <p>Mixed methodologies</p> <p>Doing things, the "usual way" (complacency)</p> <p>Absence of personal/professional goals</p> <p>Envisioning / anticipating needs</p>	<p>Things are not within our control</p>	<p>Collaboration w/Stakeholders</p> <p>Roles & responsibilities of BCC staff vs boards own staff</p> <p>Lack of SOP's / standards</p> <p>GC Regulations</p> <p>Unclear expectations w/BCC</p> <p>Resistance to change</p> <p>Need a planned conflict resolution process (staff & BCC)</p> <p>Time</p> <p>Relationships – need positive working relationships</p> <p>Do we need a budget in our area (unclear???)</p>	<p>Budget (things out of our control)</p> <p>Staffing (need designated staff)</p> <p>Time</p> <p>Training & use (finding the "right" system)</p> <p>Law changes impact scope or limit how we can deliver a service</p> <p>Fear of change,</p> <p>Cooperation</p> <p>Trust & Enrollment get forgotten, don't report to GM or BC, uncooperative</p> <p>Tech changes a lot & quickly (by the time we change, there is new technology)</p> <p>Technology that is available (now to us short term)</p>	<p>Budgets (for more space/location)</p> <p>Physical limitations (finite amount of space)</p> <p>Out of our control</p>	<p>Budgets (we don't have one to strategically grow)</p> <p>Space needs – outgrown for area</p> <p>Not enough support</p> <p>Hurdles w/implementation</p> <p>Not enough collaboration</p> <p>Need a change of resolution</p>
<p>Identified Underlying Contradictions</p>				<p>Cumbersome processes</p>		

Government Administrative Office – Update, Transition & Future Development
SEPTEMBER 2021

GAO’s Strategic Actions:

Once the practical vision and identification of underlying contradictions was completed, the next step was for the GAO Team to develop the possible solutions to each of the discovered issues. Identified herein are the GAO’s identified areas where strategic actions will be taken that builds upon the daily work already identified and part of the office’s regular functions. Each of the eight (8) categorical work include its own individual follow up actions and plans, which are available for review upon request. For example, the creation and implementation of an overall communication plan under “continuous improvement” has its own task list and team member listing, review, reporting and communication methods.

As a reminder, the target quarters identified are start dates; the overall work included in this first iteration of the GAO strategic plan is for the calendar year period 2021 – 2025 (FY’22 – FY’26) with a revisit, update and refocus to be completed in calendar year 2024 to ensure strategic budget planning will be on-going. This rolling process is intended to keep a continuous strategy in place moving forward for the GAO area.

Strategic Category	Initiative(s)	Target Start	Principle Alignment
Continuous Improvement	Create an updateable services list	Q2	<i>Rule of Law</i>
	Train regularly & practice time management	Q2	<i>Transparency</i>
	Create electronic forms to match identified service	Q3	<i>Responsiveness</i>
	Create website solutions to keep updated	Q2	<i>Effectiveness & Efficiency</i>
	Define different areas of GAO & communicate clearly	Q1	<i>Accountability Participation</i>
	Create an open report for stakeholders	Q2	<i>Consensus</i>
	Create & implement a communication plan	Q1	<i>Equity & Inclusiveness</i>
Planned Growth	Develop the Covid Call Center into permanent Gov’t Information Services (Collaboration w/IGAC)	Q1	<i>Rule of Law Transparency</i>
	Plan and create a centralized digital record keeping program (OROM Law Compliance)	Q2	<i>Responsiveness Effectiveness & Efficiency Accountability Participation Equity and Inclusiveness</i>
Policy Improvement	Implement standardized telecommuting options & Process	Q2	<i>Rule of Law Transparency Accountability</i>

Government Administrative Office – Update, Transition & Future Development

SEPTEMBER 2021

	Create an SOP processing list & methodology for identification and implementation, communication & training	Q1	<i>Effectiveness & Efficiency Responsiveness Accountability</i>
	Develop & implement standardized transition curriculum & methodology (BC & BCC Members)	Q3	<i>Consensus Equity and Inclusiveness</i>
Virtual Environment	Create & utilize virtual customer service option	Q4	<i>Transparency</i>
	Create virtual option for GTC Meetings	Q1	<i>Responsiveness</i>
	Create a GAO web landing page	Q3	<i>Effectiveness & Efficiency</i>
	Hire a web content administrator	Q3	<i>Accountability Participation Equity and Inclusiveness</i>
Network	Include Gaming Commission in BCC Support	Q3	<i>Transparency</i>
	Maintain strong working relationship with LRO/LOC	Q1	<i>Responsiveness Effectiveness & Efficiency</i>
	Learn from other government on infrastructure (i.e., City of Green Bay, Brown County, Other Tribes, Etc.)	Q2	<i>Consensus</i>
Strategic Budgeting	Team participates in the budgeting process	Q2	<i>Responsiveness</i>
	Be prepared & have information for requests or needs when doing budget preparations	Q2	<i>Effectiveness & Efficiency Accountability</i>
	Ensure all needed contracts are current and/or projected contracts are identified for service areas (i.e., shred it)	Q1	<i>Participation Consensus</i>
Planned Space	Identify space requirements (physical & electronic)	Q2	<i>Rule of Law</i>
	Create a standardized space requirement system	Q2	<i>Effectiveness & Efficiency</i>
	Upgrade physical space & office flow	Q3	<i>Accountability</i>
"How To"	Develop training on transition processes	Q3	<i>Rule of Law</i>
	Create training manuals for area (jobs, departments, on-boarding, travel, etc.)	Q3	<i>Transparency Responsiveness</i>
	Create definition of "records"	Q2	<i>Effectiveness & Efficiency</i>
	Create/update retention schedules (OBC, GTC & Depts), including recommended naming conventions & proposed changes to OROM Law as needed	Q2	<i>Accountability Participation Consensus Equity and Inclusiveness</i>
	Develop & utilize a standard change management plan	Q3	
	Create the job duties (functions) walk through	Q2	
	Create & implement a cross-training training program	Q4	

Government Administrative Office – Update, Transition & Future Development
SEPTEMBER 2021

Key Initial Follow Ups and Funding Source:

As mentioned early in this report, the broad goals of the Oneida Business Committee were taken into consideration when identifying and prioritizing initiatives and projects. There are three key efforts which need the Oneida Business Committee’s on-going support, these include the following:

1. Virtual General Tribal Council Meeting options and platform development
 - a. This will include the technology updates/infrastructure needed as well as planning for changes to existing law or policy as needed;
2. Assessment and transition of the Covid Call Center to a permanent service solution; and
3. Assessment and update of both electronic and physical records space to ensure efficient and concise systems relating to government record retention and recall,
 - a. This will include technology updates/infrastructure needed as well as planning for changes to existing law or policy as needed.

Funding for these three immediate needs is anticipated to be drawn from the allocation identified in BC Resolution 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,” specifically the category of “Government Roles and Responsibilities – focus on improving GTC resources through technology. “

The efforts identified in the GAO plans will require collaboration from across the organization. Specifically, assistance from the General Manager’s Office will be critical as the Management Information Systems will be a key collaborator in the development and implementation. To date, the General Manager’s Office has been extremely helpful for the initial planning stages and continues to be active in collaborative efforts to ensure the Nation is planning the use of resources in the best manner possible.

Question regarding this update can be directed to Lisa Summers, OBC Area Manager via email at lsummer2@oneidanation.org or at ext. 4447.

Adopt resolution entitled Setting Supervision and Management of Direct Reports to the Oneida Business.

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification:

3. Requested Motion:

Accept as information; OR

Adopt resolution entitled Setting Supervision and Management of Direct Reports to OBC and Political Appointees

4. Areas potentially impacted or affected by this request:

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

5. Additional attendees needed for this request:

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 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: | | |

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: Lisa Liggins, Secretary

Primary Requestor: _____



Memorandum

To: Oneida Business Committee

From: Lisa Liggins, Secretary 

Cc: Lisa Summers, BC Area Manager
Kristine Hill, Government Operations Manager

Date: August 15, 2023

Re: Consideration of resolution entitled Setting Supervision and Management of Direct Reports to OBC and Political Appointees

Background:

The Business Committee (BC) has adopted various resolutions regarding the supervision and management of their direct reports, most recently, BC resolution # 02-08-23-C, *Setting Supervision and Management of Direct Reports to the Oneida Business Committee and Professional Support Staff*, which was adopted to more accurately reflect the current reporting structure in place.

Through formal assessment and a series of retreats the Oneida Business Committee decided to return to one-to-one political appointments beginning with the 2023 term; as such, changes to BC resolution # 02-08-23-C are needed to reflect this new structure.

In addition, there is clarification in the proposed resolution regarding the interim reporting of the Security Director. BC resolution # 05-11-22-C, *Amendments to the Oneida Nation Gaming Ordinance*, provided that “the Oneida Business Committee shall be responsible for the supervision and oversight of the Security Department, with the Security Department reporting directly to the Oneida Business Committee per the process and

schedule set by the Oneida Business Committee, until such a time that the Oneida Nation Law Enforcement Ordinance can be amended to address the supervision of the Security Department.” The proposed resolution clarifies this as “interim reporting” and that the Security Director can serve on appointed/elected entities.

Lastly, the proposed resolution provides the Security Director and the BC Area Manager the ability to submit item to the BC agenda in accordance with the Oneida Business Committee meetings law. The BC could, at the meeting or at a later date, consider if other positions should be added to this list, such as the Chief Financial Officer, Senior Staff Attorney, or Audit Director.

Attached is a redline to the current resolution as well as the statement of effect for the proposed resolution.

Requested Action:

Adopt resolution entitled Setting Supervision and Management of Direct Reports to OBC and Political Appointees

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # ~~02-08-23-C~~

Setting Supervision and Management of Direct Reports to the Oneida Business Committee and ~~Professional Support Staff~~ Political Appointments

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

7 **WHEREAS,-** the Oneida Business Committee has been delegated the authority of Article IV,
8 Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
9

10 **WHEREAS,** the Oneida Business Committee has ~~re-instated the position of General Manager, from~~
11 ~~time to provide guidance~~ time, identified how direct reports are supervised for administrative
12 responsibilities and stability direction regarding organizational responsibilities, by the
13 adoption of various resolutions, most recently resolution # BC-02-08-23-C Setting
14 Supervision and Management of Direct Reports to the Oneida Business Committee and
15 Professional Support Staff ~~to the Nation's governmental units assigned to report to that~~
16 ~~position; and~~
17
18
19

20 ~~**WHEREAS,** the Oneida Business Committee has determined that some positions, such as the Chief~~
21 ~~Financial Officer, are not direct reports to the Oneida Business Committee but have~~
22 ~~interactions with and impacts on governmental units; and~~
23

24 ~~**WHEREAS,** the Oneida Business Committee has determined that some positions, such as the Gaming~~
25 ~~General Manager, Emergency Management Director, and Executive Human Resources~~
26 ~~Director, require direct contact and supervision by the Oneida Business Committee~~
27 ~~because of the position (Gaming General Manager), the duties (governmental response),~~
28 ~~or services provided (personnel); and~~
29

30 ~~**WHEREAS,** the Oneida Business Committee has also determined that some positions, such as the~~
31 ~~Executive Assistant, require direct contact and supervision by Oneida Business Committee~~
32 ~~member(s); and~~
33

34 ~~**WHEREAS,** the E. Delgado Oneida Business Committee adopted resolutions clarifying the impact of~~
35 ~~interim actions addressing the removal of the position of the General Manager; and~~
36

37 ~~**WHEREAS,** the T. Danforth Oneida Business Committee adopted clarifying resolutions regarding~~
38 ~~supervision and management of direct reports; and~~
39

40 ~~**WHEREAS,** the Oneida Business Committee has determined that these resolutions provided clear~~
41 ~~guidance to direct reports and should be updated reflecting hiring a General Manager; and~~
42

43 WHEREAS, the Oneida Business Committee re-affirms resolution # BC-01-14-09-D, *Definition of*
 44 *Oversight*; and
 45

46 NOW THEREFORE BE IT RESOLVED, that this resolution shall supersede all prior motions and
 47 resolutions in conflict with the directives set forth in this resolution.
 48

49 BE IT FURTHER RESOLVED, that for purposes of this resolution, "~~direct reports~~ Direct Reports" are
 50 defined as the following positions within the Nation:
 51

52 ~~Chief Counsel, job description # 09030~~
 53 ~~General Manager, job description # 09012~~
 54 ~~Gaming General Manager, job description # 82008~~
 55 ~~Retail General Manager, job description # 09096~~
 56 Business Analyst, job description, # 03029
 57 ~~Intergovernmental Affairs Director~~ Chief Counsel, job description
 58 # ~~0273509030~~
 59 Emergency Management Director, job description # 09072
 60 Executive Human Resources Director, job description # 09097
 61 General Manager, job description # 09012
 62 ~~Security~~ Gaming General Manager, job description # 82008
 63 Intergovernmental Affairs Director, job description # 0042602735
 64 Retail General Manager, job description # 09096
 65

66 BE IT FURTHER RESOLVED, that for the purposes of this resolution, "~~professional support staff~~ Political
 67 Appointments" are defined as the following positions within the Nation:
 68

69 ~~Strategic Planner~~ Administrative Assistant, job description # ~~03406~~ 03340
 70 ~~Project Manager~~ Government Relations Specialist, job description # ~~03144~~ 03341
 71 Executive Assistant, job description # 03113
 72 Legislative Assistant, job description # 03342
 73 Project Coordinator, job description # 03104
 74 ~~Budget Analyst, job description # 03103~~
 75 ~~Executive Assistant, job description # 03113~~
 76

77 BE IT FURTHER RESOLVED that for the purpose of having authorization to present items on the agenda
 78 of the Oneida Business Committee, the following positions within the Nation are defined as a "Direct
 79 Report" in accordance with section 117.7-2(c) of the Oneida Business Committee Meetings law:
 80

81 BC Area Manager, job description # 02974
 82 Security Director, job description # 00426
 83

84 BE IT FURTHER RESOLVED that the follow position within the Nation is defined as an "Interim Report"
 85 of the Oneida Business Committee until such a time that the Oneida Nation Law Enforcement Ordinance
 86 is amended and shall be eligible to serve on an appointed or elected entity:
 87

88 Security Director, job description # 00426
 89

90 BE IT FURTHER RESOLVED, that the Oneida Business Committee delegates the authority and
 91 responsibility of administrative supervision of direct reports to the officers (Chair, Vice-Chair, Treasurer,
 92 Secretary), ~~and Legislative Operating Committee Chair) and of professional support staff to the Oneida~~
 93 ~~Business Committee members to which they are primarily assigned.~~

- 94 1. Administrative supervision shall be defined as matters involving the individual personnel
95 requests such as use of personal or vacation time, performance tracking.
96 2. Administrative supervision requests shall be routed through the Government Administrative
97 Office which shall be responsible for logging in requests and documenting the results.
98

99 **BE IT FURTHER RESOLVED** that the Oneida Business Committee delegates the authority and
100 responsibility of providing direction to direct reports regarding organizational activities to the officers (Chair,
101 Vice-Chair, Treasurer, Secretary), ~~and Legislative Operating Committee Chair) and to professional support~~
102 ~~staff to the Oneida Business Committee members to which they are primarily assigned.~~ Direction regarding
103 organizational activities shall be defined as providing advice and opinion regarding the policy decisions
104 made by the Oneida Business Committee and shall exclude the authority to direct specific action.
105

106 **BE IT FURTHER RESOLVED** that the Oneida Business Committee delegation includes the expectation
107 that actions will be taken by majority vote of the officers and, in all cases, to attempt consensus decision
108 making as agreed to from the ~~initial~~ strategic planning activities.
109

110 **BE IT FURTHER RESOLVED** that the authority and responsibility of administrative supervision to Political
111 Appointments and the authority and responsibility of providing direction to Political Appointments be
112 assigned to the Oneida Business Committee member to which they are appointed.
113

114 **BE IT FURTHER RESOLVED** that the Oneida Business Committee directs the Secretary to forward this
115 resolution to the Human Resources Department and the Government Administrative Office to identify the
116 necessary amendments to the administrative processes and procedures to fully implement this resolution
117 in a timely manner.
118

119 **BE IT FINALLY RESOLVED**, that this resolution shall be effective on Monday August 27, 2023 ~~upon~~
120 ~~adoption.~~

Oneida Nation

Post Office Box 365

Phone: (920)869-2214

Oneida, WI 54155



BC Resolution # _____

Setting Supervision and Management of Direct Reports to the Oneida Business Committee and Political Appointments

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

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

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

WHEREAS, the Oneida Business Committee has, from time to time, identified how direct reports are supervised for administrative responsibilities and direction regarding organizational responsibilities, by the adoption of various resolutions, most recently resolution # BC-02-08-23-C *Setting Supervision and Management of Direct Reports to the Oneida Business Committee and Professional Support Staff*; and

WHEREAS, the Oneida Business Committee re-affirms resolution # BC-01-14-09-D, *Definition of Oversight*; and

NOW THEREFORE BE IT RESOLVED that this resolution shall supersede all prior motions and resolutions in conflict with the directives set forth in this resolution.

BE IT FURTHER RESOLVED that for purposes of this resolution, "Direct Reports" are defined as the following positions within the Nation:

- Business Analyst, job description # 03029
- Chief Counsel, job description # 09030
- Emergency Management Director, job description # 09072
- Executive Human Resources Director, job description # 09097
- General Manager, job description # 09012
- Gaming General Manager, job description # 82008
- Intergovernmental Affairs Director, job description # 02735
- Retail General Manager, job description # 09096

BE IT FURTHER RESOLVED that for the purposes of this resolution, "Political Appointments" are defined as the following positions within the Nation:

- Administrative Assistant, job description # 03340
- Government Relations Specialist, job description # 03341
- Executive Assistant, job description # 03113
- Legislative Assistant, job description # 03342
- Project Coordinator, job description # 03104

BC Resolution # _____
Setting Supervision and Management of Direct Report to the Oneida Business Committee and
Political Appointments
Page 2 of 2

44 **BE IT FURTHER RESOLVED** that for the purpose of having authorization to present items on the agenda
45 of the Oneida Business Committee, the following positions within the Nation are defined as a “Direct
46 Report” in accordance with section 117.7-2(c) of the Oneida Business Committee Meetings law:
47

48 BC Area Manager, job description # 02974
49 Security Director, job description # 00426
50

51 **BE IT FURTHER RESOLVED** that the follow position within the Nation is defined as a “Interim Report” of
52 the Oneida Business Committee until such a time that the Oneida Nation Law Enforcement Ordinance is
53 amended and shall be eligible to serve on an appointed or elected entity:
54

55 Security Director, job description # 00426
56

57 **BE IT FURTHER RESOLVED** that the Oneida Business Committee delegates the authority and
58 responsibility of administrative supervision of direct reports to the officers (Chair, Vice-Chair, Treasurer,
59 Secretary).

- 60 1. Administrative supervision shall be defined as matters involving the individual personnel
61 requests such as use of personal or vacation time, performance tracking.
- 62 2. Administrative supervision requests shall be routed through the Government Administrative
63 Office which shall be responsible for logging in requests and documenting the results.
64

65 **BE IT FURTHER RESOLVED** that the Oneida Business Committee delegates the authority and
66 responsibility of providing direction to direct reports regarding organizational activities to the officers (Chair,
67 Vice-Chair, Treasurer, Secretary). Direction regarding organizational activities shall be defined as providing
68 advice and opinion regarding the policy decisions made by the Oneida Business Committee and shall
69 exclude the authority to direct specific action.
70

71 **BE IT FURTHER RESOLVED** that the Oneida Business Committee delegation includes the expectation
72 that actions will be taken by majority vote of the officers and, in all cases, to attempt consensus decision
73 making as agreed to from the strategic planning activities.
74

75 **BE IT FURTHER RESOLVED** that the authority and responsibility of administrative supervision to Political
76 Appointments and the authority and responsibility of providing direction to Political Appointments be
77 assigned to the Oneida Business Committee member to which they are appointed.
78

79 **BE IT FURTHER RESOLVED** that the Oneida Business Committee directs the Secretary to forward this
80 resolution to the Human Resources Department and the Government Administrative Office to identify the
81 necessary amendments to the administrative processes and procedures to fully implement this resolution
82 in a timely manner.
83

84 **BE IT FINALLY RESOLVED** that this resolution shall be effective on Monday, August 27, 2023.



Statement of Effect

Setting Supervision and Management of Direct Reports to the Oneida Business Committee and Political Appointments

Summary

This resolution identifies the direct reports and political appointments of the Nation, and defines the delegation of authority for the supervision and management of the direct reports and political appointments.

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

Date: August 15, 2023

Analysis by the Legislative Reference Office

The Oneida Business Committee has, from time to time, identified how direct reports are supervised for administrative responsibilities and direction regarding organizational responsibilities, by the adoption of various resolutions, most recently through resolution BC-02-08-23-C *Setting Supervision and Management of Direct Reports to the Oneida Business Committee and Professional Support Staff*.

Overall, this resolution identifies the specific positions of the Nation that are considered direct reports to the Oneida Business Committee, which includes the following:

- Chief Counsel;
- General Manager;
- Gaming General Manager;
- Retail General Manager;
- Business Analyst;
- Intergovernmental Affairs Director;
- Emergency Management Director; and
- Executive Human Resources Director.

This resolution then identifies the specific positions of the Nation that are considered political appointments, which includes the following:

- Administrative Assistant;
- Government Relations Specialist;
- Executive Assistant;
- Legislative Assistant; and
- Project Coordinator.

This resolution identifies that for the purpose of having authorization to present items on the agenda of the Oneida Business Committee, the following positions within the Nation are defined

as a “*Direct Report*” in accordance with section 117.7-2(c) of the Oneida Business Committee Meetings law:

- BC Area Manager; and
- Security Director.

This resolution also identifies that the Security Director position is defined as an “*Interim Report*” of the Oneida Business Committee until such a time that the Oneida Nation Law Enforcement Ordinance is amended and shall be eligible to serve on an appointed or elected entity.

This resolution then addresses the management and supervision of the specified direct reports and political appointees. The authority and responsibility of administrative supervision of direct reports is delegated to the officers, who are identified as the Oneida Business Committee Chairperson, Vice Chairperson, Secretary, and Treasurer. Administrative supervision shall be defined as matters involving the individual personnel requests such as use of personal or vacation time, performance tracking. Administrative supervision requests shall be routed through the Government Administrative Office which shall be responsible for logging in requests and documenting the results.

The officers are also delegated the authority and responsibility of providing direction to direct reports regarding organizational activities. Direction regarding organizational activities shall be defined as providing advice and opinion regarding the policy decisions made by the Oneida Business Committee and shall exclude the authority to direct specific action.

The authority and responsibility of administrative supervision as well as the responsibility of providing direction to the political appointees is delegated to the Oneida Business Committee members to which they are appointed.

This resolution clarifies that the delegation of authority and responsibility to the Oneida Business Committee includes the expectation that the action will be taken by majority vote, and consensus decision making as agreed to from the initial strategic planning activities will be attempted.

The Nation’s Secretary is directed through this resolution to forward this resolution to the Human Resources Department and the Government Administrative Office to identify the necessary amendments to the administrative processes and procedures to fully implement this resolution in a timely manner.

This resolution shall be effective on Monday, August 27, 2023, and shall supersede all prior motions and resolutions in conflict with the directives set forth in this resolution.

Conclusion

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

Determine next steps regarding one (1) vacancy - Anna John Resident Centered Care Community Board

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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: August 15, 2023

RE: Appointment(s) – Anna John Resident Centered Care Community Board

Background

One (1) vacancy were posted for the Anna John Resident Centered Care Community Board. The vacancy is for the term ending July 31, 2027.

The vacancy has been posted since June 2023. The latest application deadline was August 4, 2023, and one (1) application(s) was received for the following applicant(s):

- Shirley Schuyler

Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending July 31, 2027 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 one (1) vacancy Oneida ESC Group, LLC

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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: August 15, 2023

RE: Oneida ESC Group, LLC – Board of Managers

Background

One (1) vacancy was posted for the Oneida ESC Group, LLC – Board of Managers. The vacancy is to complete terms ending June 30, 2026.

The application deadline was August 4, 2023, and one (1) application(s) was received for the following applicant(s):

- Leslie Wheelock

Select action(s) provided below:

- 1) accept the selected the applicant(s) and appoint to a term ending June 30, 2026, OR
- 2) reject the selected applicant(s) and oppose the vote**, OR
- 3) request the Secretary to re-notice the vacancy(ies)

Accept the July 31, 2023, regular Finance Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the FC Minutes for 7/31/23 & E-Poll

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: All areas that require FC approval

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Keith Doxtator, Chief Financial Officer

Primary Requestor: Melissa Alvarado, Office Manager



INTERNAL MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MELISSA ALVARADO, OFFICE MANAGER
SUBJECT: E-POLL RESULTS – FC MINUTES OF JULY 31, 2023
DATE: 8/1/23

An E-Poll vote of the Finance Committee was conducted to approve the Finance Committee meeting minutes of July 31, 2023. The E-Poll and minutes were sent out yesterday July 31, 2023 and concluded today August 1, 2023. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority of 3 FC members voting to approve the July 31, 2023 Finance Committee Meeting Minutes. FC Members voting included: *Keith Doxtator, Jennifer Webster, and Chad Fuss.*

These Finance Committee Minutes of July 31, 2023 will be placed on the next Finance Committee agenda to acknowledge this E-Poll action. Per the FC By-Laws all Minutes of the FC will be submitted to the Secretary's Office once a month for BC acceptance.



ONEIDA
FINANCE COMMITTEE
REGULAR MEETING
JULY 31, 2023 • Time: 9:00 A.M.
Virtual - Microsoft Teams

REGULAR MEETING MINUTES

FC MEMBERS PRESENT:

Keith Doxtator, CFO/FC Vice-Chair Jennifer Webster, BC Council Member
Kirby Metoxen, BC Council Member Chad Fuss, Asst. Gaming CFO

FC MEMBERS EXCUSED: Cristina Danforth, Treasurer/FC Chair

OTHERS PRESENT: Mark W. Powless, David Emerson, Greg Matson, Paul Hockers, Redmon Danforth Jr., Brenda Haen, Sharon Mousseau, Nathalie Benton, Tana Aguirre, Jaime Metoxen, Carol Silva, and Melissa Alvarado taking notes

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

II. APPROVAL OF AGENDA: JULY 31, 2023

Motion by Jennifer Webster to approve the July 31, 2023 Finance Committee Meeting Agenda. Seconded by Kirby Metoxen. Motion carried unanimously.

III. FC MINUTES: July 17, 2023 (Approved via E-Poll on 7/17/23)

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on July 17, 2023 approving the July 17, 2023 Finance Committee Meeting Minutes. Seconded by Kirby Metoxen. Motion carried unanimously.

IV. SPECIAL FC E-POLL:

1. Bicentennial Family Event - Refreshments Amount: 25 Cases
Requester: Rich Figueroa (Approved via E-Poll on 7/14/23)

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on July 14, 2023 approving the OFF Request for Product for the Bicentennial Family Event - Refreshments in the amount of 25 cases. Seconded by Chad Fuss. Motion carried unanimously.

V. TABLED BUSINESS: None**VI. CAPITAL EXPENDITURES:**

1. Broadway Automotive – Vehicle Purchase Amount: \$52,683.50
David Emerson, Gaming-Slots

David Emerson was on Teams and explained the Broadway Automotive – Vehicle Purchase. This purchase is for a van intended to be used by our slot technicians. They currently have a van that's rusting through and beyond worn out. The justification is safety for our employees.

Motion by Jennifer Webster to approve the Broadway Automotive – Vehicle Purchase in the amount of \$52,683.50. Seconded by Kirby Metoxen. Motion carried unanimously.

2. Zitro USA Inc.– Purchase of (6) Trial Games Amount: \$134,793.00
David Emerson, Gaming-Slots

David Emerson was on Teams and explained the Zitro USA Inc. – Purchase of (6) Trial Games. They've had these games on trial now going on four months. They have crossed the threshold as far as popularity, so now we are converting that trial into a genuine sale.

Motion by Jennifer Webster to approve the Zitro USA Inc. – Purchase of (6) Trial Games in the amount of \$134,793.00. Seconded by Kirby Metoxen. Motion carried unanimously.

3. Lynch Truck Center – Vehicle Purchase Amount: \$74,966.00
Greg Matson, CHD

Greg Matson was on Teams and explained both Lynch Truck Center -Vehicle Purchases. The vehicles are for the Plumbing and HVAC staff. These vehicles are set up for carrying a heavier load, larger capacity for AC units and water heaters, that type of stuff in the back with in and out side compartments for specialty items and equipment.

Motion by Jennifer Webster to approve both #3 & #4 Lynch Truck Center – Vehicle Purchases in the amounts of \$74,966.00 & \$76,467.00. Seconded by Kirby Metoxen. Motion carried unanimously.

4. Lynch Truck Center – Vehicle Purchase Amount: \$76,467.00
Greg Matson, CHD

- See Action in Capital Expenditures #3.

5. Elevate97 – Exterior Signs Purchase Amount: \$70,001.00
Paul Hockers, Gaming-Sports Book

Paul Hockers was on Teams and explained the Elevate97 – Exterior Signs Purchase. Request from Sports Book Management to have exterior signs for Sports Book installed at Packerland and Travel Center Casinos. Signs have been approved by Gaming Marketing and

Oneida Retail meeting branding standards.

Motion by Jennifer Webster to approve the Elevate97 – Exterior Signs Purchase in the amount of \$70,001.00. Seconded by Kirby Metoxen. Motion carried unanimously.

6. Broadway Automotive – Vehicle Purchase **Amount: \$65,610.20**

Redmon Danforth Jr., DPW-Automotive

Redmon Danforth Jr. was on Teams and explained the Broadway Automotive – Vehicle Purchase. This purchase is for a high back utility van where you can load bigger equipment and stuff. This vehicle will be going to the Plumbing area to replace one of their trucks that should be taken off the road. It's a safety issue and this vehicle was budgeted for.

Motion by Kirby Metoxen to approve the Broadway Automotive – Vehicle Purchase in the amount of \$65,610.20. Seconded by Jennifer Webster. Motion carried unanimously.

VI. NEW BUSINESS:

1. FY24 Blkt PO – Radisson-Comp Items/Services **Amount: \$1,510,000.00**

Louise Cornelius, Gaming-Admin

Chad Fuss explained the FY24 Blanket PO – Radisson-Comp Items/Services would be used for patron complimentary items and services.

Motion by Jennifer Webster to approve the FY24 Blanket PO – Radisson-Comp Items/Services in the amount of \$1,510,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

2. FY24 Blkt PO – Radisson-Lease Space Fee **Amount: \$163,000.00**

Louise Cornelius, Gaming-Admin

Chad Fuss explained the FY24 Blanket PO – Radisson-Lease Space Fee is the lease space for the food court.

Motion by Jennifer Webster to approve the FY24 Blanket PO – Radisson-Lease Space Fee in the amount of \$163,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

3. FY24 Blkt PO – M3 Insurance Solutions-Services **Amount: \$200,000.00**

Louise Cornelius, Gaming-Admin

Chad Fuss explained the FY24 Blanket PO – M3 Insurance Solutions-Services is for the Registered Nurse, Nurse Practitioner, and Chiropractic services for gaming employees to use that is located on-site.

Motion by Jennifer Webster to approve the FY24 Blanket PO – M3 Insurance Solutions-

Services in the amount of \$200,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

- | | |
|-----------------------------------------|------------------------|
| 4. PRN Home & Therapy LLC - PO Increase | Amount: \$130,000.00 |
| Brenda Haen, Comp Health | Total PO: \$410,000.00 |

Brenda Haen was on Teams and explained the PRN Home & Therapy LLC – Po Increase. PRN helps at the nursing home, the PT therapist and assisting in the set up of the Home Health Agency.

Motion by Jennifer Webster to approve the PRN Home & Therapy LLC – PO Increase in the amount of \$130,000.00 making the total PO \$410,000.00. Seconded by Chad Fuss. Motion carried unanimously.

- | | |
|-------------------------------------|----------------------|
| 5. FY24 Blkt PO – Performance Foods | Amount: \$300,000.00 |
| Sharon Mousseau, ONES | |

Sharon Mousseau was on Teams and explained the FY24 Blanket PO – Performance Foods. This is for purchasing food and supplies for the school cafeterias for the 2023-2024 school year.

Motion by Jennifer Webster to approve the FY24 Blanket PO – Performance Foods in the amount of \$300,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

- | | |
|--------------------------------------------|------------------------|
| 6. Keystone Treatment Center - PO Increase | Amount: \$412,500.00 |
| Mari Kriescher, Behavioral Health | Total PO: \$862,500.00 |

Nathalie Benton was on Teams and explained the Keystone Treatment Center – PO Increase. More clients are going into treatment because of the pandemic. The original PO was for \$450,000 which is not enough money to cover invoices that are coming in for the rest of the fiscal year. Keystone’s daily rate also increase to \$500 a day.

Motion by Jennifer Webster to approve the Keystone Treatment Center – PO Increase in the amount of \$412,500.00 making the total PO \$862,500.00. Seconded by Chad Fuss. Motion carried unanimously.

VII. ONEIDA FINANCE FUND:

Report:

1. Oneida Finance Fund Report – August 2023
Melissa Alvarado, Office Manager

Motion by Kirby Metoxen to accept the Finance Committee Donation Report for August 2023. Seconded by Jennifer Webster. Motion carried unanimously.

Requests: None

VIII. EXECUTIVE SESSION: None

IX. ADMINISTRATIVE /INTERNAL:

1. Finance Committee – FY23 3rd Quarter Report to the BC
Melissa Alvarado, Office Manager

Motion by Jennifer Webster to approve the Finance Committee – FY23 3rd Quarter Report to the BC. Seconded by Kirby Metoxen. Motion carried unanimously.

X. FOLLOW UP: None

XI. FOR INFORMATION ONLY:

1. Govt to Govt with City of Green Bay – Service Agreement
Melinda J. Danforth, Legislative Affairs

Motion by Jennifer Webster to accept both #1 & #2 Govt to Govt with City of Green Bay and Town of Oneida Service Agreements as FYIs. Seconded by Kirby Metoxen. Motion carried unanimously.

2. Govt to Govt with Town of Oneida – Service Agreement
Melinda J. Danforth, Legislative Affairs

- See Action in For Information Only #1.

3. FY24 Blkt PO - State of WI Gaming Compact Fees
Louise Cornelius, Gaming-Admin

Chad Fuss explained the FY24 Blanket POs for State of WI Gaming Compact Fees and National Indian Gaming Commission Fees. These payments are regulatory and need to be made in a timely matter.

Motion by Jennifer Webster to accept both #3 & #4 FY24 Blanket POs for State of WI Gaming Compact Fees and National Indian Gaming Commission Fees as FYIs. Seconded by Kirby Metoxen. Motion carried unanimously.

4. FY24 Blkt PO - National Indian Gaming Commission Fees
Louise Cornelius, Gaming-Admin

- See Action is For Information Only #3.

5. Light & Wonder – Lease (1) Mural Slot Machine-\$65 Per Day

David Emerson, Gaming-Slots

David Emerson was on Teams and explained the Light & Wonder – Lease (1) Mural Slot Machine-\$65 Per Day. This is a FYI for a lease machine and swapping out another lease machine. Pricing is very similar, just upgrading to a different product from a different company.

Motion by Jennifer Webster to accept the Light & Wonder – Lease (1) Mural Slot Machine-\$65 Per Day as FYI. Seconded by Chad Fuss. Motion carried unanimously.

XII. ADJOURN: Motion by Chad Fuss to adjourn. Seconded by Jennifer Webster. Motion carried unanimously. Time: 9:48 A.M.

Minutes submitted by:

Melissa Alvarado, Office Manager

& Finance Committee Contact/Recording Secretary

Finance Committee Approval Date of Minutes via E-Poll: August 1, 2023

Accept the August 14, 2023, regular Finance Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the FC Minutes for 8/14/23 & E-Poll

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: All areas that require FC approval

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Keith Doxtator, Chief Financial Officer

Primary Requestor: Melissa Alvarado, Office Manager



INTERNAL MEMORANDUM

TO: FINANCE COMMITTEE
FROM: MELISSA ALVARADO, OFFICE MANAGER
SUBJECT: E-POLL RESULTS – FC MINUTES OF AUGUST 14, 2023
DATE: 8/15/23

An E-Poll vote of the Finance Committee was conducted to approve the Finance Committee meeting minutes of August 14, 2023. The E-Poll and minutes were sent out yesterday August 14, 2023 and concluded today August 15, 2023. The results of the completed E-Poll are as follows:

E-POLL RESULTS:

There was a Majority of 4 FC members voting to approve the August 14, 2023 Finance Committee Meeting Minutes. FC Members voting included: *Jennifer Webster, Kirby Metoxen, Chad Fuss, and Sarah White.*

These Finance Committee Minutes of August 14, 2023 will be placed on the next Finance Committee agenda to acknowledge this E-Poll action. Per the FC By-Laws all Minutes of the FC will be submitted to the Secretary's Office once a month for BC acceptance.



ONEIDA
FINANCE COMMITTEE
REGULAR MEETING
AUGUST 14, 2023 • Time: 9:00 A.M
Microsoft Teams

REGULAR MEETING MINUTES

FC MEMBERS PRESENT:

Keith Doxtator, CFO/FC Vice-Chair Jennifer Webster, BC Council Member
Kirby Metoxen, BC Council Member Chad Fuss, Asst. Gaming CFO
Sarah White, Purchasing Director

FC MEMBERS EXCUSED: Cristina Danforth, Treasurer/FC Chair

OTHERS PRESENT: Mark W. Powless, Michelle Danforth-Anderson, Ron Wurth, Eric Boulanger, Paul Witek, Paul Truttmann, Sharon Mousseau, Linda Jenkins, Sacheen Lawrence, Carol Silva, and Melissa Alvarado taking notes

I. CALL TO ORDER: The FC Regular Meeting was called to order by the FC Vice-Chair at 9:07 A.M.

II. APPROVAL OF AGENDA: AUGUST 14, 2023

Motion by Jennifer Webster to approve the August 14, 2023 Finance Committee Meeting Agenda with two additions. One under Capital Expenditures #1 Grafix Plus – Purchase of Prism P92 36” Cutter and the other under New Business #8 Nextstar/WFRV Channel 5 – Locker Room Live Contract. Seconded by Chad Fuss. Motion carried unanimously.

III. FC MINUTES: JULY 31, 2023 (Approved via E-Poll on 8/1/23):

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on August 1, 2023 approving the July 31, 2023 Finance Committee Meeting Minutes. Seconded by Kirby Metoxen. Motion carried unanimously.

IV. SPECIAL FC E-POLL:

1. FY23 Dona Req_Bay Navigators Special Olympics Team Amount: \$3,000.00
Requester: Charmaine Lohrenz (Approved via E-Poll on 7/19/23)

Motion by Jennifer Webster to acknowledge the FC E-Poll action taken on July 19, 2023 approving the FY23 Dona Req_Bay Navigators Special Olympics Team in the amount of \$3,000.00. Seconded by Chad Fuss. Motion carried unanimously.

V. TABLED BUSINESS: None

VI. CAPITAL EXPENDITURES:

1. **ADD-ON:** Grafix Plus – Purchase of Prism P92 36” Cutter Amount: \$62,500.00
Michelle Danforth-Anderson, Tourism

Michelle Danforth-Anderson was on Teams and explained the Grafix Plus – Purchase of Prism P92 36” Cutter. After 37 years of service, the Print operation Baum cutter has failed, and Baum no longer makes replacement parts.

Motion by Jennifer Webster to approve the Grafix Plus – Purchase of Prism P92 36” Cutter in the amount of \$62,500.00. Seconded by Chad Fuss. Motion carried unanimously.

VII. NEW BUSINESS:

1. Bluberi – Purchase of (6) Slot Machines Amount: \$140,500.00
David Emerson, Gaming-Slots

Chad Fuss explained the Bluberi – Purchase of (6) Slot Machines. These were test machines that we used, and we had a trial on them. So essentially anything that we made on these machines during the trial period, we were able to keep and based on the performance of the machine. These machines were budgeted for in our slot Cap Ex budget in anticipation that we could purchase them.

Motion by Jennifer Webster to approve the Bluberi – Purchase of (6) Slot Machines in the amount of \$140,500.00. Seconded by Kirby Metoxen. Motion carried unanimously.

2. FY24 Blanket PO – Graphic Composition Inc.-Year 3 of 3 Amount: \$700,000.00
Ron Wurth, Gaming-Marketing

Ron Wurth was on Teams and explained the FY24 Blanket PO for Graphic Composition Inc. Graphic Composition is the printing and media specialist who will be coordinating direct mail (Marketing) for our casino customers for promotions. Graphic Composition has a die cutter VersaTech 2 which reduces die cut costs on small projects. They hold a license for Anywhere Mailer/Permit #4, and this allows them to keep the Oneida indicia regardless of post office location. Using the Anywhere Mailer certification could lead to postage savings. The estimated open PO# amounts are based on variable data (the number of mailings is not always the same amounts). Customer Memberships change on a daily basis.

Motion by Jennifer Webster to approve the FY24 Blanket PO – Graphic Composition Inc.- Year 3 of 3 in the amount of \$700,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

3. FY24 Blanket PO – GSA Government Vehicle Lease Program Amount: \$198,000.00
Eric Boulanger, OPD

Eric Boulanger was on Teams and explained the FY24 Blanket PO for GSA Government Vehicle Lease Program. This is OPD's yearly lease for the squad cars. OPD currently has a fleet of 15 vehicles.

Motion by Jennifer Webster to approve the FY24 Blanket PO – GSA Government Vehicle Lease Program in the amount of \$198,000.00. Seconded by Chad Fuss. Motion carried unanimously.

4. Vinton Construction Company – Construction Contract Amount: \$925,746.29
Paul Witek, Engineering

Paul Witek was on Teams and explained the Vinton Construction Company – Construction Contract. This contract is for the Amelia Cornelius Culture Park, Site Amenities Project (which is the parking lot), and the Veterans Memorial Wall site.

Motion by Jennifer Webster to approve the Vinton Construction Company – Construction Contract in the amount of \$925,746.29. Seconded by Chad Fuss. Motion carried unanimously.

5. Northeast Asphalt Inc. – Construction Contract Amount: \$833,150.00
Paul Witek, Engineering

Paul Witek was on Teams and explained the Northeast Asphalt Inc. – Construction Contract. This contract is for multiple asphalt parking lot replacements throughout the organization. The Parking Lots included in this contract are Norbert Hill Center, Safe Shelter, Employee Health Nursing, OPD, and the Social Service Building Ropes Course, which is a little bit of the trail on the backside of the building there.

Motion by Jennifer Webster to approve the Northeast Asphalt Inc. – Construction Contract in the amount of \$833,150.00. Seconded by Kirby Metoxen. Motion carried unanimously.

6. Asphalt Seal & Repair Inc. – Construction Contract Amount: \$84,715.00
Paul Witek, Engineering

Paul Witek was on Teams and explained the Asphalt Seal & Repair Inc. – Construction Contract. This contract is for Sealcoating and Repairs to the following parking lots: Oneida Nation Elementary School, Three Sisters Headstart, and Oneida VFW Post 7784.

Motion by Chad Fuss to approve the Asphalt Seal & Repair Inc. – Construction Contract in the amount of \$84,715.00. Seconded by Kirby Metoxen. Motion carried unanimously.

7. FY24 Blanket PO – Lamers Bus Lines Inc. Amount: \$420,000.00

Sharon Mousseau, ONES

Sharon Mousseau was on Teams and explained the FY24 Blanket PO for Lamers Bus Lines Inc. This is for Bus Transportation contract for the 2023-2024 school year. This is BIE funded and Tribal Contribution.

Motion by Jennifer Webster to approve the FY24 Blanket PO – Lamers Bus Lines Inc. in the amount of \$420,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

8. ADD-ON: Nextstar/WFRV Channel 5 – Locker Room Live Contract Amount: \$84,000.00

Michelle Danforth-Anderson, Tourism

Michelle Danforth-Anderson was on Teams and explained the Nextstar/WFRV Channel 5 – Locker Room Live Contract. Met with WFRV to go over the advertising agreement. The air times are 9/4/23 – 1/12/24. Playoffs are contingent on how far the Packers go into the post season. Cedar & Sage is the hosting venue. This is the one large scale television advertising agreement that has a Packer specific focus. Green Bay Packers are the #1 tourism draw to Northeast Wisconsin.

Motion by Jennifer Webster to approve the Nextstar/WFRV Channel 5 – Locker Room Live Contract in the amount of \$84,000.00. Seconded by Kirby Metoxen. Motion carried unanimously.

VII. DONATIONS:

Report:

1. FC Donation Report – August 2023
Melissa Alvarado, Office Manager

Motion by Jennifer Webster to accept the Finance Committee Donation Report for August 2023. Seconded by Kirby Metoxen. Motion carried unanimously.

Requests:

1. St. Joseph Congregation – Donation Amount: \$3,000.00
Requester: Everett Doxtator, Deacon

X. FOLLOW UP: None

XI. FOR INFORMATION ONLY:

1. FY23 Blanket PO Increase – Light & Wonder
David Emerson, Gaming – Slots

Chad Fuss explained the FY23 Blanket PO Increase for Light & Wonder. These machines are performing real good therefore our monthly payments go up and therefore the FY23 Blanket PO needs to be increased.

Motion by Jennifer Webster to accept both #1 FY23 Blanket PO Increase-Light & Wonder and #2 FY24 Blanket POs for Gaming Slots (9) as FYIs. Seconded by Kirby Metoxen. Motion carried unanimously.

2. FY24 Blanket POs for Gaming Slots (9)
David Emerson, Gaming – Slots

Chad Fuss explained the FY24 Blanket POs for Gaming Slots (9). These are the FY24 Blanket POs for Slots and again the reason we put these on here as FYI is because they're not technically a purchase, it's a cost of doing business or a cost of goods.

- See Action in For Information Only #1.

XII. ADJOURN: Motion by Kirby Metoxen to adjourn. Seconded by Jennifer Webster.

Motion carried unanimously. Time: 9:59 A.M.

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

Finance Committee Approval Date of Minutes via E-Poll: August 15, 2023

Accept the July 18, 2023, regular Legislative Operating Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the July 18, 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: *Describe*

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

- | | | |
|-------------------------------------------------|--------------------------------------------------|-------------------------------------------------|
| <input type="checkbox"/> Bylaws | <input type="checkbox"/> Fiscal Impact Statement | <input type="checkbox"/> Presentation |
| <input type="checkbox"/> Contract Document(s) | <input type="checkbox"/> Law | <input type="checkbox"/> Report |
| <input type="checkbox"/> Correspondence | <input type="checkbox"/> Legal Review | <input type="checkbox"/> Resolution |
| <input type="checkbox"/> Draft GTC Notice | <input 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

Microsoft Teams

July 18, 2023

9:00 a.m.

Present on Microsoft Teams: David P. Jordan, Daniel Guzman King, Jennifer Webster

Excused: Kirby Metoxen

Others Present on Microsoft Teams: Clorissa N. Leeman, Grace Elliott, Brooke Doxtator, Keith Doxtator, Rhiannon Metoxen, Michelle Braaten, Peggy Van Gheem, Carrie Lindsey, Eric Boulanger, Laura Laitinen-Warren, Tina Jorgensen, Anna Balke, Kristine Hill, Lisa Moore, Wendy Alvarez

I. Call to Order and Approval of the Agenda

David P. Jordan called the July 18, 2023, Legislative Operating Committee meeting to order at 9:00 a.m.

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

II. Minutes to be Approved

1. July 10, 2023 LOC Meeting Minutes

Motion by Jennifer Webster to approve the July 10, 2023, LOC meeting minutes and forward to the Oneida Business Committee; seconded by Daniel Guzman King. Motion carried unanimously.

III. Current Business

1. Oneida Personnel Policies and Procedures Amendments

Motion by Jennifer Webster to accept the updated public comment review memorandum; seconded by Daniel Guzman King. Motion carried unanimously.

IV. New Submissions

V. Additions

VI. Administrative Items

VII. Executive Session



VIII. Adjourn

Motion by Jennifer Webster to adjourn at 9:11 a.m.; seconded by Daniel Guzman King.

Motion carried unanimously.

Accept the August 3, 2023, regular Legislative Operating Committee meeting minutes

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the August 3, 2023, Legislative Operating Committee meeting minutes.

4. Areas potentially impacted or affected by this request:

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

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

Microsoft Teams

August 3, 2023

2:00 p.m.

Present on Microsoft Teams: David P. Jordan, Daniel Guzman King, Jennifer Webster, Kirby Metoxen

Others Present on Microsoft Teams: Clorissa N. Leeman, Grace Elliott, Kristal Hill, Brooke Doxtator, Keith Doxtator, Michelle Braaten, Peggy Van Gheem, Eric Boulanger, Tina Jorgensen, Mark A. Powless, Mark W. Powless, Mary Graves, Kaylynn Gresham, James Poels, Lisa Moore, Jonas Hill, Jameson Wilson, Debra Powless

I. Call to Order and Approval of the Agenda

David P. Jordan called the August 3, 2023, Legislative Operating Committee meeting to order at 9:00 a.m.

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

II. Minutes to be Approved

1. July 18, 2023 LOC Meeting Minutes

Motion by Jennifer Webster to approve the July 18, 2023, LOC meeting minutes and forward to the Oneida Business Committee; seconded by Kirby Metoxen. Motion carried unanimously.

III. Current Business

1. Oneida Life Insurance Plan Law

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

IV. New Submissions

V. Additions



VI. Administrative Items

1. Legislative Operating Committee Fiscal Year 2023 Third Quarter Report

Motion by Jennifer Webster to approve the LOC Fiscal Year 2023 Third Quarter Report and forward to the Oneida Business Committee; seconded by Daniel Guzman King. Motion carried unanimously.

VII. Executive Session

VIII. Adjourn

Motion by Jennifer Webster to adjourn at 2: 09 p.m.; seconded by Daniel Guzman King. Motion carried unanimously.

Accept the Legislative Operating Committee 2020-2023 end of term report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the 2020-2023 Legislative Operating Committee End of Term Report

4. Areas potentially impacted or affected by this request:

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

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 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 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: August 16, 2023
 RE: 2020-2023 Legislative Operating Committee End of Term Report

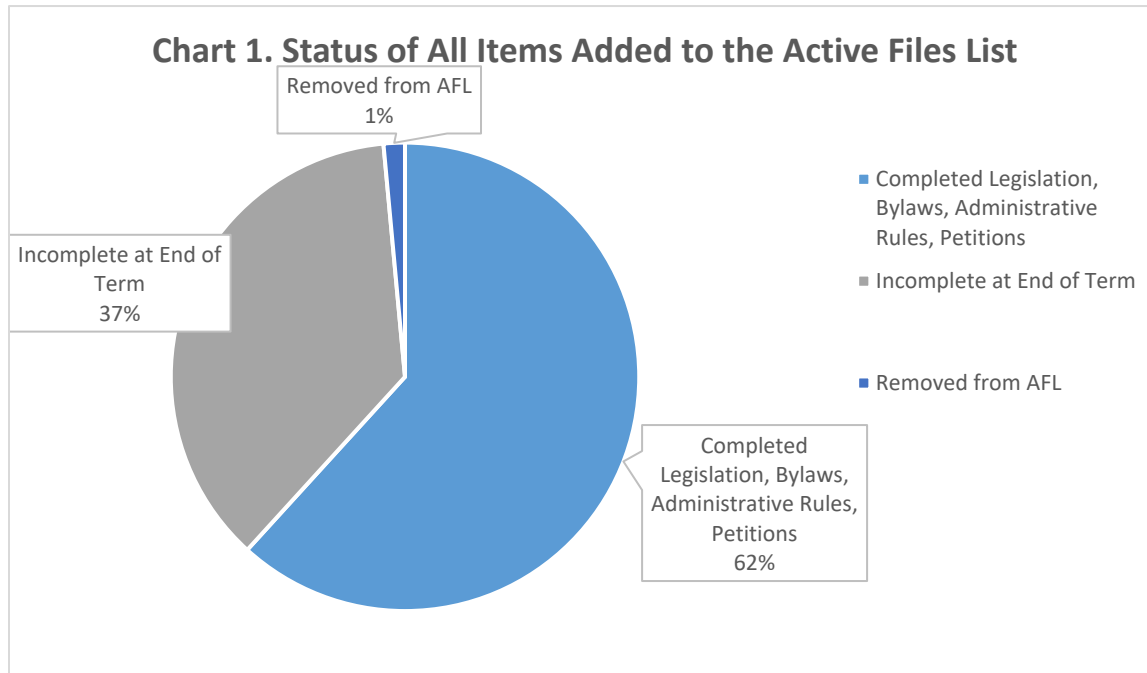
The Legislative Operating Committee is the legislative body of the Oneida Nation and is comprised of the five (5) non-officer members of the Oneida Business Committee. During the 2020-2023 legislative term the Legislative Operating Committee was comprised of David P. Jordan (chairman), Kirby Metoxen (vice-chairman), Jennifer Webster, Daniel Guzman King, and Marie Cornelius.

This report details the Legislative Operating Committee's accomplishments during the 2020-2023 legislative term and is based on information from the Legislative Operating Committee's Active Files List ("AFL"), which is used to track the work of the Legislative Operating Committee.

Table 1. below provides a summary of the Legislative Operating Committee's work during the 2020-2023 Legislative Term. The remainder of the report provides more in-depth detail on the accomplishments of the Legislative Operating Committee.

Table 1.	
Summary of the Legislative Operating Committee 2020-2023 Term	
LEGISLATION	
New Laws	
New Laws Adopted	10
New Laws Added to AFL and Incomplete at End of Term	19
Amendments	
Amendments Adopted	29
Amendments Added to AFL and Incomplete at End of Term	25
<i>Total Legislative Items Added to AFL</i>	
83	
NON-LEGISLATIVE ITEMS	
Bylaws Amendments	
Bylaws Amendments Adopted	5
Bylaws Amendments Added to AFL and Incomplete at End of Term	6
Administrative Rules	
Administrative Rules Certified and Adopted	5
Administrative Rules Incomplete at End of Term	0
General Tribal Council Petitions	
GTC Petitions Processed	35
GTC Petitions Placed onto AFL and Incomplete at End of Term	0
<i>Total Non-Legislative Items Added to AFL</i>	
51	
<i>Total Legislative and Non-Legislative Items Added to AFL During Term</i>	
134	

Chart 1. below looks at the status of all items added to the Active Files List at the end of the 2020-2023 term.



Overall, the Legislative Operating Committee completed eighty-four (84) items during the 2020-2023 legislative term, which included work on laws of the Nation – including both new laws and amendments, bylaws, administrative rules and General Tribal Council petitions. Fifty (50) items remain incomplete at the end of the legislative term. Two (2) items were removed from the Active Files List. While working on all of these items the Legislative Operating Committee held nine (9) public meetings, held open fifteen (15) public comment periods, and held over three hundred (300) work meetings.

The Legislative Operating Committee completed approximately **sixty-two percent (62%)** of all work that was placed on the Active Files List during the 2020-2023 term.

LEGISLATION

The main responsibility of the Legislative Operating Committee is the drafting of legislation – including both new laws and amendments to laws. Drafting legislation allows the Nation to exercise its inherent sovereignty. Legislation of the Nation effects every facet of the Nation:

- Legislation assists in creating strong economic systems and ensuring the long-term stability of the Nation;
- Legislation promotes social changes and public safety;
- Legislation provides effective guidance for every area and department of the Nation; and
- Legislation promotes good governance.

The drafting and development of legislation helps build a responsible Nation which advances Onʼyote?a.ka principles. The Legislative Operating Committee adopted thirty-nine (39) pieces of legislation this term.

Once the Legislative Operating Committee decides to add a legislative request to its Active Files List the development of proposed legislation begins with conducting research on the topic of the legislation. The Legislative Operating Committee organizes and conducts collaborative work meetings with affected entities to develop the proposed legislation. Once a draft of the proposed legislation is developed and a legislative analysis is completed, the Legislative Operating Committee holds a public meeting and public comment period for the proposed legislation for the purpose of collecting input from the community. Once the Legislative Operating Committee considers all public comments that were received and finalizes the draft, a fiscal impact statement is requested. The proposed legislation is then presented to the Oneida Business Committee or General Tribal Council for adoption.

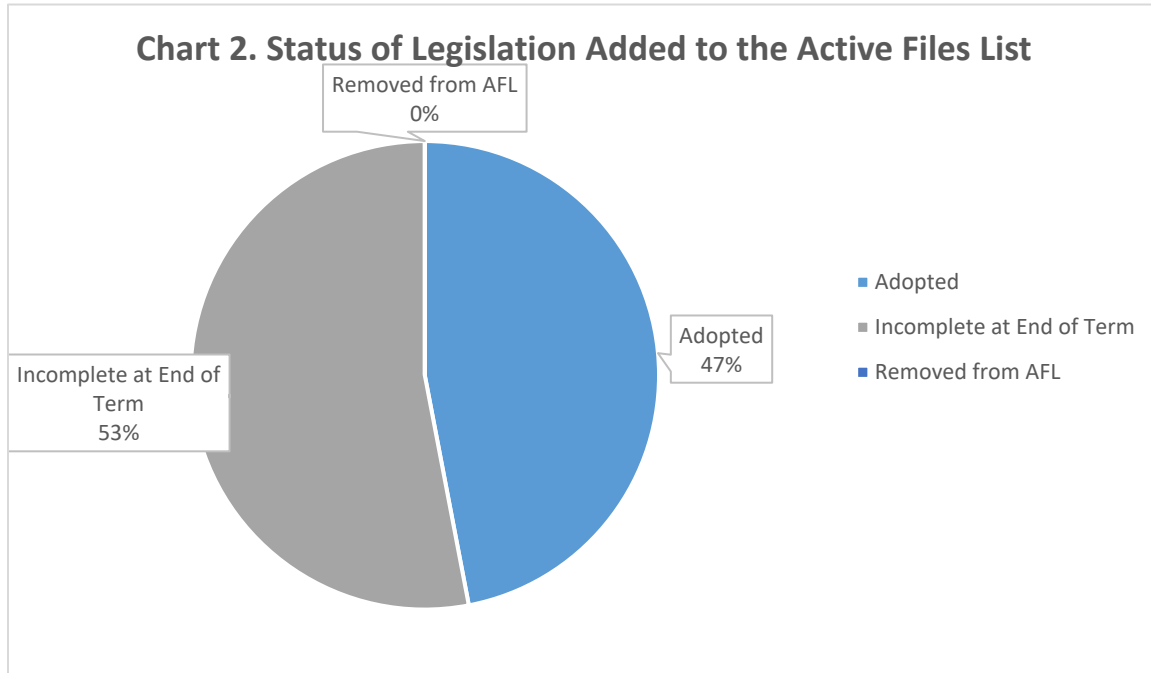
Table 2. below provides more details on the status of the Legislative Operating Committee’s legislative accomplishments and work during the 2017-2020 term.

Table 2. Legislation During the 2020-2023 Term	
ADOPTED LEGISLATION	
New Laws Adopted	10
Pandemic Relief Assistance Law <i>[Emergency Adoption]</i>	BC-11-24-20-D
Industrial Hemp Law	BC-12-09-20-A
Public Peace Law	BC-09-08-21-A
Oneida General Welfare Law	BC-12-08-21-A
Oneida Nation Assistance Fund Law <i>[Emergency Adoption]</i>	BC-06-08-22-A
Elder Assistance Program Law	BC-07-13-22-A
Healing to Wellness Court Law	BC-07-13-22-D
Oneida Life Insurance Plan Law <i>[Emergency Adoption]</i>	BC-09-28-22-C
Oneida Nation Assistance Fund Law	BC-11-30-22-E
Oneida Life Insurance Plan Law <i>[Extension of Emergency Adoption]</i>	BC-03-22-23-C
Oneida Life Insurance Plan Law	Tentative 8/23/23*
Amendments Adopted	29
General Tribal Council Meeting Stipend Payment Policy Amendments <i>[Emergency Amendments Extension]</i>	BC-09-23-20-B
Budget Management and Control Law Amendments <i>[Emergency Amendments]</i>	BC-11-24-20-E
Oneida General Welfare Law Amendments <i>[Emergency Amendments]</i>	BC-02-10-21-B
Oneida Higher Education Pandemic Relief Fund Law Amendments <i>[Emergency Amendments]</i>	BC-02-24-21-A

Emergency Management and Homeland Security Law Amendments	BC-03-10-21-A
Community Support Fund Law Amendments	BC-03-10-21-C
Pardon and Forgiveness Law Amendments [<i>Emergency Amendments</i>]	BC-04-28-21-A
Election Law Amendments [<i>Emergency Amendments</i>]	BC-04-28-21-B
Budget Management and Control Law Amendments [<i>Emergency Amendments</i>]	BC-05-12-21-C
Oneida Nation Gaming Ordinance Amendments [<i>Emergency Amendments</i>]	BC-05-12-21-D
Oneida Worker's Compensation Law Amendments [<i>Emergency Amendments</i>]	BC-05-12-21-H
Early Return to Work Law Amendments [<i>Emergency Amendments</i>]	BC-05-12-21-I
Oneida General Welfare Law Amendments [<i>Extension of Emergency Amendments</i>]	BC-07-28-21-M
Pardon and Forgiveness Law Amendments [<i>Extension of Emergency Amendments</i>]	BC-10-27-21-A
Oneida Nation Gaming Ordinance Amendments [<i>Extension of Emergency Amendments</i>]	BC-11-10-21-A
Budget Management and Control Law Amendments [<i>Extension of Emergency Amendments</i>]	BC-11-10-21-B
Oneida Personnel Policies and Procedures Amendments [<i>Emergency Amendments</i>]	BC-11-24-21-A
Furlough Law Amendments	BC-02-09-22-A
Oneida Personnel Policies and Procedures Amendments [<i>Emergency Amendments</i>]	BC-05-11-22-A
Budget Management and Control Law Amendments	BC-05-11-22-B
Oneida Nation Gaming Ordinance Amendments	BC-05-11-22-C
Election Law Amendments [<i>Emergency Amendments</i>]	BC-07-13-22-E
Children's Code Amendments	BC-09-14-22-A
Emergency Management Law Amendments [<i>Emergency Amendments</i>]	BC-09-14-22-B
Budget and Finances Law Amendments [<i>Emergency Amendments</i>]	BC-10-26-22-D
Oneida Personnel Policies and Procedures Amendments [<i>Extension of Emergency Amendments</i>]	BC11-07-22-A
Election Law Amendments [<i>Emergency Amendments</i>]	BC-12-28-22-B
Election Law Amendments [<i>Emergency Amendments</i>]	BC-03-08-23-B
Emergency Management Law Amendments	BC-03-08-23-C
Total Laws Adopted	39
LEGISLATION ADDED TO AFL BUT INCOMPLETE AT END OF TERM	
New Laws Added to AFL But Incomplete at End of Term	19
Business Corporations Law	
Credit Collections Law	
Drug and Alcohol Free Law for Elected and Appointed Officials	
Elder Protection Law	
Emergency Gift Card Law	

Environmental Review Law	
Fire Signs Law	
Guardianship Law	
Higher Education Scholarship Law	
Marijuana Law	
Misappropriation of Funds Law	
Oneida Land Trust Law	
Oneida Language Code	
Probate Law	
Sanctions and Penalties Law	
Taxation Law	
Traffic Law	
Tribal Sovereignty in Data Research Law	
Two Spirit Inclusion Law	
Amendments Added to AFL But Incomplete at End of Term	25
All Terrain Vehicle Amendments	
Back Pay Law Amendments	
Cemetery Law Amendments	
Clear Air Policy Amendments	
Code of Ethics Amendments	
Domestic Animals Law Amendments	
Drug and Alcohol Free Workplace Law Amendments	
Endowments Law Amendments	
Eviction and Termination Law Amendments	
Furlough Law Amendments	
Hunting, Fishing, and Trapping Law Amendments	
Investigative Leave Policy Amendments	
Law Enforcement Ordinance Amendments	
Layoff Policy Amendments	
Local Land Use Regulation Reimbursement Policy Repeal	
Oneida Personnel Policies and Procedures Amendments	
On-Site Waste Disposal Law Amendments	
Public Use of Tribal Land Law Amendments	
Real Property Law Amendments	
Recycling and Solid Waste Disposal Law Amendments	
Tribal Environmental Response Law Amendments	
Tribal Environmental Quality Review Law Amendments	
Water Resources Law Amendments	
Well Abandonment Law Amendments	
Workplace Violence Law Amendments	
Total Laws Remaining on AFL	44
LEGISLATION REMOVED FROM AFL	
Laws Removed from AFL	0

Chart 2. below looks at the status of all legislative items – meaning new laws and amendments to laws - added to the Active Files List at the end of the 2020-2023 term.



Looking specifically at legislation of the Nation, thirty-nine (39) legislative items, including new laws and amendments to laws, were adopted into law during the 2020-2023 legislative term. Forty-four (44) legislative items remain incomplete on the Active Files List at the end of term. Zero (0) legislative items were removed from the Active Files List during the 2020-2023 term. Six (6) laws were denied being added to the Active Files List during the 2020-2023 legislative term.

The Legislative Operating Committee completed approximately forty-seven percent (47%) of legislative items that were placed on the Active Files List during the 2020-2023 term. In comparison to prior terms, the completion rate for the 2008-2011 term was fifty-eight percent (58%), for the 2011-2014 term it was fifty-four percent (54%), for 2014-2017 term it was fifty-three percent (53%), and for the 2017-2020 term it was fifty-six percent (56%).

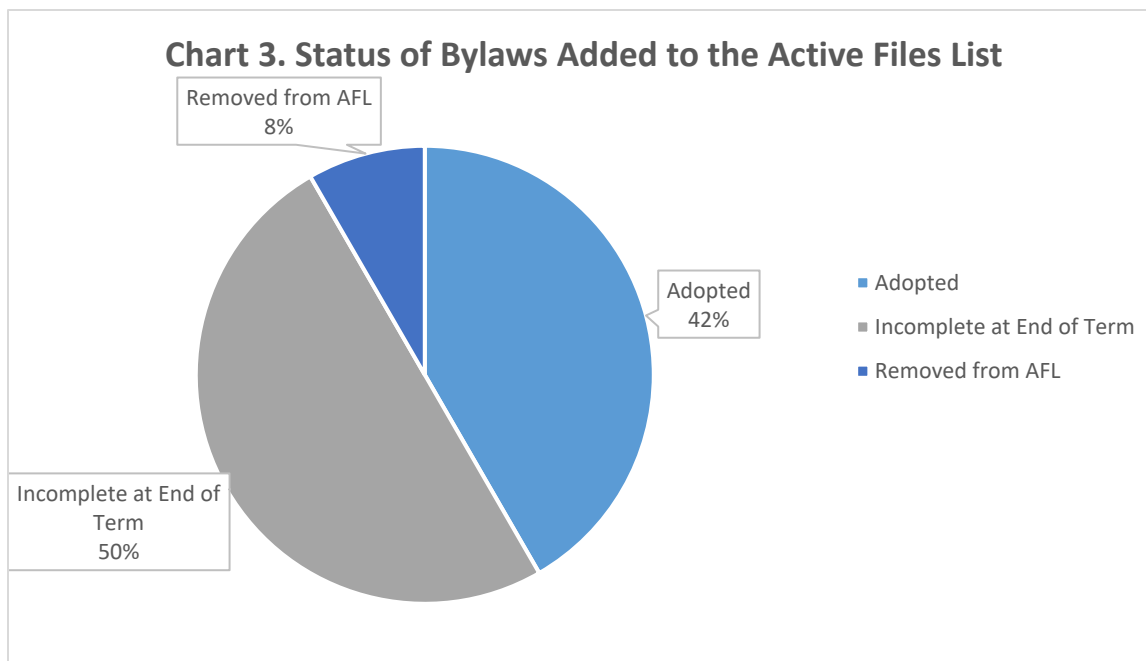
BYLAWS AMENDMENTS

The Legislative Operating Committee assists boards, committees, and commissions with the drafting of their bylaws, and also provides a legislative analysis of all bylaws which provided a plain English explanation of the changes and also ensured the bylaws were in compliance with the amended Boards, Committees, and Commissions law as well as any other law of the Nation.

Table 3. below demonstrates the status of all bylaws that were added to the Active Files List during the 2020-2023 legislative term.

Table 3. Bylaws During the 2017-2020 Term	
ADOPTED BYLAWS	
Oneida Nation Emergency Planning Committee Bylaws Amendments	01/27/21
Audit Committee Bylaws Amendments	04/14/21
Pardon and Forgiveness Screening Committee Bylaws Amendments	04/28/21
Oneida Nation Arts Board Bylaws Amendments	01/26/22
Audit Committee Bylaws Amendments	12/14/22
Total Bylaws Adopted	5
BYLAWS ADDED TO AFL BUT INCOMPLETE AT END OF TERM	
Finance Committee Bylaws Amendments	
Oneida Election Board Bylaws Amendments	
Oneida Nation Emergency Planning Committee Bylaws Amendments	
Oneida Nation Veterans Affairs Committee Bylaws Amendments	
Oneida Personnel Commission Bylaws Amendments	
Oneida Trust Enrollment Committee Bylaws Amendments	
Total Bylaws Remaining on AFL	6
BYLAWS REMOVED FROM AFL	
Oneida Nation Emergency Planning Committee Bylaws Amendments	
Total Bylaws Removed from AFL	1

Chart 3. below looks at the status of all bylaws added to the Active Files List at the end of the 2020-2023 term.



Looking specifically at bylaws of the Nation, five (5) bylaws were amended during the 2020-2023 legislative term. Six (6) bylaws remain incomplete on the Active Files List at the end of term. One (1) set of bylaws was removed from the Active Files List during the 2020-2023 term.

The Legislative Operating Committee completed approximately forty-two percent (42%) of bylaws that were placed on the Active Files List during the 2020-2023 term.

GENERAL TRIBAL COUNCIL PETITIONS

The Constitution and Bylaws of the Oneida Nation provides that fifty (50) qualified voters may, by written notice, call special meetings of the General Tribal Council. *[Article III Section 6 of the Constitution]*. The Oneida Business Committee requires that when a petition for a special General Tribal Council meeting is submitted a statement of effect, legal, and financial opinion are developed regarding the petition so that the information can be shared with the General Tribal Council in order to assist in creating informed discussion and improved decision-making. The Legislative Reference Office provides a statement of effect for all petitions. The statement of effect for petitions explains the legislative impact adopting the requested action of a petition would have on the laws and policies of the Nation.

Table 4. below provides the number of General Tribal Council petitions a statement of effect was provided for during the 2020-2023 term:

Table 4.
General Tribal Council Petitions during the 2020-2023 Term
GENERAL TRIBAL COUNCIL PETITIONS COMPLETED
Petition: M. Debraska – Increase GTC Stipend
Petition: L. Elm – Real Property Law Eviction and Termination
Petition: N. Barton – \$2,500 GWA Payment for Three Years
Petition: L. Zeise: Uncap All Employee Wages
Petition: L. Dallas – Alcohol and Drug Addiction Treatment Assistance
Petition: L. Dallas – FY 2023 Budget
Petition: L. Dallas – GTC Directive for OBC to Stay Out of Day-to-Day Business
Petition: L. Dallas – Disclosure of FY- 2020 Budget
Petition: L. Dallas – Disclosure of FY- 2021 Budget
Petition: L. Dallas – Disclosure of FY- 2022 Budget
Petition: L. Dallas – Implement Payments of Medicare Plan B Premium Payments to all Eligible Oneida Enrolled Members
Petition: L. Dallas – Term Limits for 2023
Petition: L. Dallas – Budgets for the Oneida Nation be Brought Before the General Tribal Council
Petition: L. Dallas – Community Improvement Projects (CIP) and Funding
Petition: L. Dallas – Contract of Chief Counsel JoAnne House

Petition: L. Dallas – Direct a Certified Parliamentarian be Appointed by General Tribal Council Prior to Each General Tribal Council Meeting	
Petition: L. Dallas – Disclosure of Oneida Nation Travel Expenditures from January 1, 2020 – Present	
Petition: L. Dallas – Disclosure of Oneida Nation Travel Expenditures to England for the October 9, 2022, Green Bay Packer Game	
Petition: L. Dallas – Donations - Internal and External	
Petition: L. Dallas – Repeal GTC Resolution # 01-21-19-A Amending the 120-Day Petition Timeline Adopted by General Tribal Council	
Petition: L. Dallas – Repeal the Budget and Finances Law	
Petition: L. Dallas – Direct that the Oneida Nation Organizational Structure Return to the Previous State it was Prior to March 2020	
Petition: L. Dallas – 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	
Petition: L. Dallas – Directives for Oneida Nation Chief Counsel Position	
Petition: L. Dallas – Disclosure of Funds, Expenditures, and Organizational Changes from March 2020-Present	
Petition: L. Dallas– Emergency Amendments to the Election Law for the 2023 General Election	
Petition: L. Dallas – General Tribal Council Directive Regarding Advocacy Training	
Petition: L. Dallas – Oneida Nation Disability Fund	
Petition: L. Dallas – Repeal and Replace Current Removal Law	
Petition: L. Dallas – Review and Discuss General Tribal Council's Delegation of Power and Authority to all Entities	
Petition: L. Dallas – Transitional Housing	
Petition: L. Dallas – Void the November 15, 2022, Virtual Semi-Annual General Tribal Council Meeting	
Petition: L. Dallas– Allow the General Tribal Council Full Informational Access to the Oneida Nation’s Revenue	
Petition: L. Dallas– Direct the Oneida Business Committee to Plan for and Construct a General Tribal Council Meeting Facility	
Petition: R. Skenandore - Make the Tribal Minimum Wage \$15.00/hour Mean \$15.00/hour with No Exceptions or Loopholes	
<i>Total GTC Petitions Completed</i>	35
GENERAL TRIBAL COUNCIL PETITIONS INCOMPLETE AT END OF TERM	
<i>Total GTC Petitions Incomplete at End of Term</i>	0
GENERAL TRIBAL COUNCIL PETITIONS REMOVED FROM AFL	
Petition: M. Cornelius – Chief Financial Officer Position	
<i>Total GTC Petitions Removed from AFL</i>	1

Looking specifically at General Tribal Council petitions for the Nation, thirty-five (55) General Tribal Council petitions were completed during the 2020-2023 legislative term. Zero (0) General Tribal Council petitions remain incomplete on the Active Files List at the end of term. One (1)

General Tribal Council petition was removed from the Active Files List during the 2020-2023 term.

The Legislative Operating Committee completed work on one hundred percent (100%) of bylaws that were placed on the Active Files List during the 2020-2023 term.

ADMINISTRATIVE RULES

The Legislative Operating Committee assists in the development of rules under the Administrative Rulemaking law. Upon request the Legislative Operating Committee will provide guidance and drafting assistance to any entity of the Nation that has been delegated administrative rulemaking authority and tasked with the development of a rule. Once a rule has been drafted by an entity, the Legislative Reference Office provides the entity with a statement of effect for the proposed rule. The statement of effect explains the impact adopting a rule would have on the laws and policies of the Nation and provides whether the rule exceeds the delegated rulemaking authority.

The Legislative Operating Committee is then tasked with certifying a rule before it is presented to the Oneida Business Committee for consideration. The Legislative Operating Committee reviews the proposed rule and accompanying administrative record to ensure that the promulgation of the rule complies with the procedural requirements contained in this law; that the administrative record is complete; and that the rule does not exceed its rulemaking authority or conflict with any other law, policy, rule or resolution of the Nation.

Table 5. below demonstrates the administrative rules that have been certified by the Legislative Operating Committee and adopted, amended, or repealed by the Oneida Business Committee during the 2020-2023 term.

Table 5.	
Administrative Rules During the 2020-2023 Term	
COMPLETED ADMINISTRATIVE RULES	
Landlord-Tenant Law Rule No. 2 - Income Based Rental Program Eligibility, Selection and Other Requirements Amendments [Emergency Amendments]	01/27/21
Community Support Fund Law Rule Handbook Amendments	06/9/21
Leasing Law Rule No. 5 – Tribal Housing Reacquisition of Individual Fee and Trust Title (THRIFTT)	09/8/21
Leasing Law Rule No. 6 -Homeownership by Independent Purchase Program (HIPP) Amendments	09/8/21
Leasing Law Rule No. 5 – Tribal Housing Reacquisition of Individual Fee and Trust Title (THRIFTT) Repeal	10/13/21
Total Completed Administrative Rules	5
INCOMPLETE ADMINISTRATIVE RULES REMAINING ON AFL	
Total Incomplete Administrative Rules on the AFL	0

Looking specifically at administrative rules for the Nation, five (5) administrative rules were completed during the 2020-2023 legislative term. Zero (0) administrative rules remain incomplete on the Active Files List at the end of term. Zero (0) administrative rules were removed from the Active Files List during the 2020-2023 term.

The Legislative Operating Committee completed work on one hundred percent (100%) of administrative rules that were placed on the Active Files List during the 2020-2023 term.

CONCLUSION

The Legislative Operating Committee's 2020-2023 legislative term was successful. Important legislative work was completed that aligns with the Oneida Nation's vision, *A Nation of strong families built on Tsi ʔNiyukwaliho TÁ and a strong economy.*

The Legislative Operating Committee hopes that the 2023-2026 legislative term will continue to focus on improving public participation and the development of important legislative efforts.

Yawáko.



The 2020-2023 Legislative Operating Committee

From left to right:

Jennifer Webster, Kirby Metoxen, David P. Jordan, Marie Cornelius, Daniel Guzman King

Approve the travel report - Secretary Lisa Liggins - Emerging Trends in Tribal Enrollment - Albuquerque,...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification:

3. Requested Motion:

Accept as information; OR

Approve the travel report - Secretary Lisa Liggins - Emerging Trends in Tribal Enrollment - Albuquerque, NM - April 24-27, 2023

4. Areas potentially impacted or affected by this request:

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

5. Additional attendees needed for this request:

6. Supporting Documents:

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

7. Budget Information:

- | | |
|--------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted | <input type="checkbox"/> Not Applicable |
| <input checked="" type="checkbox"/> Other: ARPA FRF TCS Obligation | |

8. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Lisa Liggins
Travel Event: Emerging Trends in Tribal Enrollment
Travel Location: Albuquerque, NM
Departure Date: 04/24/2023 **Return Date:** 04/27/2023
Projected Cost: \$3,281.50 **Actual Cost:** \$2,570.62
Date Travel was Approved by OBC: 03/08/2023

Narrative/Background:

This travel was requested to support the continued data collection and background work needed to support phase II & III of the On^yote aka ni?i Project Plan (OPP). Funds for this training were utilized from the overall allocated dollars which were approved through BC Resolution # 10-26-22-F, Obligation for OPP Utilizing Tribal Contribution Savings.

The two-day training provided me and the BC Area Manager, Lisa Summers, not only provided confirmation of the best practices related to enrollment trends but also the opportunity to talk with other tribes about how we all are managing the issues in our membership criteria related to blood quantum. We were able to share how we want to use the OPP to facilitate the determination of solutions, their impact, and their implementation. All the other tribes present are facing the same issues. They are also facing issues regarding the security of records and the related best practices.

The materials from the training have been saved and shared with the Trust Enrollment Committee and Department. Staff there has also attending this or similar trainings in the past. The OPP team provided the Trust Enrollment Committee an update on the training at the joint meeting in June 2023.

The trainer was familiar with the Oneida Nation as we had worked with his company for the Secretarial Election for the last round of constitutional amendments. He recommended another training that the OPP team is considering as well as how we can provide a larger scale training to the community using the Falmouth resources.

The OPP team will be following up as we move forward.

Overall, the training was informative. Attached is the agenda, the certificate received, and a copy of the table of contents from the training materials.

Item(s) Requiring Attention:

None

Requested Action:

Approve the travel report from Secretary Lisa Liggins for the Emerging Trends in Tribal Enrollment training in Albuquerque, NM - April 24-27, 2023



FALMOUTH
INSTITUTE

Strength in Indian Country™

IN-PERSON PROGRAM AGENDA

8:30AM – 4:00PM

CLASS IN SESSION 8:30 - 10:30

MORNING BREAK 10:30 - 10:45

CLASS IN SESSION 10:45 - 12:00

LUNCH BREAK (on your own) 12:00 - 1:00

CLASS IN SESSION 1:00 - 2:30

AFTERNOON BREAK 2:30 - 2:45

CLASS IN SESSION 2:45 - 4:00

(Break times may vary slightly)

VIRTUAL PROGRAM AGENDA

12:30PM – 4:30PM EST

CLASS IN SESSION 12:30 - 2:30

BREAK 2:30 - 2:45

CLASS IN SESSION 2:45 - 4:30

(Times are listed in Eastern Standard Time EST and are subject to change)



FALMOUTH
INSTITUTE

CERTIFICATE OF TRAINING

Presented to

Lisa Liggins

for Successful Completion of

Emerging Trends in Tribal Enrollment

Albuquerque, NM
04/25/2023 - 04/26/2023
Earning 1.8

A handwritten signature in black ink that reads "J. S. Marciano".

Jeff Marciano
President, Falmouth Institute

EMERGING TRENDS IN TRIBAL ENROLLMENT

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APPENDIX A

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Approve the travel report - Councilman Kirby Metoxen - Annual American Indian Tourism Conference -...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve travel report – Councilman Kirby Metoxen– 2022 Annual American Indian Tourism Conference – Funner, CA – Oct. 23-28, 2022

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: OBC

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Kirby Metoxen, Councilman

Primary Requestor: (Name, Title/Entity)

BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Kirby Metoxen
Travel Event: 2022 Annual American Indian Tourism Conference
Travel Location: Funner, CA
Departure Date: 10/23/2022 **Return Date:** 10/28/2022
Projected Cost: 3798.92 **Actual Cost:** 3,721.94
Date Travel was Approved by OBC: 09/28/2022

Narrative/Background:

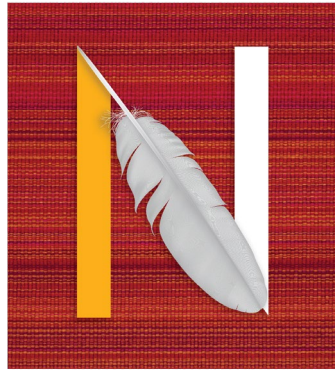
NATOW Reimbursed \$2874.94. Every year the Annual American Indian Tourism Conference attracts more than 300 attendees, who attend for the networking opportunities, the high-level keynote sessions and the informative breakout sessions led by some of the leading hospitality industry experts. Councilman Metoxen will tend NATOW's informational booth as NATOW's Vice President and Oneida Nation's representative. NATOW's mission is to promote tribal tourism and economic development, while highlighting the beauty, diversity and cultural dynamism of the 11 federally recognized tribes of Wisconsin. AIANTA will recognize the best of Indian Country travel and tourism at the annual Excellence in Tourism Industry Awards Gala and Silent Auction.

Item(s) Requiring Attention:

[Click here to enter text.](#)

Requested Action:

Approve the travel closeout report - Councilman Kirby Metoxen - 2022 Annual American Indian Tourism Conference - Funner, CA-Oct. 23-28, 2022.

**NATOW**

Native American Tourism Of Wisconsin

Executive Summary

October 23-28, 2022

Purposes: On October 23-28, 2022, Kirby Metoxen and I attended the AIANTA's 2022 conference at Fanner, CA. The purposes for our attendance were as follows:

1. To promote Wisconsin tribes and the work of NATOW on a national level as a partner of AIANTA.
2. To attend panels to learn about specific areas within the tribal tourism industry.
3. To network and promote NATOW among potential sponsors, partners, and associate members.

Follow up:

1. Continuing to follow up with contacts made at AIANTA regarding our conference next year as potential sponsors and/or associate members.

Conclusion:

We continue to work closely with AIANTA to provide additional resources to our member tribes; moreover, we have requested potential financial assistance to the tribes through their EDA funding.

We are continuing to build new alliances and partners both locally and nationally to advance Wisconsin Tribal tourism in the coming years.

Suzette Brewer
NATOW Executive Director



Welcome to the American Indian Tourism Conference

Rising Together for the Journey Ahead

AITC Conference

045	:	00	:	48	:	38
Day(s)		Hour(s)		Minute(s)		Second(s)



24th Annual American Indian Tourism Conference
October 24-27, 2022

Harrah's Resort Southern California

777 Harrah's Rincon Way
Funner, CA 92082

Rincon Tribe

[Register Now →](#)

The Annual American Indian Tourism Conference (AITC), now in celebrating its 24th anniversary, is the only national conference dedicated to growing tourism in America's indigenous communities.

Every year the conference attracts more than 300 attendees, who attend for the networking opportunities, the high-level keynote sessions and the informative breakout sessions led by some of the leading hospitality industry experts. At our first-ever virtual conference we had 800 registrants.

More Information

Sponsor AITC

Extend your visibility by sponsoring AITC, the only national conference dedicated to travel and tourism in Indian Country.

[Sponsor AITC](#)

Program at a Glance

See the full AITC program schedule and list of speakers.

[Coming Soon!](#)

Excellence in Tourism Industry Awards

Join AIANTA as we recognize the best of Indian Country travel and tourism at the annual Excellence in Tourism Industry Awards Gala and Silent Auction, October 27, 2022.

[See Previous Winners](#)

Exhibit at AITC

An exhibitor table at the [American Indian Tourism Conference](#) will provide you with direct access to more than 350 hospitality industry professionals ..



Exhibit at AITC

AITC Mobile Workshops

Join the Rincon Tribe in one of two cultural tourism experiences that explore the Native culture and history of the Greater San Diego area.

Mobile Workshops at AITC

Business of Art

This workshop is designed for artists. It will discuss working with your tribe to promote tourism; pricing and marketing; working with galleries and museums; and much more.

Learn More

AITC Schedule at a Glance

Monday, October 24

8:00 a.m. – 5:00 p.m.

Mobile Workshops

1:00 – 4:00 p.m.

Business of Art Workshop

6:00 – 7:30 p.m.

Opening Reception

Tuesday, October 25

7:30 a.m. – 5 p.m.

Exhibit Hall Open

8:30 – 10 a.m.

Opening Ceremonies/Regalia Day

10:30 a.m. – 11:45 a.m.

Break Out Sessions "1"

noon – 1:30 p.m.

Luncheon & General Session

1:45 – 3 p.m.

AIANTA Town Hall / Information Gathering Session

3:30 – 5 p.m.

AIANTA Regional Meetings

Wednesday, October 26

7:30 a.m. – 5 p.m.

Exhibit Hall Open

7:30 – 9 a.m.

Networking Continental Breakfast

9 – 10:15 a.m.

General Session

10:45 a.m. – noon

Break Out Sessions "2"

12:15 – 1:30 p.m.

Luncheon & General Session

1:45 – 3 p.m.

Break Out Sessions "3"

Thursday, October 27

7:30 a.m. – 1:30 p.m.

Exhibit Hall Open

7:30 – 8:45 a.m.

Networking Continental Breakfast

8:45 – 10 a.m.

Break Out Sessions "5"

10:30 a.m. – 11:45 p.m.

Break Out Sessions "6"

noon – 1:15 p.m.

Luncheon & General Session

1:30 – 2:45 p.m.

Break Out Sessions "7"

3:15 – 4:30 p.m.

The Heart Speaks (Closing Session)



Approve the travel report – Councilman Kirby Metoxen – Indian Gaming Tradeshow & Convention – San...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve travel report – Councilman Kirby Metoxen – Indian Gaming Tradeshow & Convention 2023 – San Diego, CA – March 27-31 2023

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: OBC

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

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: NATOW reimbursed | |

8. Submission:

Authorized Sponsor: Kirby Metoxen, Councilman

Primary Requestor: (Name, Title/Entity)

BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Kirby Metoxen
Travel Event: Indian Gaming Tradeshow
Travel Location: San Diego, CA
Departure Date: 03/27/2023 **Return Date:** 3/31/2023
Projected Cost: 2393 **Actual Cost:** 1850.27
Date Travel was Approved by OBC: 02/22/2023

Narrative/Background:

Travel expenses was paid by NATOW.

As the longest running gaming tradeshow in history, the Indian Gaming Tradeshow & Convention delivers the insight and strategies you need to rise to the top of the competitive gaming industry landscape. Meet industry leaders, access cutting-edge trends and celebrate a proud tradition of success. Councilman Metoxen attended as NATOW's Vice President and Oneida Nation's representative. NATOW's mission is to promote tribal tourism and economic development, while highlighting the beauty, diversity, and cultural dynamism of the 11 federally recognized tribes of Wisconsin.

Item(s) Requiring Attention:

[Click here to enter text.](#)

Requested Action:

Approve travel report - Councilman Kirby Metoxen - Indian Gaming Tradeshow & Convention 2023 - San Diego, CA - March 27-31 2023.



February 21, 2023

Councilman Kirby Metoxen
Oneida Nation of Wisconsin
N7210 Seminary Rd.
Green Bay, WI 54155

Re: NIGA Attendance

Dear Councilman Metoxen:

Per our board meeting this morning, we are extending an invitation for you to attend the 2023 National Indian Gaming Association conference from March 27-30, 2023 in San Diego, California.

As a part of your attendance, your travel expenses will be reimbursed by NATOW, to include airfare, hotel and per diem for the duration of the conference only, per GLITC. Any additional hotel nights, car rentals and per diems outside the dates of the conference will be at the traveler's expense. Please see the attached travel reimbursement form from GLITC for your travel plans.

Additionally, you will also receive conference registration at no cost to you.

If you have any questions, please don't hesitate to reach out.

Thank you for your continued support for NATOW and we look forward to seeing you at this year's NIGA conference.

Respectfully,

Suzette Brewer
Executive Director



Entering its 37th year, the Indian Gaming Tradeshow & Convention has established itself not only as the premier event for the Indian Gaming Industry but as the figurative heartbeat of Native American success.

The largest gathering of tribal leaders and casino executives in the country, the Indian Gaming Tradeshow & Convention is both the meeting place where the community gathers to learn, network and exchange industry-specific ideas and a cultural celebration of success, strength and self-reliance.

STAY INFORMED



Interested in getting more information about attending, exhibiting or speaking at Indian Gaming Tradeshow & Convention?



2023 Event Schedule

Mar 27, 2023 Mar 28, 2023 Mar 29, 2023 Mar 30, 2023

07:30 AM

Registration

7:30 AM - 5:00 PM

Sponsored by:



08:00 AM

Seminar Institute Training: Commissioner Certification Master Training

8:00 AM - 5:00 PM Meeting Room 23A

Seminar Institute Training: Commissioner Certification Training III

8:00 AM - 5:00 PM Meeting Room 23B

09:00 AM

Annual Membership Meeting

Meeting Room 20A

Conference Sessions

9:00 AM - 5:30 PM

Title Education Sponsored by:



Native American Arts & Crafts Booth Open

9:00 AM - 5:00 PM

12:30 PM

Chairman's Leadership Awards Luncheon Featuring Special Honorees

12:30 PM - 2:00 PM Meeting Room 20BCD

Sponsored by:



05:00 PM

Sovereign Warrior Celebration in memory of Rick Hill / Tim Wapato

5:00 PM - 7:00 PM Meeting Room 20BCD

Sponsored by:



**Events, Dates & Times Subject to Change*



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33 years serving the industry!



2023 Event Schedule

Mar 27, 2023 Mar 28, 2023 **Mar 29, 2023** Mar 30, 2023

08:00 AM

Registration Open

8:00 AM - 5:00 PM

Sponsored by:



Seminar Institute Training: Commissioner Certification Master Training

8:00 AM - 5:00 PM Meeting Room 23A

Seminar Institute Training: Commissioner Certification Training III

8:00 AM - 5:00 PM Meeting Room 23B

09:00 AM

Native American Arts & Crafts Booths Open

09:45 AM

Tradeshow Ribbon Cutting

10:00 AM

Tradeshow Floor Open

10:30 AM

Spirit of Sovereignty Slot Tournament

Located in the IGT booth #1641

Sponsored by:



11:00 AM

Chairman's Lounge Presentations & Showcase Education Sessions

Title Education Sponsored by:



Tribal Leader's Lounge Presentations & Showcase Education Sessions

Title Education Sponsored by:



02:00 PM

Annual Membership Meeting

03:30 PM

AGEM VIP Show Floor Reception

Food, beer, and wine are to be served.

Sponsored by:



05:00 PM

Tradeshow Floor Closes

**Events, Dates & Times Subject to Change*



2023 Event Schedule

Mar 27, 2023 Mar 28, 2023 Mar 29, 2023 Mar 30, 2023

08:00 AM

Registration

8:00 AM - 3:00 PM

Sponsored by:



Seminar Institute Training: Commissioner Certification Master Training

8:00 AM - 12:00 PM Meeting Room 23A

Seminar Institute Training: Commissioner Certification Training III

8:00 AM - 12:00 PM Meeting Room 23B

09:00 AM

Native American Arts & Crafts Booths Open

9:00 AM - 3:00 PM

10:00 AM

\$15 Lunch Vouchers Provided by AGEM

Lunch vouchers are limited to the first 400 attendees.

Sponsored by:



Tradeshow Floor Open

10:00 AM - 3:00 PM

11:00 AM

Chairman's Lounge Presentations & Showcase Education Sessions

11:00 AM - 3:00 PM

Title Education Sponsored by:



Tribal Leader's Lounge Presentations & Showcase Education Sessions

11:00 AM - 3:00 PM

Title Education Sponsored by:



03:00 PM

Tradeshow Floor Closes

**Events, Dates & Times Subject to Change*

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 **INDIAN GAMING**
Account Manager

33 years serving the industry!

Approve the travel report - Councilman Kirby Metoxen – North American Indigenous Games - Halifax, NS

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve travel report - Councilman Kirby Metoxen – North American Indigenous Games-
Halifax, NS – July 15-19, 2023

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: OBC

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Kirby Metoxen, Councilman

Primary Requestor: (Name, Title/Entity)

BUSINESS COMMITTEE TRAVEL REPORT



Travel Report for: Kirby Metoxen
Travel Event: North American Indigenous Games
Travel Location: Halifax, NV
Departure Date: 07/15/2023 **Return Date:** 7/19/2023
Projected Cost: 3700 **Actual Cost:** 3942.87
Date Travel was Approved by OBC: 06/14/2023

Narrative/Background:

Variance-renting a car became a necessity navigating the games. The North American Indigenous Games help us realize the collective potential of our bodies, minds, spirit and of our people - our hopes and dreams - The Spirit Strong, Brave & True. The 10th North American Indigenous Games was held from July 15-23, 2023 in Nova Scotia, Canada. It hosted competitions in 16 sports within 21 venues across Kijipuktuk (Halifax), Dartmouth and Millbrook First Nation. The North American Indigenous Games (NAIG) 2023 had more than 5,000 athletes, coaches, elders, leaders, and team staff from 756+ Indigenous Nations celebrating, sharing and reconnecting through sport, culture and bringing tourism to the community. Oneida Nation is part of Team Wisconsin and sent 80 athletes to compete in various sports. An economic forecast study showed the games could bring in more than \$25 million in economic spinoffs for the region.

Item(s) Requiring Attention:

[Click here to enter text.](#)

Requested Action:

Approve the travel closeout report - Councilman Kirby Metoxen - North American Indigenous Games- Halifax, NS - July 15-19, 2023



Wisconsin Final placings

Sort by Placing ▾

Gold

Date	Event	Name
18-07-2023	Athletics 100m 19U Female	Asalia Williams
18-07-2023	Athletics 100m 19U Male	Ali Davenport
18-07-2023	Athletics Shot Put 16U Female	America Cackowski
18-07-2023	Athletics Discus 19U Female	Seneca Cloud Funmaker
18-07-2023	Wrestling 105 KG/ 231.5 lbs Female	Madison Burns
19-07-2023	Athletics 400m 19U Female	Asalia Williams
19-07-2023	Athletics Discus 16U Female	America Cackowski
19-07-2023	Swimming 50m Freestyle 19U Female	Abishea Winnicki
19-07-2023	Swimming 200m Freestyle 19U Female	Abishea Winnicki
19-07-2023	Swimming 200m Individual Medley 19U Female	Abishea Winnicki
19-07-2023	Wrestling 80 KG/176.4 lbs Male	Donovan Vigue
19-07-2023	Wrestling 90 KG/198.4 lbs Male	Leonard Chosa
19-07-2023	Wrestling 115 KG / 253.5 lbs Male	Gunnar Crowe
20-07-2023	Athletics 200m 19U Female	Asalia Williams
20-07-2023	Athletics 200m 19U Male	Ali Davenport
20-07-2023	Golf 16U Female	Emma Adeline Cunningham
20-07-2023	Swimming 100m Freestyle 19U Female	Abishea Winnicki
20-07-2023	Swimming 100m Backstroke 19U Female	Abishea Winnicki
22-07-2023	Basketball 14U Male	Wisconsin
22-07-2023	Basketball 16U Male	Wisconsin
22-07-2023	Volleyball 16U Female	Wisconsin

Silver

Date	Event	Name
18-07-2023	Athletics Long Jump 19U Male	Ali Davenport
19-07-2023	Athletics 300m	Ethan Gonzalez
19-07-2023	Athletics 1200m	Wisconsin
19-07-2023	Athletics 4x100m	Wisconsin

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19-07-2023	Swimming 50m Freestyle 14U Female	Kennadi Vandenheuvel
19-07-2023	Swimming 4x100m Freestyle Relay 19U Female	Wisconsin
19-07-2023	Wrestling 52 KG/ 114.6 lbs Male	Ryker Shingchek
19-07-2023	Wrestling 66 KG/ 145.5 lbs Male	Elias Glinski
19-07-2023	Wrestling 70 KG / 154.3 lbs Female	Tiani Evelynnbea Rose Lemieux
19-07-2023	Wrestling 90 KG/198.4 lbs Male	Wakaluhya' ta*ko Smith
19-07-2023	Wrestling 100 KG / 220.5 lbs Male	Landon Saglin
20-07-2023	Athletics 200m 16U Male	Ethan Gonzalez
20-07-2023	Swimming 4x50m Freestyle Relay 19U Female	Wisconsin
21-07-2023	3D Archery Compound 19U Male	Wilbur Charles George Blackdeer
21-07-2023	Baseball 19U Mix	Wisconsin
22-07-2023	Basketball 14U Female	Wisconsin
22-07-2023	Basketball 16U Female	Wisconsin
22-07-2023	Volleyball 19U Female	Wisconsin

Bronze

Date	Event	Name
19-07-2023	Athletics Discus 19U Male	Asenex Turney
19-07-2023	Swimming 50m Butterfly 14U Female	Reese Vandenheuvel
19-07-2023	Swimming 100m Butterfly 19U Female	Izzi Zablocki
19-07-2023	Swimming 200m Individual Medley 14U Female	Reese Vandenheuvel
19-07-2023	Wrestling 58 KG / 127.9 lbs Male	Brexden Kane
19-07-2023	Wrestling 66 KG/ 145.5 lbs Male	Gregory Turney III
19-07-2023	Wrestling 74 KG/ 163.1 lbs Male	Jerome Labarge
19-07-2023	Wrestling 80 KG/176.4 lbs Male	Devlin Vele
19-07-2023	Wrestling 100 KG / 220.5 lbs Male	Wahkeenyah Waukau
19-07-2023	Wrestling 130 KG / 286.6 lbs Male	Esaube Brown
20-07-2023	Athletics 2000m 16U Male	Cree Simon Defoe
20-07-2023	Athletics 4x400m Relay 19U Male	Wisconsin
20-07-2023	Swimming 100m Breaststroke 14U Female	Reese Vandenheuvel
20-07-2023	Swimming 100m Breaststroke 19U Female	Abishea Winnicki
20-07-2023	Swimming 200m Butterfly 19U Female	Izzi Zablocki

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Date	Event	Name
18-07-2023	Athletics 100m 16U Male	Ethan Gonzalez
18-07-2023	Athletics 800m 16U Male	Cree Simon Defoe
19-07-2023	Swimming 50m Freestyle 19U Female	Allison Girioux
19-07-2023	Swimming 200m Breaststroke 14U Female	Kennadi Vandenheuvel
19-07-2023	Swimming 100m Butterfly 14U Female	Reese Vandenheuvel
20-07-2023	Athletics Shot Put 19U Female	Seneca Cloud Funmaker
20-07-2023	Athletics Shot Put 19U Male	Asenex Turney
20-07-2023	Athletics 4x400m Relay 14U Male	Wisconsin
20-07-2023	Athletics 4x400m Relay 16U Female	Wisconsin

5

Date	Event	Name
19-07-2023	Athletics High Jump 19U Male	Michael Miles, Jr
19-07-2023	Athletics 4x100m Relay 14U Male	Wisconsin
19-07-2023	Swimming 200m Freestyle 19U Female	Allison Girioux
19-07-2023	Swimming 50m Backstroke 14U Female	Kennadi Vandenheuvel
19-07-2023	Swimming 50m Backstroke 19U Female	Allison Girioux
19-07-2023	Wrestling 76 KG/167.5 lbs Female	Matilda Burns
19-07-2023	Wrestling 115 KG / 253.5 lbs Male	Ethan Thorbahn
20-07-2023	Swimming 100m Freestyle 19U Female	Allison Girioux
20-07-2023	Swimming 100m Breaststroke 14U Female	Kennadi Vandenheuvel
20-07-2023	Swimming 100m Breaststroke 19U Female	Allison Girioux
22-07-2023	Softball 16U Female	Wisconsin

6

Date	Event	Name
19-07-2023	Swimming 200m Breaststroke 19U Female	Izzi Zablocki
20-07-2023	Athletics High Jump 16U Male	Naataanii Powless
20-07-2023	Swimming 100m Freestyle 14U Female	Reese Vandenheuvel
20-07-2023	Swimming 100m Breaststroke 19U Female	Izzi Zablocki
22-07-2023	Softball 19U Female	Wisconsin

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Date	Event	Name
18-07-2023	Athletics 100m Freestyle 16U Male	Micah Wright
18-07-2023	Athletics Shot Put 16U Male	Micah Wright

19-07-2023	Athletics 4x100m Relay 19U Female	Wisconsin
20-07-2023	Golf 19U Female	Allison Faith Green
20-07-2023	Swimming 100m Freestyle 14U Female	Kennadi Vandenneuvel

8

Date	Event	Name
20-07-2023	Athletics 200m 19U Male	Omar Bailey
20-07-2023	Swimming 100m Backstroke 19U Female	Izzi Zablocki
21-07-2023	Athletics 2K X Country 14U Male	Michael Robert Quade
22-07-2023	Box Lacrosse 16U Male	Wisconsin

9

Date	Event	Name
19-07-2023	Athletics Javelin 19U Female	Leila Violet Cleveland
19-07-2023	Wrestling 74 KG/ 163.1 lbs Male	Hunter Webster
21-07-2023	Athletics 8K X Country 19U Male	Immanuel Brinegar

10

Date	Event	Name
19-07-2023	Athletics 1500m 19U Male	Immanuel Brinegar
20-07-2023	Golf 16U Female	Alexandria Michelle Stacy

11

Date	Event	Name
18-07-2023	Athletics Discus 16U Male	Anthony Carlos Cruz Jr
19-07-2023	Athletics Javelin 19U Female	Seneca Cloud Funmaker
20-07-2023	Athletics Discus 14U Female	Brooke Zen Dorman-Defoe
20-07-2023	Athletics Javelin 16U Female	America Cackowski
21-07-2023	Athletics 2K X Country 14U Male	Ryder Ackley

12

Date	Event	Name
18-07-2023	Athletics 800m 19U Male	Immanuel Brinegar
19-07-2023	Athletics 1200m 14U Male	Jayden J Defoe
19-07-2023	Athletics Shot Put 16U Male	Anthony Carlos Cruz Jr

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Date	Event	Name
18-07-2023	Athletics 800m	Naataanii Powless

18-07-2023	Athletics Long Jump 19U Male	Michael Miles, Jr
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14

Date	Event	Name
18-07-2023	Athletics 800m 14U Male	Jayden J Defoe
18-07-2023	Athletics 800m 19U Male	Trestian Brinegar
18-07-2023	Athletics Long Jump 14U Female	Brooke Zen Dorman-Defoe
19-07-2023	Athletics 1500m 19U Male	Robert Thompson
20-07-2023	Golf 16U Male	Jordan Johnson Jr

15

Date	Event	Name
18-07-2023	Athletics Long Jump 19U Male	Omar Bailey
20-07-2023	Athletics Javelin 16U Male	Anthony Carlos Cruz Jr

16

Date	Event	Name
18-07-2023	Athletics 800m 19U Male	Robert Thompson
18-07-2023	Athletics Javelin 19U Male	Asenex Turney
19-07-2023	Athletics 1200m 14U Male	Michael Robert Quade

17

Date	Event	Name
18-07-2023	Athletics 800m 16U Male	Chase Plentywolf
19-07-2023	Athletics 1200m 14U Male	Ryder Ackley

18

Date	Event	Name
19-07-2023	Athletics Shot Put 14U Female	Brooke Zen Dorman-Defoe

19

Date	Event	Name
18-07-2023	Athletics 800m 14U Male	Ryder Ackley

20

Date	Event	Name
20-07-2023	Golf 19U Male	Dugan Webster Jr

23

Date	Event	Name

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OK

18-07-2023

Athletics 800m 14U Male

Jayden Cornelius
























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OK

Medal standings

Delegation	Gold	Silver	Bronze	Total
 Saskatchewan	52	61	63	176
 British Columbia	53	62	45	160
 Ontario	55	38	35	128
 Alberta	27	28	27	82
 Manitoba	32	19	18	69
 Eastern Door and the North	17	24	22	63
 Wisconsin	21	18	17	56
 New Mexico	18	15	18	51
 Newfoundland and Labrador	9	14	17	40
 Yukon	19	10	9	38
 Nova Scotia	14	10	11	35
 New Brunswick	4	5	8	17
 Northwest Territories	1	2	9	12
 Nunavut	2	2	5	9
 Prince Edward Island	3	2	3	8
 Haudenosaunee	1	4	0	5
 California	0	0	5	5
 Minnesota	0	3	0	3
 Maine	0	1	1	2
 Colorado	0	0	0	0
 Connecticut	0	0	0	0
 Michigan	0	0	0	0
 Washington	0	0	0	0

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OK

From: [Rae M. Skenandore](#)
To: [Kristal E. Hill](#)
Subject: This is some of what I found. Elder or honored guest?
Date: Monday, July 10, 2023 7:41:11 PM
Attachments: [image001.png](#)

Culture and Engagement

Elders / Knowledge Keepers

We are starting to build out the Elders and Knowledge Keepers Program. If you are planning on bringing elders and/or knowledge keepers, please fill out the spreadsheet circulated via email by Christina. We are looking to create space to connect and make connections between the groups.

Honoured Guest Program Update

Sarah Moore has reached out around how many honoured guests you will be bringing. Sarah has not heard from many around names and email addresses. Please reach out to Sarah to provide names and email addresses to send out invites.

Culture and Engagement Elders / Knowledge Keepers If you are bringing Elders and/or Knowledge Keepers, please send Serene the contact info to communicate any updates to them during The Games and the lunch meet and greet.

Rae Skenandore, Budget Analyst





[WPR \[HTTP://WPR.ORG\]](http://wpr.org)



Isabel "Izzy" Young and her sister Lucy (third and second from the right) are members of the Forest County Potawatomi Community, who are competing with members of Team Wisconsin at the 2023 North American Indigenous Games. *Photo courtesy of the North American Indigenous Games*

'It's just like the Olympics': Wisconsin tribal athletes compete in the North American Indigenous Games

Thousands of participants from more than 750 tribal nations are attending

By Danielle Kaeding

Published: Tuesday, July 18, 2023, 6:50am

Tribal youth from across Wisconsin are taking part in the 2023 North American Indigenous Games this week in Nova Scotia, Canada.

More than 5,000 Indigenous participants from more than 750 tribal nations are competing in 16 sports throughout the games, which are being held in the ancestral territory of the Mi'kmaq people. An opening ceremony for the games dubbed the "Indigenous Olympics" took place Sunday.

Indigenous youth ages 13 to 19 from across the state are competing as part of Team Wisconsin in a variety of sports, including box lacrosse, basketball and volleyball.

For Omar Bailey, he said gold is the goal. The 17-year-old is among 11 athletes from the Forest County Potawatomi Community competing at the games. He's in six events, including the 4x400-meter relay race. Bailey said he has some tricks to beat the competition.

"I can't tell you," Omar said. "But I think I got some."



Tribal youth from Team Wisconsin take part in the opening ceremony of the 2023 North American Indigenous Games on Sunday, July 16, 2023. *Photo courtesy of the 2023 North American Indigenous Games*

His 14-year-old sister Elyssa Bailey is also competing. She had been to pep rallies before as a supporter, but Elyssa said it was a whole different experience as she and other athletes walked into an arena with thousands of people for the opening ceremony.

"I felt like I was the one. I'm not going to lie. I was like, 'I made it.'"

"It felt really nice to know there's people out there supporting you. Knowing that you're here, and they're there to watch you, and they're going to be there through the journey and after the journey is done," she said. "I felt like I was the one. I'm not going to lie. I was like, 'I made it.'"

Their mother, Callie Victor, competed in the games in 2002 as part of Team Wisconsin, bringing home a silver medal on the basketball team for girls 16 and younger.

"It's awesome to be able to relate to them when they walked out for the opening ceremony (Sunday) night, getting ready for competition," Victor said. "But then also from that milestone of watching them grow and compete."

Oneida Nation Tribal Chairman Tehassi Hill said around 300 participants from Wisconsin's 11 tribes are attending the games including athletes, coaches and staff. He said that includes about 80 participants from the Oneida Nation.

"It's a great opportunity for the youth to get outside the reservation, spread their wings, learn a little bit of culture from other tribes around North America, and really get to interact and create friendships," Hill said.



Athletes from the Oneida Nation are representing Team Wisconsin at the 2023 North American Indigenous Games. *Photo courtesy of the 2023 North American Indigenous Games*

Eight athletes from the Stockbridge-Munsee Band of Mohican Indians are competing, according to LaKeisha Williams, the tribe's events coordinator. She said the games are important to tribal youth who she said often face challenges related to intergenerational trauma like addiction and depression.

"It's really hard because we feel alone a lot of the time, and we feel so lost," Williams said. "This is just something to redirect us and show us that we are here and we're one. We have support, and we have friends and we have family all over the place."

The games are typically held every four years. This year marks the 10th North American Indigenous Games, and the first time it has been run since the games scheduled in 2020 were postponed due to the COVID-19 pandemic.

Izzy Young, 16, and her sister Lucy, 14, are competing on the same volleyball team. The siblings from New Berlin said the games are important because they want to represent their tribe and state well.

The two Forest County Potawatomi athletes faced off against Nova Scotia with other members of Team Wisconsin on Monday, winning their first game. She said the excitement and cheers from the crowd are her favorite part of the games.



Abigail Rose House, 18, is a member of Team Wisconsin, who is competing on a softball team at the 2023 North American Indigenous Games. *Photo courtesy of the North American Indigenous Games*

"I just want to have fun with a team and enjoy this experience that I'll only be able to get once," Izzy said. "Even if it doesn't come out as we want it to come out, I'm just happy to have this experience. But, obviously, I'm hoping to win and have some good achievements here."

Lucy said they've been getting up in the early morning hours to train for the games. For her, she said it's important to feel more connected to her culture.

"I'm here with my tribe and just like all the culture during the opening ceremony — that was such a good feeling," Lucy said. "Just being surrounded by my whole culture and so many different tribes in there."

Her father Marc said he hopes the games show the girls that they're not alone in the world, highlighting the hundreds of tribes that are represented at the competition. He said it's a great feeling to see not just one, but two of his children competing on behalf of Team Wisconsin.

"The world has their Olympics...but this is just for Indigenous people," he said. "That sets a precedent just for us, saying that Native people are here. We love one another. We're united. We're strong, and look at what we can do as well."

People can follow the games and competitions [online \[https://naig2023.com/watch/\]](https://naig2023.com/watch/). A closing ceremony will be held on Friday, and the games run through July 23.

Wisconsin Public Radio, © Copyright 2023, Board of Regents of the University of Wisconsin System and Wisconsin Educational Communications Board.

The closing ceremonies at the North American Indigenous Games (NAIG) will go ahead Friday to cap off a successful week of competition and culture sharing.

NAIG will leave its mark on the region and just as it's been a hit for all involved it's been a big boost for businesses like hotels, restaurants and shops suffering from a wet summer.

Zane Sylliboy, media and communications coordinator with NAIG 2023, says an economic forecast study showed the games could bring in more than \$25 million in economic spinoffs for the region.

Restaurants at the Dartmouth Crossing said they have noticed the athletes presence along the villages shops.

"The lunch time is normal but the dinner time and after six we are seeing a lot of people coming in," said Hui Lou, supervisor at Sushi Nami Royale. "I've spoken with some of the customers and they said they are here for the games."

Alex McDonnell and his family were out shopping at after a big win this morning at the RBC Centre, where his son Alex and team Alberta won the Bronze medal in ox lacrosse.

"The games have been great, the people have been welcoming and the city is awesome, it's been a lot of fun," said McDonnell.

In between the games and Friday's closing ceremonies, McDonnell said there's been a lot of shopping and checking out some of the local restaurants.

"There's been a lot of eating, I mean a lot of eating," said McDonnell. "But we'll try and catch up on some shopping now too but there's been a lot of eating."

The NAIG 2023 organizing committee will announce who will host the games in 2027 during the closing ceremonies.

For the latest Nova Scotia news, visit our [dedicated provincial page](#).

RELATED IMAGES



Conchetta Jeddore, left, and her son Rylan take a break from the NAIG competition to do Dartmouth Crossing. (Jesse Thomas/CTV)

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Approve the travel request - Chairman Tehassi Hill - Government Accountability Office (GAO) Tribal...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve Travel Request – Chairman Hill – Government Accountability Office
Tribal Advisory Council Meeting – Oklahoma – September 18 - 21 2023

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

- | | |
|----------------------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted | <input type="checkbox"/> Not Applicable |
| <input checked="" type="checkbox"/> Other: Travel reimbursed by Tribal Self Governance | |

8. Submission:

Authorized Sponsor: Tehassi Hill, Chairman

Primary Requestor: Danelle Wilson, Executive Assistant

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 09 / 23 / 23 e-poll requested

2. General Information:

Event Name: Government Accountability Office Tribal Advisory Council Meeting

Event Location: Oklahoma Attendee(s): Tehassi Hill

Departure Date: Sept. 18, 2023 Attendee(s):

Return Date: Sept. 21, 2023 Attendee(s):

3. Budget Information:

- Funds available in individual travel budget(s)
 Unbudgeted
 Grant Funded or Reimbursed

Cost Estimate:

4. Justification:

Describe the justification of this Travel Request:

In 2022, US Government Accountability Office (GAO) began the process of forming its first-ever Tribal Advisory Council (TAC) to provide insight and recommendations on issues affecting Tribal Nations and their citizens. Chairman Hill was nominated and elected to serve as Vice Chairman on the GAO TAC. As the representative for Oneida Nation, and Vice Chairman of the GAO TAC it is important to be in attendance for these meetings.

Requested Action: Approve Travel Request – Chairman Hill – Government Accountability Office Tribal Advisory Council Meeting – Oklahoma- – Sept. 18 - 21, 2023

5. Submission

Sponsor: Tehassi Hill, Chairman

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

Approve the travel request - Chairman Tehassi Hill - Democratic Senatorial Campaign Committee Retreat

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input checked="" type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

- | | | |
|----------------------------------------------|--------------------------------------------------|-------------------------------------|
| <input checked="" 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: Tehassi Hill, Chairman

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 08 / 23 / 23 e-poll requested

2. General Information:

Event Name: Democratic Senatorial Campaign Committee Retreat

Event Location: Solvang, CA

Attendee(s): Tehassi Hill

Departure Date: Oct. 5, 2023

Attendee(s):

Return Date: Oct. 7 2023

Attendee(s):

3. Budget Information:

Funds available in individual travel budget(s)

Unbudgeted

Grant Funded or Reimbursed

Cost Estimate: \$1,800

4. Justification:

Describe the justification of this Travel Request:

More information will be forthcoming from PACE.
Approve Travel Request - Chairman Hill - DSCC Retreat, Solvang, CA - Oct. 5 -7, 2023

5. Submission

Sponsor: Tehassi Hill, Chairman

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

Danelle A. Wilson

To: Ash (Ross) Arnett
Subject: RE: DSCC | 10.6.23 Native American Council Retreat

From: Ash (Ross) Arnett <rarnett@pacellp.com>
Sent: Thursday, July 27, 2023 10:25 AM
To: Melinda J. Danforth <mdanforj@oneidanation.org>; Devin Rhinerson <drhinerson@pacellp.com>
Subject: Fwd: DSCC | 10.6.23 Native American Council Retreat

Melinda,

Devin may have mentioned this in passing, but below is the official invitation to the DSCC Tribal Retreat on October 6th. This is the first time they have done one in 4-5 years, and the last time they did it was a flop, so we highly encourage Chairman or another BC Member to attend and give a good showing. The goal is for this to be similar to the DCCC Tribal Policy Retreat that Ruiz hosts in Palm Springs.

Let us know if anyone is interested/available to attend!

Thanks,
Ash

----- Forwarded message -----

From: Dylan Lopez <dlopez@dsc.org>
Date: Wed, Jul 26, 2023 at 11:30 AM
Subject: DSCC | 10.6.23 Native American Council Retreat
To: <rarnett@pacellp.com>



us for a **Native American Council Retreat** on **Friday, October 6, 2023** in **Solvang, California** with **DSCC Vice Chair Alex Padilla** and **Members of the Democratic Caucus**. I've listed the event details below, for your reference:

Native American Council Retreat
with
Senator Alex Padilla
DSCC Vice Chair
and
Members of the Democratic Caucus

The Democratic Senatorial Campaign Committee
cordially invites you to save the date for our

NATIVE AMERICAN COUNCIL RETREAT

with

Senator Alex Padilla
DSCC Vice Chair

and

**Members of the
Democratic Caucus**

**Friday, October 6, 2023
Solvang, CA**

For more information or to RSVP, please contact Dylan Lopez:
dlopez@dsc.org | (631) 721-7591

This retreat is a benefit for
2023 DSCC Native American Council members.

Approve the travel request - Oneida Business Committee - National Congress of American Indians (NCAI)

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve the Travel Request – Secretary Liggins to 2023 NCAI Convention & Marketplace, New Orleans, LA, November 12 - 17, 2023

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: (Name, Title/Entity)

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 08 / 23 / 23 e-poll requested

2. General Information:

Event Name: 2023 National Congress of American Indians Annual Convention & Marketplace

Event Location: New Orleans, LA Attendee(s):

Departure Date: Attendee(s):

Return Date: Attendee(s):

3. Budget Information:

- Funds available in individual travel budget(s)
- Unbudgeted
- Grant Funded or Reimbursed

Cost Estimate: \$2,862

4. Justification:

Describe the justification of this Travel Request:

Attendees will have the opportunity to work collaboratively to protect and advance tribal sovereignty. Tribal leaders, NCAI members, Native youth, and partners from across Indian Country will gather in-person to discuss critical issues, develop strategy, and to embark upon a new era of Nation-to-Nation engagement.

Requested Action:
 Approve the Travel Request – [insert attendees] to 2023 NCAI Convention & Marketplace, New Orleans, LA, November 12 - 17, 2023

5. Submission

Sponsor:

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

2023 NCAI Annual Convention & Marketplace

November 12 – 17, 2023

Ernest N. Morial Convention Center

900 Convention Center Blvd

New Orleans, LA 70130

Agenda-at-a-Glance**DRAFT (Updated: 08/09/2023)*****All Times CENTRAL*****Saturday, November 11, 2023**

10:00 a.m. – 4:00 p.m. Youth Commission

Sunday, November 12, 20239:00 a.m. – 3:00 p.m. NCAI Fund / Executive Committee Meeting – *Closed Meeting*

9:00 a.m. – 4:00 p.m. Civic Engagement Event

10:00 a.m. – 4:00 p.m. Youth Commission

1:00 p.m. – 5:00 p.m. Registration / Rules & Credentials Open

6:00 p.m. – 8:00 p.m. Special Event TBA

Monday, November 13, 2023

7:30 a.m. – 8:00 a.m. Morning Prayer

7:30 a.m. – 6:00 p.m. Registration / Rules & Credentials / Resolutions Open

8:30 a.m. – 12:00 p.m. First General Assembly

12:00 p.m. – 1:30 p.m. Lunch Speaker Series

2:00 p.m. – 3:00 p.m. NCAI Regional Caucuses

3:30 p.m. – 5:00 p.m. Federal Sessions / Breakout Sessions

5:30 p.m. – 6:00 p.m. Committee / Subcommittee Chairs Meeting

6:00 p.m. – 7:00 p.m. Committee Meetings

7:00 p.m. - 8:30 p.m. Welcome Reception / Marketplace Ribbon Cutting (w/2nd Line)**Tuesday, November 14, 2023**

7:30 a.m. – 6:00 p.m. Registration / Rules & Credentials / Resolutions Open

8:30 a.m. – 10:00 a.m. Second General Assembly

10:30 a.m. – 12:00 p.m. NCAI Task Force Meetings

12:00 p.m. – 1:30 p.m. Lunch Speaker Series

2:00 p.m. – 3:00 p.m. NCAI Regional Caucuses

3:30 p.m. – 5:00 p.m. Federal Sessions / Breakout Sessions

5:30 p.m. – 7:00 p.m. Subcommittee Meetings

7:00 p.m. – 8:00 p.m. Wilma Mankiller Fellows Reception

Wednesday, November 15, 2023

7:30 a.m. – 6:00 p.m. Registration / Rules & Credentials / Resolutions Open

8:30 a.m. – 10:00 a.m. Third General Assembly

2023 NCAI Annual Convention & Marketplace

November 12 – 17, 2023

Ernest N. Morial Convention Center

900 Convention Center Blvd

New Orleans, LA 70130

10:30 a.m. – 12:00 p.m. NCAI Task Force Meetings
 12:00 p.m. – 1:30 p.m. Lunch Speaker Series
 2:00 p.m. – 3:00 p.m. NCAI Regional Caucuses
 3:30 p.m. – 7:00 p.m. Subcommittee Meetings
 7:00 p.m. – 8:30 p.m. Culture Night

Thursday, November 16, 2023

7:30 a.m. – 6:00 p.m.. Registration / Rules & Credentials / Resolutions Open

8:00 a.m. – 10:00 a.m. **Voting Open for NCAI Elections**

8:30 a.m. – 12:00 p.m. Fourth General Assembly

11:00 a.m. - 12:00 p.m. **Run-Off Voting Open (if necessary)**

12:00 p.m. – 1:30 p.m. Lunch Speaker Series

2:00 p.m. – 3:00 p.m. NCAI Regional Caucuses

3:30 p.m. – 5:00 p.m. Federal Sessions / Breakout Sessions

5:30 p.m. – 7:00 p.m. Committee Meetings

6:30 p.m. - 7:30 p.m. San Manuel Alumni Reception

Friday, November 17, 2023

8:00 a.m. - 10:00 a.m. Registration / Rules & Credentials / Resolutions Open

8:30 a.m. – 12:00 p.m. Fifth General Assembly

Enter the e-poll results into the record regarding the approved travel request for Councilman Kirby...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input checked="" type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

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

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

From: [Secretary](#)
To: [Secretary](#); [Tehassi Tasi Hill](#); [Brandon L. Yellowbird-Stevens](#); [Cristina S. Danforth](#); [Lisa A. Liggins](#); [Daniel P. Guzman](#); [David P. Jordan](#); [Kirby W. Metoxen](#); [Jennifer A. Webster](#)
Cc: [Danelle A. Wilson](#); [Rhiannon R. Metoxen](#); [Kristal E. Hill](#); [BC Agenda Requests](#)
Subject: E-POLL RESULTS: Approve the travel request - Councilman Kirby Metoxen - 2023 Wisconsin State Fair - West Allis, WI - August 4-6, 2023
Date: Monday, July 31, 2023 8:10:11 AM
Attachments: [BCAR Approve the travel request - Councilman Kirby Metoxen - 2023 Wisconsin State Fair - West Allis, WI - August 4-6, 2023.pdf](#)

E-POLL RESULTS

The e-poll to approve the travel request - Councilman Kirby Metoxen - 2023 Wisconsin State Fair - West Allis, WI - August 4-6, 2023, **has carried**. Below are the results:

Support: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Brandon Stevens, Jennifer Webster

Aliskwet Ellis
Senior Information Management Specialist
Government Administrative Office

From: Secretary <TribalSecretary@oneidanation.org>
Sent: Thursday, July 27, 2023 8:44 AM
To: Secretary <TribalSecretary@oneidanation.org>; Tehassi Tasi Hill <thill7@oneidanation.org>; Brandon L. Yellowbird-Stevens <bstevens@oneidanation.org>; Cristina S. Danforth <cdanfor4@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Daniel P. Guzman <dguzman@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Kirby W. Metoxen <KMETOX@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>
Cc: Danelle A. Wilson <dwilson1@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Kristal E. Hill <khill@oneidanation.org>
Subject: E-POLL REQUEST: Approve the travel request - Councilman Kirby Metoxen - 2023 Wisconsin State Fair - West Allis, WI - August 4-6, 2023

E-POLL REQUEST

Summary:

Native American Tourism of Wisconsin (NATOW) will have an informational booth on Saturday, Aug. 5th at the Wisconsin Fair. NATOW's mission is to promote tribal tourism and economic development, while highlighting the beauty, diversity and cultural dynamism of the 11 federally recognized tribes of Wisconsin.

Justification for E-Poll:

NATOW Board's next meeting is August 1, 2023, to determine State Fair logistics. The next Business Committee meeting will not take place until August 2, 2023, and Councilman Metoxen would like to make travel arrangements as soon as possible.

Requested Action:

Approve the travel request - Councilman Kirby Metoxen - 2023 Wisconsin State Fair - West Allis, WI - August 4-6, 2023

Deadline for response:

Responses are due no later than **4:30 p.m., Friday, July 28, 2023.**

Voting:

Use the voting button above, if available; OR
Reply with "Support" or "Oppose".

Aliskwet Ellis

Senior Information Management Specialist
Government Administrative Office

O: 920.869.4408 • E: cellis1@oneidanation.org

P.O. Box 365 • Oneida, WI • 54155



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

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Business Committee Agenda Request

1. Meeting Date Requested: 08/2/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve travel request – Councilman Kirby Metoxen – 2023 WI State Fair- West Allis, WI – August 4-6, 2023

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: OBC

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

- | | |
|--------------------------------------------------------------------------------|--------------------------------------------------|
| <input checked="" type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted | <input type="checkbox"/> Not Applicable |
| <input checked="" type="checkbox"/> Other: NATOW partial reimbursement (Hotel) | |

8. Submission:

Authorized Sponsor: Kirby Metoxen, Councilman

Primary Requestor: (Name, Title/Entity)

Oneida Business Committee Travel Request

1. OBC Meeting Date Requested: 8 / 2 / 23 e-poll requested

2. General Information:

Event Name: 2023 Wisconsin State Fair

Event Location: West Allis, WI Attendee(s): Kirby Metoxen

Departure Date: 8/04/2023 Attendee(s):

Return Date: 8/06/2023 Attendee(s):

3. Budget Information:

- Funds available in individual travel budget(s)
- Unbudgeted
- Grant Funded or Reimbursed

Cost Estimate: \$500 (Hotel reimbursed by NATOW)

4. Justification:

Describe the justification of this Travel Request:

Approve travel request - Councilman Kirby Metoxen -2022 WI State Fair- West Allis, WI, Aug. 4-6, 2023.

Councilman Metoxen is NATOW's President and Oneida Nation's representative and would tend to the NATOW's informational booth on Saturday, Aug. 5th. NATOW's mission is to promote tribal tourism and economic development, while highlighting the beauty, diversity and cultural dynamism of the 11 federally recognized tribes of Wisconsin. Tourism is the leading industry in tribal economies and plays a critical role in generating employment and revenues for essential governmental services for tribes and their members, including healthcare, housing, education, elder services, pre-K and more. By expanding their tourism initiatives throughout the state, region and nation, Wisconsin's tribes are scaffolding their efforts to be self-sufficient and boost their economies. NATOW is comprised of representatives from each tribe who meet bi-monthly to discuss and implement its strategic initiatives. As one of the largest tribal tourism organizations in the country, NATOW has grown to be a recognized force in Wisconsin at gatherings, festivals, and events.

NATOW-Native American Tourism of Wisconsin

5. Submission

Sponsor: Kirby Metoxen, Councilmember

- 1) Save a copy of this form for your records. Save a Copy...
- 2) Print this form as a *.pdf OR print and scan this form in as *.pdf.
- 3) E-mail this form and all supporting materials in a **SINGLE** *.pdf file to: BC_Agenda_Requests@oneidation.org



**State Fair August 3-13, 2023
Information and Logistics
Wisconsin Products Pavilion – Travel Wisconsin Booth**

Andrew Nussbaum - Wisconsin Department of Tourism/Travel Wisconsin - State Fair
Coordinator Andrew.Nussbaum@TravelWisconsin.com or call 715-299-5422

Arrival

- Your admission tickets and parking passes will be mailed to the main contact for your organization. Each destination will receive a maximum of 6 Admission Passes, 3 Parking Passes, and 2 Vendor Badges. Please fill out the attached order form and return it via email **NO LATER THAN Monday, July 17th**.
- Booth Location: *Wisconsin Products Pavilion* at *Wisconsin State Fair Park, 640 S. 84th St., West Allis, WI 53214* (See attached fairground map). The booth is located in the center of the building directly behind the main stage.
- **YOU WILL NOT BE ALLOWED TO DRIVE INTO THE FAIRGROUNDS to deliver guides prior to the open on the day you are scheduled to work as in the past.**

Options are available to make this transition more convenient:

- Tourism partners in the area may deliver items directly to the Wisconsin Products Pavilion on **Tuesday, July 25 or Thursday, July 27 from 10am-2pm (Please contact Andrew Nussbaum to arrange time). Items will be stored in a secure area inside the building.**
- Tourism partners may arrange for pick-up of materials at your office location the week of **July 17-21 by** contacting Andrew Nussbaum. All items will be stored in a secure area at the Wisconsin Products Pavilion.
- Items may be wheeled/carried into the fairgrounds from the parking area on your respective day at the fair between **9am and 10am** if you have received your Vendor Pass from Andrew.

Staffing the Booth

- Travel Wisconsin will not provide printed guides at this year's State Fair. This means that your local and regional guides and materials will be the only printed literature available to visitors this year. Please plan to distribute 400 of your guides each day. We suggest you keep an extra (200) in your vehicle should you run low on literature. **You are encouraged to bring bags to hand out so guests can carry your materials with them.**
- The hours of the pavilion are from 10am to 10pm every day (Sunday, Aug 13, 9pm). It's imperative that we staff the booth from open to close every day. Please plan to arrive with proper time needed to set up table/display (9am advised). Department of Tourism staff will have your materials behind the table for you upon arrival.

- We will once again have a booth design that encourages visitors to take pictures and enter to win a prize. We encourage you to bring props and cutouts that support your brand and destination for use in these photos during your day at the fair.



- Every person staffing the booth MUST review the Code of Conduct and Booth Guidelines document. Each person staffing the booth will be required to sign a form (located in the booth) stating that they reviewed and understand the guidelines. Please let us know if you have any questions about conduct in the booth.
- A Wisconsin Department of Tourism staff member will be available at the booth each day, typically from OPEN to CLOSE. The staff person will have the booth organized for the day and will provide all volunteers with guidelines for working the booth.
- There will be two industry partners staffing the booth each day. Each partner will have a designated space for their materials.
- **The ideal number of staff in the booth is 2 people per destination at any one time.** Please rotate staff in and out of the booth to maintain that number. We do not want to have the booth overstaffed or understaffed – so try to maintain the ideal number of four people in the booth at one time.
- Your destination / attraction logo branded apparel is preferred dress for the fair. Have your volunteers dress neatly, comfortably, and remind them that their behavior, appearance, and customer service skills are noted by customers.
- The building is well air conditioned. It is common that a fleece or sweater is required, especially at later hours.
- Food, beverages, and tables are available in the Products Pavilion. ***Please do not eat in the booth but rather find a table or use the storage room for eating your meals.***
- We have chairs in the booth for your comfort.
- We have a storeroom for excess materials and personal items. Feel free to use the storeroom as a quiet space during the fair.
- A hand cart is available to transport boxes if needed, please return it when finished.
- **Sales of merchandise and promotional materials is not allowed in the booth. Free (no cost to patron) items are allowed to be distributed. Stickers are not allowed to be distributed.**
- **Sign-up/registrations are allowed for future giveaways as long as no fee is associated with the registration. Official rules must be clearly posted for patrons and a copy of the official rules must be on file with the Department of Tourism prior to your specific scheduled day.**
- Please place all broken down boxes and cardboard in the storeroom. Tourism staff will remove the cardboard daily.

Stage Time

- Travel Wisconsin has arranged for our tourism partners to have the opportunity to promote their destinations on the stage daily. Presentations can be up to 30 minutes in length and may include giveaways. Please see Andrew for specific details.
- Stage time begins at 5pm (exceptions: Thursday, Aug 3, stage time is 12 noon; Saturday, Aug 12, no stage time)

General Pricing Information

- An invoice for \$250 for your daily participation fee will be emailed to the organization after the fair concludes. Please contact Andrew Nussbaum if you have any questions.

2023 Partner Daily Schedule

THUR	3	Waukesha County Tourism
THUR	3	Wisconsin Hotel & Lodging Association
FRI	4	Langlade County EDC
FRI	4	Visit Washington County
SAT	5	Great River Road
SAT	5	NATOW
SUN	6	OPEN
SUN	6	Bike Sparta
MON	7	Grant County Tourism Council
MON	7	West Bend EDC
TUES	8	Wisconsin Agricultural Tourism Assoc
TUES	8	Visit Wausau
WED	9	Wisconsin Rapids Area CVB
WED	9	Jefferson County Area Tourism
THUR	10	West Allis BID
THUR	10	Greater Green Bay Convention & Visitors Bureau
FRI	11	OPEN
FRI	11	Visit Milwaukee
SAT	12	Explore La Crosse
SAT	12	Tomahawk / Merrill Chambers
SUN	13	Mount Horeb Chamber of Commerce
SUN	13	Juneau County EDC Tourism

Enter the e-poll results into the record regarding the failed approval of the travel request in accordance...

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input checked="" type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

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

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

From: [Secretary](#)
To: [Secretary](#); [Tehassi Tasi Hill](#); [Brandon L. Yellowbird-Stevens](#); [Cristina S. Danforth](#); [Lisa A. Liggins](#); [Daniel P. Guzman](#); [David P. Jordan](#); [Kirby W. Metoxen](#); [Jennifer A. Webster](#)
Cc: [Danelle A. Wilson](#); [Rhiannon R. Metoxen](#); [Kristal E. Hill](#); [Tina M. Jorgensen](#); [Racquel L. Hill](#); [BC Agenda Requests](#)
Subject: E-POLL RESULTS: Approve the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023
Date: Tuesday, August 1, 2023 4:32:52 PM
Attachments: [BCAR Approve the travel request in accordance with 219.16-1. - Cultural Heritage - four \(4\) employees - Belleville, Ontario - August 2-5 2023.pdf](#)

E-POLL RESULTS

The e-poll to approve the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023, **has failed**. Below are the results:

Support: Daniel Guzman King, David P. Jordan, Lisa Liggins, Jennifer Webster

Per Section 5.1 of the OBC SOP “[Conducting Electronic Voting \(E-polls\)](#)”, five (5) affirmative responses in support of the question in order to be approved.

[Aliskwet Ellis](#)
Senior Information Management Specialist
Government Administrative Office

From: Secretary <TribalSecretary@oneidanation.org>
Sent: Monday, July 31, 2023 12:06 PM
To: Secretary <TribalSecretary@oneidanation.org>; Tehassi Tasi Hill <thill7@oneidanation.org>; Brandon L. Yellowbird-Stevens <bstevens@oneidanation.org>; Cristina S. Danforth <cdanfor4@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Daniel P. Guzman <dguzman@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Kirby W. Metoxen <KMETOX@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>
Cc: Danelle A. Wilson <dwilson1@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Kristal E. Hill <khill@oneidanation.org>
Subject: E-POLL REQUEST: Approve the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023

E-POLL REQUEST

Summary:

This is travel is a part of the Great Law of Peace recital to do a tobacco burning at the place the Peacemaker was born which is outside of Belleville, Ontario. The benefit to the Nation, organization, and community is for us to continue to fulfill the protocols that go along with the request our community has made to host the Great Law of Peace recital in Oneida, Wisconsin.

Justification for E-Poll:

The travel occurs before the next Business Committee meeting.

Requested Action:

Approve the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023

Deadline for response:

Responses are due no later than **4:30 p.m., Tuesday, August 1, 2023.**

Voting:

Use the voting button above, if available; OR
Reply with "Support" or "Oppose".

Aliskwet Ellis

Senior Information Management Specialist
Government Administrative Office
O: 920.869.4408 • E: cellis1@oneidanation.org
P.O. Box 365 • Oneida, WI • 54155



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

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Business Committee Agenda Request

1. **Meeting Date Requested:** 8/2/2024

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.

Approve 4 Cultural Heritage employees to travel to Belleville, Ontario
Canada 8/2-5/23

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 type="checkbox"/> Resolution |
| <input type="checkbox"/> Draft GTC Notice | <input type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input checked="" type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: | | |


7. Budget Information:

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

Mark W. Powless

Digitally signed by Mark W. Powless
Date: 2023.07.28 09:18:51 -05'00'

8. Submission:

Authorized Sponsor: Mark W. Powless, General Manager 

Primary Requestor: Tina Jorgensen, GSD Director

Memo

TO: Tina Jorgenson, Division Director/GSD

FROM: Robert Brown, Yuntlekalau McLester, & Nicholas Metoxen

CC: Tsyoshaht Delgado, Bear Clan Manager/CHA

DATE: July 21, 2023

SUBJ: Travel Justification – Robert Brown, Yuntlekalau McLester, Nicholas Metoxen

1. **Who:** Robert Brown Yuntlekalau McLester, & Nicholas Metoxen
2. **What:** Great Law of Peace tobacco burning
3. **When:** August 2- 5, 2023
4. **Where:** Belleville, Ontario, Canada
5. **Why:** This is apart of the Great Law of Peace recital to do a tobacco burning at the place the Peacemaker was born which is outside of Belleville, Ontario.
6. **Is travel budgeted for:** Yes, Tribal Contribution
7. **Have Any Travel Arrangements Made:** Yes **If Yes, explain:** Fleet management has been requested for travel. Hotel rooms have been reserved for days of travel.
8. **Vehicle Requested:** Yes out of the country travel
9. **Meets 15-day Submission Requirement to Accounting:** No
10. **Benefit:** The benefit to the Nation, organization, and community is for us to continue to fulfill the protocols that go along with the request our community has made to host the Great Law of Peace recital in Oneida, Wisconsin.
11. **How Shared:** In August of 2023 the Great Law recital will be presented by our knowledge holders to all Longhouse communities in Oneida, Wisconsin.
12. **How #10 Will Be Measured:** Knowledge holders will be spending four (4) days reciting the Great Law to all Longhouse Communities and to further educate cultural heritage staff.
13. **Supervisor Approval:**

FYI: Mirac Ellis included in this justification memo as they are all traveling to same location.

[Updated 11/7/22]

TRAVEL REQUEST CHECKLIST:

Robert Brown, Yuntle McLester, Nick Metoxen, Mirrac Ellis (added 7/27)– Great Law of Peace Tobacco Burning August 2-5 in Belleville, Ontario Canada

- | | | | |
|-------------------------------------------------------------------------------------------------|----------|--------|---------|
| 1. Is travel requested budgeted for? | | YES | NO |
| 2. Is travel regulatory or mandatory to keep a grant or another reason? | | YES | NO |
| Is this for continuing education to maintain licensure? | | YES | NO |
| Are there consequences if employee does not complete the training? | Possibly | YES | NO |
| 3. Is Justification Memo included with Travel Request | | YES | NO |
| 4. Are there more than three (3) employees traveling? | 3 total | YES | NO |
| 5. If in-state or local travel, was fleet vehicle requested? | NA | YES | NO |
| **Employees exempt from mileage if taking personal vehicle when Fleet vehicle request not done. | | | |
| 6. Are any meals provided deducted from per diem? | | YES | NO |
| **Deducted even if employees opt out of them. | | | |
| 7. Were correct GSA per diem amounts used? | | YES | NO |
| 8. Were any travel arrangements completed prior to approval? | | YES | NO |
| 9. Are dates of request equivalent to dates of conference/reason for travel? | | YES NO | Unknown |
| 10. Is request received within 15-day window to submit to Accounting? | | YES | NO |
| 11. Is everything correct on Travel Authorization Request? | | YES | NO |

NOTES:

2 Culturally significant.

5 Fleet vehicle requested for Bob Brown

6 See 5 above and hotel rooms reserved

9 Backup not typically provided for cultural events such as this.

10 Travelers are aware expenses will most likely be out of pocket and be reimbursed.

11 If Fleet vehicle is provided, mileage reimbursement will not be needed. Nick flying in on 8/3

2 Recommendation APPROVE DENY

3 Reviewed by RLH and submitted to GSD Director on 7/24/23.

ONEIDA NATION
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Robert Brown		
<i>Legal name as it appears on Travelers Driver's License or State ID, no nicknames</i>			
Employee Number	[REDACTED]		
Destination	Belleville, Ontario		
Departure date	08/02/2023	Return date	08/05/2023
Purpose of travel	Tobacco Burning in Tyendinaga, Ontario for the beginning of Great Law of Peace Recital		
Charged GL Account	001.4225001.000.701000.000		

GSA (General Services Administration) Rates are linked on SharePoint under Employee Resources

Per Diem rate per day	\$ 121.00		
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Cost Estimate Information

Personal Automobile Mileage Expenses

Total miles	2156	Multiply by the Mileage rate	\$.625	\$ 1,347.50
Description	Rate	Factor	Days	Total
Per Diem for initial travel date	\$ 121.00	0.75	1	\$ 90.75
Per Diem full day at destination	\$ 121.00	1.00	2	\$ 242.00
Per Diem for return travel date	\$ 121.00	0.75	1	\$ 90.75
Subtract included meals				
Miscellaneous expenses: taxi, parking, fees, etc.				
Sub-Total = Travel Advance				\$ 1,771.00
Lodging including room, taxes, fees, and hotel parking	\$ 168.00		3	\$ 504.00
Airfare				
Luggage Fees				
Car Rental				
Registration				
Sub-Total = Virtual Card				\$ 504.00
Allowable price adjustment				\$ 500.00
Total Cost Estimate				\$ 2,775.00

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses.
I also understand that if this advance is not cleared within 10 calendar days after my travel return date, the Nation has the authority to withhold any advanced funds from future wages.

Signatures / Approvals

	Signature	Date
Traveler		
Supervisor		

Send all travel related items to: CentralAccounting_Travel@oneidation.org

ONEIDA NATION
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Nicholas Metoxen		
<i>Legal name as it appears on Travelers Driver's License or State ID, no nicknames</i>			
Employee Number			
Destination	Belleville, Ontario, Canada		
Departure date	08/03/2023	Return date	08/05/2023
Purpose of travel	Tobacco Burning in Tyendingaga, Ontario for the beginning of Great Law of Peace Recital		
Charged GL Account			

GSA (General Services Administration) Rates are linked on SharePoint under Employee Resources

Per Diem rate per day	\$ 121.00		
-----------------------	-----------	--	--

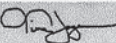
Cost Estimate Information

Personal Automobile Mileage Expenses

Total miles		Multiply by the Mileage rate	\$.625	\$ 0.00
Description	Rate	Factor	Days	Total
Per Diem for initial travel date	\$ 121.00	0.75	1	\$ 90.75
Per Diem full day at destination	\$ 121.00	1.00	1	\$ 121.00
Per Diem for return travel date	\$ 121.00	0.75	1	\$ 90.75
Subtract included meals				
Miscellaneous expenses: taxi, parking, fees, etc.				
Sub-Total = Travel Advance				\$ 302.50
Lodging including room, taxes, fees, and hotel parking	\$ 168.00		2	\$ 336.00
Airfare				\$ 629.00
Luggage Fees				\$ 37.00
Car Rental				\$ 0.00
Registration				\$ 0.00
Sub-Total = Virtual Card				\$ 1,002.00
Allowable price adjustment				\$ 500.00
Total Cost Estimate				\$ 1,804.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, the Nation has the authority to withhold any advanced funds from future wages.

Signatures / Approvals

	Signature	Date
Traveler	Nicholas Metoxen Digitally signed by Nicholas Metoxen Date: 2023.07.25 08:30:34 -05'00'	
Supervisor	 Digitally signed by Tina Jorgensen, MS, RDN Date: 2023.07.24 13:34:34 -05'00'	

Send all travel related items to: CentralAccounting_Travel@oneidanation.org

ONEIDA NATION
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Yuntlekalau McLester		
<i>Legal name as it appears on Travelers Driver's License or State ID, no nicknames</i>			
Employee Number	[REDACTED]		
Destination	Belleville, Ontario, Canada		
Departure date	08/02/2023	Return date	08/05/2023
Purpose of travel	Tobacco Burning in Tyendingaga, Ontario for the beginning of Great Law of Peace Recital		
Charged GL Account	001.4225001.000.701000.000		

GSA (General Services Administration) Rates are linked on SharePoint under Employee Resources

Per Diem rate per day	\$ 121.00		
-----------------------	-----------	--	--

Cost Estimate Information

Personal Automobile Mileage Expenses

Total miles		Multiply by the Mileage rate	\$.625	\$ 0.00
Description	Rate	Factor	Days	Total
Per Diem for initial travel date	\$ 121.00	0.75	1	\$ 90.75
Per Diem full day at destination	\$ 121.00	1.00	2	\$ 242.00
Per Diem for return travel date	\$ 121.00	0.75	1	\$ 90.75
Subtract included meals				
Miscellaneous expenses: taxi, parking, fees, etc.				
Sub-Total = Travel Advance				\$ 423.50
Lodging including room, taxes, fees, and hotel parking	\$ 168.00		3	\$ 504.00
Airfare				
Luggage Fees				
Car Rental				
Registration				
Sub-Total = Virtual Card				\$ 504.00
Allowable price adjustment				\$ 500.00
Total Cost Estimate				\$ 1,427.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses. I also understand that if this advance is not cleared within 10 calendar days after my travel return date, the Nation has the authority to withhold any advanced funds from future wages.

Signatures / Approvals

	Signature	Date
Traveler		
Supervisor		

Send all travel related items to: CentralAccounting_Travel@oneidanation.org



Digitally signed by Tina Jorgensen, MS, RDN
Date: 2023.07.24 13:34:02 -05'00'

ONEIDA NATION
TRAVEL AUTHORIZATION REQUEST

General Travel Information

Name of Traveler	Mirac Ellis		
<i>Legal name as it appears on Travelers Driver's License or State ID, no nicknames</i>			
Employee Number	[REDACTED]		
Destination	Belleville, Ontario, Canada		
Departure date	08/02/2023	Return date	08/05/2023
Purpose of travel	Tobacco Burning in Tyendinaga, Ontario for the beginning of Great Law of Peace Recital		
Charged GL Account	001.4225001.000.701000.000		

GSA (General Services Administration) Rates are linked on SharePoint under Employee Resources

Per Diem rate per day	\$ 121.00		
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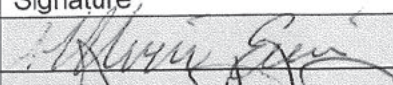
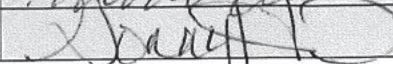
Cost Estimate Information

Personal Automobile Mileage Expenses

Total miles		Multiply by the Mileage rate	\$.625	\$ 0.00
Description	Rate	Factor	Days	Total
Per Diem for initial travel date	\$ 121.00	0.75	1	\$ 90.75
Per Diem full day at destination	\$ 121.00	1.00	2	\$ 242.00
Per Diem for return travel date	\$ 121.00	0.75	1	\$ 90.75
Subtract included meals				
Miscellaneous expenses: taxi, parking, fees, etc.				
Sub-Total = Travel Advance				\$ 423.50
Lodging including room, taxes, fees, and hotel parking	\$ 168.00		3	\$ 504.00
Airfare				
Luggage Fees				
Car Rental				
Registration				
Sub-Total = Virtual Card				\$ 504.00
Allowable price adjustment				\$ 500.00
Total Cost Estimate				\$ 1,427.50

I understand this advance will be deducted from my claim for reimbursement of actual travel expenses.
I also understand that if this advance is not cleared within 10 calendar days after my travel return date, the Nation has the authority to withhold any advanced funds from future wages.

Signatures / Approvals

	Signature	Date
Traveler		7-27-23
Supervisor		7-27-23

Send all travel related items to: CentralAccounting_Travel@oneidation.org

DIPLOMACY IN ACTION

Home > Under Secretary for Management > Bureau of Administration > Office of Allowances

Per Diem Rates

- Excel Versions of Per Diem
- Foreign Per Diem Rates

Allowance Rates

- Allowances By Location
- Allowances By Type
- Biweekly Allowance Updates
- Custom Search
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Standardized Regulations (DSSR)

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- Consumables
- Danger Pay
- Education
- Evacuation
- Extraordinary Quarters Allowance (EQA)
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- Frequently Asked Questions
- Home Service Transfer Allowance (HSTA)
- Living Quarters Allowance (LQA)
- Official Residence Expense (ORE)
- Per Diem
- Post Allowance (COLA)
- Post Hardship Differential
- R&R
- Representation Allowances
- Separate Maintenance Allowance (SMA)
- Service Needs Differential
- Summary of Allowances
- Temporary Quarters
- Subsistence Allowance (TQSA)

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- Reports

Office of Allowances

- Contact Us
- Organization Chart

Office of Allowances

Select by Location
Select by Allowance Type
Printer Friendly 

Foreign Per Diem Rates In U.S. Dollars DSSR 925

Country: CANADA
Publication Date: 07/01/2023

Previous Rates:

Country Name	Post Name	Season Begin	Season End	Maximum Lodging Rate	M & IE Rate	Maximum Per Diem Rate	Footnote	Effective Date
CANADA	Banff	01/01	12/31	281	82	363	N/A	12/01/2022
CANADA	Calgary	01/01	12/31	221	132	353	N/A	06/01/2023
CANADA	Dartmouth	01/01	12/31	329	152	481	N/A	07/01/2023
CANADA	Edmonton	01/01	12/31	228	124	352	N/A	07/01/2023
CANADA	Fort McMurray, Alberta	01/01	12/31	210	92	302	N/A	01/01/2008
CANADA	Fredericton	01/01	12/31	181	113	294	N/A	05/01/2023
CANADA	Gander, Newfoundland	01/01	12/31	133	108	241	N/A	05/01/2023
CANADA	Goose Bay	01/01	12/31	159	108	267	N/A	12/01/2022
CANADA	Halifax	01/01	12/31	329	152	481	N/A	07/01/2023
CANADA	Kelowna	01/01	12/31	183	126	309	N/A	12/01/2022
CANADA	London, Ontario	01/01	12/31	207	124	331	N/A	07/01/2023
CANADA	Moncton	01/01	12/31	146	111	257	N/A	12/01/2022
CANADA	Montreal	01/01	12/31	173	114	287	View	04/01/2023
CANADA	Nanoose Bay	01/01	12/31	101	93	194	N/A	12/01/2022
CANADA	Niagara Falls, Ontario	01/01	12/31	209	130	339	N/A	07/01/2023
CANADA	Other	01/01	12/31	168	121	289	N/A	04/01/2023
CANADA	Ottawa	01/01	12/31	202	109	311	N/A	07/01/2023
CANADA	Prince Edward Island	01/01	12/31	203	134	337	N/A	05/01/2023
CANADA	Quebec	01/01	12/31	297	149	446	N/A	06/01/2023
CANADA	Regina, Saskatchewan	01/01	12/31	192	91	283	N/A	01/01/2008
CANADA	Richmond	01/01	12/31	204	121	325	N/A	12/01/2022
CANADA	Saskatoon, Saskatchewan	01/01	12/31	188	90	278	N/A	01/01/2008
CANADA	Sidney	01/01	12/31	139	101	240	N/A	12/01/2022
CANADA	St. John's, Newfoundland	01/01	12/31	203	148	351	N/A	04/01/2023
CANADA	Toronto	01/01	12/31	335	146	481	View	07/01/2023
CANADA	Vancouver	03/16	11/30	346	169	515	N/A	07/01/2023
CANADA	Vancouver	12/01	03/15	203	155	358	N/A	07/01/2023
CANADA	Victoria	05/15	10/01	215	124	339	N/A	12/01/2022
CANADA	Victoria	10/02	05/14	158	118	276	N/A	12/01/2022

Confirmation number: 55097416

We sent the details to ymcleste@oneidanation.org.



Hampton Inn & Suites by Hilton Belleville

3 AUG THU — **4** AUG FRI

[Edit Stay](#)


3 rooms for 3 adults

Cancellation policy

Free cancellation before 11:59 PM local hotel time on 02 Aug 2023.

[Cancel this reservation](#)

 784 Bell Blvd.
Belleville, Ontario K8N 4Z5
Canada 

 +1 613-779-2000

[View hotel details](#)

Check-in 3:00 PM	Check-out 11:00 AM
----------------------------	------------------------------

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out.

[Rules and Restrictions](#)

Rooms and rates

Room 1 1 King Sfld/frg Ns, Honors Discount 1 adult Room details Rate details Remove room	C\$231.57
Room 2 2 Queens W/ Fridge, Honors Discount 1 adult Room details Rate details Remove room	C\$217.62
Room 3 2 Queens W/ Fridge, Honors Discount 1 adult Room details Rate details Remove room	C\$217.62

Total room charge	C\$666.81
Total taxes	C\$116.83

[View optional services](#) ▼

Total for stay: C\$783.64

Payment and guest information

Yuntlekalau McLester
ymcleste@oneidanation.org

Room 1 additional guest: Robert Brown

Room 2 additional guest: Nicholas Metoxen

 1576 Jul 2026

[Edit payment and guest information](#)

Confirmation number: 55114349

We sent the details to ymcleste@oneidanation.org.



Hampton Inn Buffalo-Williamsville

2 AUG WED — **3** AUG THU

[Edit Stay](#)

2 rooms for 2 adults

Cancellation policy

Free cancellation before 11:59 PM local hotel time on 01 Aug 2023.

[Cancel this reservation](#)

 [5455 Main Street](#)
[Williamsville, New York 14221](#)
[USA](#) 

 +1 716-632-0900

[View hotel details](#)

Check-in
3:00 PM

Check-out
12:00 PM

Early check-in cannot be guaranteed. Contact the hotel to inquire about early check-in or late check-out.

[Rules and Restrictions](#)

Rooms and rates

Room 1 \$231.85
2 Queen Beds Nonsmoking, Honors Discount
1 adult

[Room details](#) | [Rate details](#) | [Remove room](#)

Room 2 \$222.15
1 King Standard Non Smoking, Honors Discount
1 adult

[Room details](#) | [Rate details](#) | [Remove room](#)

Total room charge \$454.00
Total taxes \$62.43

[View optional services](#) ▼

Total for stay: \$516.43

Payment and guest information

Yuntlekalau McLester
ymcleste@oneidanation.org

Room 1 additional guest: Robert Brown



1576 Jul 2026

[Edit payment and guest information](#)

Department of Public Works

Administration
 W1278 Ranch Rd
 P.O. Box 365
 Oneida WI 54155
 (920) 869-1059 Fax (920)869-1559



Fleet Vehicle Use Agreement

This form is to be filled out by person using the vehicle

Drivers Name:	Robert Brown	Contact #:	920-496-5392
Date Needed:	August 1, 2023	Return Date:	August 6, 2023
Destination:	Belleville, Ontario	Vehicle Number (office use only)	Click here to enter text.
Purpose:	To see a residential school exhibit		

Minimum Standards

- Use of the fleet vehicle is restricted to employees only.
- Use of the Fleet vehicle is for business only.
- Group/Department is responsible for the amount of gas they use and are required to fill up the vehicle prior to returning.
- No smoking in any vehicle.
- Group/Department is responsible for any damage to fleet vehicle while it is in their possession.
- Keys are to be returned to the front office of the Department of Public Works

By signing below, I have read and understand the interim rules for the use of Fleet Vehicles from DPW.

Signature _____

Date _____

Mileage In		Mileage Out	
-------------------	--	--------------------	--

For Office Use Only

Department of Public Works

Administration
 W1278 Ranch Road
 P.O. Box 365
 Oneida WI 54155
 (920)869-1059 Fax(920)869-1559



Employee Name	Robert Brown
Department	Oneida Cultural Heritage
Date Needed	August 1, 2023
Date Of Return	August 6, 2023
Destination/Purpose	Tyendinaga, Ontario for Tobacco burning for Great Law recital
Director/Supervisor Approval	Robert Brown
Additional Comments	Click here to enter text.

Approval from Business Unit Director or Supervisor is required prior to use of any Fleet Vehicle

Accept the 2023 General Election final report and declare the official results

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 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> | | |

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: Tina Skenandore, Chair/Oneida Election Board

Primary Requestor: Shannon Davis, Recording Clerk

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: SDAVIS



ONEIDA NATION 2023 GENERAL ELECTION FINAL REPORT

Tina Skenandore, Election Board Chairperson
Approved by Election Board on 08/15/2023

2023 GENERAL ELECTION FINAL REPORT

The Election Board held the tri-annual Primary Election for vacancies within: Oneida Business Committee Chair, Vice Chair, Treasurer, Secretary and Council Member. There were also vacancies on the ballot for the following Boards, Committees and Commissions: Oneida Election Board, Oneida Gaming Commission, Oneida Land Claims Commission, Oneida Land Commission, Oneida Nation Commission on Aging, Oneida Nation School Board (Parent/Guardian & Community-at-Large), Oneida Trust Enrollment Committee and Oneida Judiciary (Court of Appeals & Trial Court). There were also thirty-four (34) referendum questions on the ballot.

The General Election was held on July 15, 2023, from 7 a.m-7 p.m. at the Oneida Nation Turtle School and in Milwaukee at the SEOTS building.

Included in the report are: 1) Narrative; 2) Totals and Demographic Breakdowns 3) Final Election Results; 4) Total Election Costs; 5) Issues of Grave Concern for Business Committee to Address; and 6) Requested Action.

1. NARRATIVE

The General Election was held on July 15, 2023, in accordance with all applicable laws (Examples: Oneida Election Law and Oneida Judiciary Law.) Amendments were made to the Election Law due to reduce the number of Oneida Election Board members required to sign the election totals of machine counted ballots from six (6) to three (3) members [1.O.C 102.10-2]. Applications were made available for pick up and drop off in the main office of the Norbert Hill Center starting April 17, 2023. Deadline for applications to be received was 4:30 pm on April 21,2023.

The following individuals were present at the polls for the general election in their official capacity as required by the Oneida Election Law:

Oneida Polling Site:

Melinda K. Danforth, Vice-Chair
 Patricia Moore, Secretary
 Sacheen Lawrence, Alternate
 Rosa Laster, Alternate
 Yasiman Metoxen, Alternate
 Kalene White, OEB Member
 Ray Skenandore, OEB Member
 Kelly Danforth, Enrollments
 Mariah Rauschenbach, Enrollments
 Brady Moreno, Enrollments (Training)
 Logan Webster, OPD

Milwaukee Polling Site:

Tina Skenandore, Chair
 Shelly King, Alternate
 Ramona Salinas, Alternate
 Linda Langen, Alternate
 Michelle John, Enrollments
 Alexis Woelfel, OPD

2. TOTALS AND DEMOGRAPHIC INFORMATION

General Election Totals:

Age Groups	On Reservation		Brown Outagamie Counties		Milwaukee Area		State of Wisconsin		Out of State or Location Unknown		Total
	F	M	F	M	F	M	F	M	F	M	
18-20	13	17	1	0	1	3	0	0	1	1	37
21-54	274	191	51	37	29	15	10	10	2	3	622
55-61	114	62	22	10	10	7	2	2	2	1	232
62-64	48	32	6	10	4	1	4	3	2	4	114
65-69	79	44	15	10	14	4	2	1	2	0	171
70-74	52	31	7	7	9	4	3	2	0	0	115
75-79	40	27	1	4	5	0	1	1	0	2	81
80-84	24	11	5	1	3	0	1	1	0	0	46
85-89	11	8	1	0	1	0	0	1	0	0	22
90-94	4	2	1	0	0	0	0	0	0	0	7
95+	1	0	0	0	0	0	0	0	0	0	1

Number of voters: 1448 (Oneida total: 1085, Brown & Outagamie County total: 189, Milwaukee total: 110, State of WI total: 44, Out of State or Unknown total: 20)

Number of spoiled ballots: 43 (Milwaukee - 4; Oneida 39)

There were no tie vote results.

**This section must be included in a Final Report in accordance with the Election Law*

3. FINAL 2023 GENERAL ELECTION RESULTS

Winners are highlighted.

BC CHAIRPERSON – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
Tehassi Hill	831	83	914
Gina Powless-Buenrostro	458	48	506

BC VICE-CHAIRPERSON – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
Brandon Yellowbird-Stevens	674	86	760
Eric McLester	617	45	662

BC TREASURER – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
Larry Barton	754	48	802
Curtis Danforth	530	85	615

BC SECRETARY – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
Lisa Liggins	678	63	741
Jennifer Hill	584	68	652

BC COUNCIL MEMBER – Choose up to five (5)

	ONEIDA	MILWAUKEE	TOTAL
Jennifer (Jenny) Webster	710	58	768
Jonas Hill	541	56	597
“Fleet” David P. Jordan	535	41	576
Kirby Metoxen	588	78	666
Debra House-Powless	335	46	381
Sereen Frion (Powless)	86	15	101
Jonathan Frion	58	5	63
Jameson Wilson	891	62	953
Lori Elm	226	39	265
Gladys D. Dallas	144	14	158
Marlon Skenandore	854	71	925
Nancy A. Dallas	113	17	130
Jermaine Delgado	470	45	515
Dylan N. Benton	267	18	285

Oneida Election Board – Choose up to three (3)

	ONEIDA	MILWAUKEE	TOTAL
Vicki Cornelius	778	89	867
Tonya Webster	841	86	927

ONEIDA GAMING COMMISSION – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
Mark A. Powless Sr.	586	81	667
Jeremy King	606	45	652

ONEIDA LAND CLAIMS COMMISSION – Choose up to two (2)

	ONEIDA	MILWAUKEE	TOTAL
Kerry Kennedy	823	99	922

ONEIDA LAND COMMISSION – Choose up to two (2)

	ONEIDA	MILWAUKEE	TOTAL
Winnifred (Winnie) Thomas	415	62	477
Sidney White	717	39	756
Eric Boucher	290	24	314
Patricia (Pat) Cornelius	814	89	903

ONEIDA NATION COMMISSION ON AGING – Choose up to three (3)

	ONEIDA	MILWAUKEE	TOTAL
Winnifred (Winnie) Thomas	696	69	765
Chrissy Liggins	732	66	798
Sandra L. Skenadore	769	90	859

ONEIDA NATION SCHOOL BOARD – PARENT/GUARDIAN – Choose up to two (2)

	ONEIDA	MILWAUKEE	TOTAL
Candace (Jourdan) House	799	85	884
Katsi Danforth	814	84	898

ONEIDA NATION SCHOOL BOARD – COMMUNITY-AT-LARGE – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
No Applicants			

ONEIDA TRUST ENROLLMENT COMMITTEE – Choose up to two (2)

	ONEIDA	MILWAUKEE	TOTAL
Pamela Ninham	822	90	912
Dorothy Ninham	727	57	784
Artley Skenadore	457	63	520

ONEIDA JUDICIARY – COURT OF APPEALS – Choose up to two (2)

	ONEIDA	MILWAUKEE	TOTAL
Michele Doxtator	850	92	942
Daniel Cornelius	658	79	737

ONEIDA JUDICIARY – TRIAL COURT – Choose one (1)

	ONEIDA	MILWAUKEE	TOTAL
John E. Powless III	981	111	1092

REFERENDUM QUESTIONS

1. Should the number of required signatures to petition the GTC to meet on an issue be increased due to the number attending GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	549	54	603
NO	378	54	432

2. Should the fitness center be 24 hours 7 days a week?

	ONEIDA	MILWAUKEE	TOTAL
YES	465	58	523
NO	501	53	554

3. Cultural Related Re-Entering Program – Develop and implement a humanity law and include cultural behavioral health program, with lived experience personal and implement with the FY2024 Budget.

	ONEIDA	MILWAUKEE	TOTAL
YES	355	63	418
NO	338	31	369

4. Should the Oneida Constitution be amended to include educational requirements for BC Officer positions?

	ONEIDA	MILWAUKEE	TOTAL
YES	517	68	585
NO	344	33	377

5. Should the Oneida BC positions be meeting stipend positions only?

	ONEIDA	MILWAUKEE	TOTAL
YES	226	36	262
NO	585	57	642

6. Should the Tribe eliminate all tribal minimum wage loopholes? Make minimum wage mean two things, minimum (Lowest amount possible) and wage (amount employer pays employee).

	ONEIDA	MILWAUKEE	TOTAL
YES	387	58	445
NO	363	34	397

7. Should the Tribe have a camera on the ballot box on election day?

	ONEIDA	MILWAUKEE	TOTAL
YES	478	52	530
NO	405	55	460

8. Should the Oneida Nation implement a one-year maternity leave policy?

	ONEIDA	MILWAUKEE	TOTAL
YES	349	50	399
NO	551	56	607

9. Should the Oneida Nation develop a plastic-free policy and practice to strengthen efforts toward caring for our environment and waters?

	ONEIDA	MILWAUKEE	TOTAL
YES	672	95	767
NO	198	9	207

10. Should the Minors Trust fund be changed to a retirement fund once the minor turns 18?

	ONEIDA	MILWAUKEE	TOTAL
YES	218	27	245
NO	651	74	725

11. Would you support Comprehensive Constitutional reform that reflects who we are as On[^]yote?a·ká· (People of the Standing Stone – Oneida)?

	ONEIDA	MILWAUKEE	TOTAL
YES	474	70	544
NO	265	23	288

12. Should the Tribal Chief Counsel position be an elected position?

	ONEIDA	MILWAUKEE	TOTAL
YES	443	69	512
NO	413	28	441

13. Should the Gaming General Manager position be an elected position?

	ONEIDA	MILWAUKEE	TOTAL
YES	348	53	401
NO	524	45	569

14. Should the Tribal General Manager position be an elected position?

	ONEIDA	MILWAUKEE	TOTAL
YES	359	51	410
NO	509	45	554

15. Should the Tribal Chief of Police position be an elected position?

	ONEIDA	MILWAUKEE	TOTAL
YES	375	62	437
NO	514	39	553

16. Should the Oneida Personnel Commission be an elected position?

	ONEIDA	MILWAUKEE	TOTAL
YES	414	47	461
NO	408	43	451

17. Should the GTC hire its own separate attorney/legal counsel to represent GTC in the GTC meetings?

	ONEIDA	MILWAUKEE	TOTAL
YES	306	49	355
NO	546	63	609

18. Should the GTC directly hire the Tribal Chief Counsel position? Final Approval?

	ONEIDA	MILWAUKEE	TOTAL
YES	278	41	319
NO	534	47	581

19. Should the Tribal Chief Counsel position report to the GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	427	64	491
NO	406	28	434

20. Should the GTC directly hire the Gaming General Manager position? Final Approval?

	ONEIDA	MILWAUKEE	TOTAL
YES	263	40	303
NO	574	47	621

21. Should the GTC directly determine the wage/salary of the Tribal Chief Counsel position?

	ONEIDA	MILWAUKEE	TOTAL
YES	276	37	313
NO	571	55	626

22. Should the Tribal General Manager report directly to the GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	432	38	286
NO	436	52	488

23. Should the GTC directly determine the wage/salary of the Gaming General Manager position?

	ONEIDA	MILWAUKEE	TOTAL
YES	248	38	286
NO	607	52	659

24. Should the GTC directly determine the wage/salary of the Tribal General Manager position?

	ONEIDA	MILWAUKEE	TOTAL
YES	239	38	277
NO	585	52	637

25. Should the GTC directly hire the Tribal General Manager position? Final Approval?

	ONEIDA	MILWAUKEE	TOTAL
YES	252	41	566
NO	569	46	615

26. Should the GTC directly hire the Oneida Chief of Police position? Final Approval?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>213</u>	<u>35</u>	<u>321</u>
NO	<u>609</u>	<u>54</u>	<u>663</u>

27. Should the Oneida Personnel Commission positions be hired positions? Final Approval by GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>280</u>	<u>41</u>	<u>321</u>
NO	<u>498</u>	<u>47</u>	<u>545</u>

28. Should the General Tribal Manager report directly to GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>382</u>	<u>54</u>	<u>436</u>
NO	<u>452</u>	<u>35</u>	<u>487</u>

29. Should the Oneida Chief of Police position report directly to the GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>284</u>	<u>51</u>	<u>335</u>
NO	<u>554</u>	<u>39</u>	<u>593</u>

30. Should the Oneida Security Department report to the Oneida Chief of Police?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>492</u>	<u>75</u>	<u>567</u>
NO	<u>340</u>	<u>19</u>	<u>359</u>

31. Should the Oneida Security Department report to the Tribal Chairperson position?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>242</u>	<u>41</u>	<u>283</u>
NO	<u>560</u>	<u>46</u>	<u>606</u>

32. Should the Oneida Personnel Commission report directly to the GTC?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>316</u>	<u>46</u>	<u>362</u>
NO	<u>490</u>	<u>41</u>	<u>531</u>

33. Should the GTC directly determine Oneida Tribal Chief of Police wage/salary?

	ONEIDA	MILWAUKEE	TOTAL
YES	<u>213</u>	<u>45</u>	<u>258</u>
NO	<u>619</u>	<u>49</u>	<u>668</u>

34. Should the GTC directly determine the wage/salary of the Oneida Personnel Commission?

	ONEIDA	MILWAUKEE	TOTAL
YES	234	42	276
NO	587	46	633

4. TOTAL COSTS

General Election Expenses:

TYPE	AMOUNT
Printing	\$1,549.69
Ballot/Flash Drives	\$2,286.35
Psych Testing	\$2,085.00
Stipends*	\$5,068.75
Travel	\$1,735.20
Reimbursements	\$260.57
Total	\$12,985.56

*This amount includes the stipends for: election activities (07/13/23, 07/14/23 & 07/24/23), General Election Day (07/15/23), and meetings (06/15/23 & 06/26/23). Please note there are Election Board meetings called as necessary to prepare for elections.

5. ISSUES OF CONCERN

The Election Board, when planning for and conducting elections was met with few trials and tribulations and thoughts of what can be done better. Things that occurred and questions/concerns include the following:

- a) Temperature control at both locations. It was very cold in the Turtle School gym, and there was no air at SEOTS.
- b) SEOTS location was dirty and messy from functions they had going on during the week; staff knew was aware of us coming to set up and prep for the election.
- c) Restroom locations at the Turtle School, they're far from the gym, locker-room would have been closer.
- d) Food for both polling locations, process and options were difficult and there was no assistance from Accounting/Purchasing.
- e) Payment and billing issues with ES&S and Central Accounting.
- f) Issues with customer service and support from ES&S, board will be reviewing other vendors and developing an RFP to look for a new vendor to work with.

6. REQUESTED ACTION:

- a) The Election Board hereby respectfully requests the Oneida Business Committee to comply with the Election Law, 102.11-13. Declaration of Results. The Business Committee shall declare the official results of the election. and send notices regarding when the swearing in of newly elected officials shall take place within ten (10) business days after receipt of the Final Report.

Approve the revised 2023 and new 2024 Oneida Business Committee Standing Meeting Schedule

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Approve the revised 2023 and new 2024 OBC Standing Meeting Schedule

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: Audit & Finance Committee

Members who are public members.

5. Additional attendees needed for this request:

Brooke Doxtator, BCC Supervisor

Cheryl-Aliskwet Ellis, Senior Information Management Specialist

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

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: Lisa Liggins, Secretary

Primary Requestor: Lisa Summers, OBC Area Manager



Memorandum

TO: Oneida Business Committee

FROM: Lisa Summers, OBC Area Manager 

DATE: August 14, 2023

RE: Request to Approve the Revised 2023 OBC Standing Meeting Schedule & Approve the 2024 OBC Standing Meeting Schedule

The purpose of this correspondence, is to request the Oneida Business Committee (OBC) approve and update the 2023 OBC Standing Meeting Schedule, and approve the 2024 OBC Standing Meeting Schedule.

Background

The Government Administrative Office (GAO) has been coordinating the logistics for the 2023-2026 OBC transition for several months. One aspect of these logistical preparations work for the 2023-2026 OBC included a review of the OBC's current standing meeting schedule.

In an effort to provide the most efficient schedule possible for the OBC and the GAO team members that will be coordinating a majority of the standing meetings, the GAO team reviewed the current meetings and their associated days, times, agendas, charters (where applicable), and duration. During this review, it was noted there have been logistical challenges in meeting the OBC Agenda deadline. With some adjustments, the proposed revisions should accomplished two main goals:

- Alignment to the OBC Meeting Agenda deadline, and
- Efficiency in the number of meetings the OBC has scheduled each month.

The revised 2023 and presented 2024 OBC Standing Meeting Schedule also includes one (1) major change – the Nation Building meeting. In review of the Community Development Planning Committee (CDPC) and Quality of Life (QoL) Charters, it was observed the intent of these charters and the practical application of them were not being met. This observation was validated by the Boards, Committees and Commissions Supervisor, as well as with the Chairpersons of each OBC Sub-Committee.

The 2023-2026 OBC Transition will include an updated approach to how the OBC will undertake strategic planning, and the new process will include Nation Building. As a follow up to these updated approach, it is proposed a bi-monthly standing meeting be set and replace both CDPC and OoL, as Nation Building will still include both the physical and human environments.

Attached for your consideration is the revised 2023 and proposed 2024 OBC Standing Meeting Schedule. The schedule is presented two ways: calendar view and chart view. The deadlines and publication dates are also included along with a chart of which area will manage each standing meeting. Also included for your review is the reporting schedule for the OBC meetings.

Finally, please note, I have confirmed the revised schedule with the Audit and Finance Departments. Please contact me with any questions you may have. I can be reached at ext. 4447 or via email at lsummer2@oneidanation.org.

Requested Action

In accordance with the Oneida Business Committee Meetings law, Section 117.6, the following is the requested action:

1. Approve the revised 2023 standing meeting schedule, and
2. Approve the 2024 standing meeting schedule (reference to the BC meetings law).

cc: Brooke Doxtator, BCC Supervisor
Keith Doxtator, CFO
Loucinda Conway, Audit Department Manager
Cheryl-Aliskwet Ellis, Senior Information Management Specialist

File: G:\Government Administrative Office\Transition Information\Schedules

Standing Meeting Schedule – Owner & Back Up (if applicable)

Meeting	Day	Owner & Back Up
Audit Committee	3 rd Tuesday (AM)	Audit Department (Audit - Executive Assistant)
Finance Committee	2 nd Thursday (AM)	Finance Department (Finance – Executive Assistant)
Legislative Operating Committee	1 st & 3 rd Wednesday (AM)	GAO & LRO (BCC Supervisor & Senior Staff Attorney)
Legislative Operating Committee Work Session	1 st Wednesday (PM)	GAO & LRO (BCC Supervisor & Senior Staff Attorney)
Joint Meetings (standing)	(as scheduled Quarterly & Bi-Annually)	GAO (BCC as assigned – OBC Resolution #03-27-19-D)
Nation Building	3 rd Thursday (Bi-Monthly)	GAO (Gov't Operations Manager, OBC Area Manager & BCC Supervisor)
OBC Work Session	1 st Thursday	GAO (BCC Supervisor & Gov't Operations Manager)
OBC Executive Session	2 nd Tuesday Quarterly & 4 th Tuesday	GAO (Senior Information Management Specialist, Gov't Operations Manager & OBC Area Manager)
OBC Officers' Meeting	1 st Wednesday (AM)	GAO (Gov't Operations Manager & OBC Area Manager)
OBC Regular Session	2 nd & 4 th Wednesday	GAO (Senior Information Management Specialist & Info Specialist)
Operational Roundtable	2 nd Thursday (PM)	OBC Member (no minutes or agendas)

Nation Building Schedule 2023

# of Mtgs	Deadline Date	Packet Publish		
		Date	Meeting Day	Meeting Date
1	10/12/2023	10/16/2023	Thursday	10/19/2023
2	12/14/2023	12/18/2023	Thursday	12/21/2023

Nation Building Schedule 2024

# of Mtgs	Deadline Date	Packet Publish		
		Date	Meeting Day	Meeting Date
1	2/15/2024	2/19/2024	Thursday	2/22/2024
2	4/11/2024	4/15/2024	Thursday	4/18/2024
3	6/13/2024	6/17/2024	Thursday	6/20/2024
4	8/15/2024	8/19/2024	Thursday	8/22/2024
5	10/10/2024	10/14/2024	Thursday	10/17/2024
6	12/12/2024	12/16/2024	Thursday	12/19/2024

OBC Work Session Schedule 2023

<u># of</u> <u>Mtgs</u>	<u>Deadline Date</u>	<u>Packet Publish</u> <u>Date</u>	<u>Meeting Day</u>	<u>Meeting Date</u>
1	9/28/2023	10/2/2023	Thursday	10/5/2023
2	10/26/2023	10/30/2023	Thursday	11/2/2023
3	11/30/2023	12/4/2023	Thursday	12/7/2023

OBC Work Session Schedule 2024

<u># of</u> <u>Mtgs</u>	<u>Deadline Date</u>	<u>Packet Publish</u> <u>Date</u>	<u>Meeting Day</u>	<u>Meeting Date</u>
1	12/28/2023	1/4/2024	Thursday	1/4/2024
2	2/1/2024	2/5/2024	Thursday	2/8/2024
3	2/29/2024	3/7/2024	Thursday	3/7/2024
4	3/28/2024	4/4/2024	Thursday	4/4/2024
5	4/25/2024	4/29/2024	Thursday	5/2/2024
6	5/30/2024	6/3/2024	Thursday	6/6/2024
7	6/27/2024	7/1/2024	Thursday	7/5/2024
8	8/1/2024	8/5/2024	Thursday	8/8/2024
9	8/29/2024	9/3/2024	Thursday	9/5/2024
10	9/26/2024	10/1/2024	Thursday	10/3/2024
11	10/31/2024	11/4/2024	Thursday	11/7/2024
12	11/27/2024	12/2/2024	Thursday	12/5/2024

OBC Officers' Meeting Schedule 2023

# of Mtgs	Deadline Date	Packet Publish		Meeting Date
		Date	Meeting Day	
1	9/26/2023	9/29/2023	Wednesday	10/4/2023
2	10/24/2023	10/27/2023	Wednesday	11/1/2023
3	11/28/2023	12/1/2023	Wednesday	12/6/2023

OBC Officers' Meeting Schedule 2024

# of Mtgs	Deadline Date	Packet Publish		Meeting Date
		Date	Meeting Day	
1	12/26/2023	12/29/2023	Wednesday	1/3/2024
2	1/30/2024	2/2/2024	Wednesday	2/7/2024
3	2/27/2024	3/1/2024	Wednesday	3/6/2024
4	3/26/2024	3/29/2024	Wednesday	4/3/2024
5	4/23/2024	4/26/2024	Wednesday	5/1/2024
6	5/28/2024	5/31/2024	Wednesday	6/5/2024
7	6/25/2024	6/28/2024	Wednesday	7/3/2024
8	7/30/2024	8/2/2024	Wednesday	8/7/2024
9	8/27/2024	8/30/2024	Wednesday	9/4/2024
10	9/24/2024	9/27/2024	Wednesday	10/2/2024
11	10/29/2024	11/1/2024	Wednesday	11/6/2024
12	11/26/2024	12/2/2024	Wednesday	12/4/2024

October

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Packet Publish (PM – 12 noon): 10/02 Work Session	3 Deadline - 10/11 OBC Mtg (PM - 4:30)	4 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	5 OBC Work Session (All Day 8:30 – 4:00) Deadline - 10/12 FC Mtg (PM – 12 noon)	6 Packet Publish (PM – 3:00): 10/11 OBC Mtg	7
8 Packet Publish (PM – 12 noon): 10/12 FC Mtg	9	10	11 OBC Meeting (All Day 8:30 – 4:30)	12 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/19 Nation Building Agenda	13 Packet Publish (AM – 11:00): 10/18 LOC Mtg	14
15 Packet Publish (AM) - 10/19 Nation Building	16	17 Audit Committee (AM 9:00 – 11:00) Deadline - 10/25 OBC Mtg (PM - 4:30)	18 LOC Meeting (AM 9-12)	19 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 10/26 FC Mtg (PM – 12 noon)	20 Packet Publish (PM – 3:00): 10/26 OBC Mtg	21
22 Packet Publish (PM – 12 noon): 10/26 FC Mtg IGA Report (PM 1:30 – 3:00)	23	24 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 11/01 Officers' Mtg	25 OBC Meeting (All Day 8:30 – 4:30)	26 Finance Committee (AM 9-11) Deadline - 11/02 Work Session (PM – 12 noon)	27 Pkt Publish (AM – 11:00): 11/01 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 11/01 Officers' Mtg	28
29 Packet Publish (PM – 12 noon): 11/02 Work Session	30	31 Deadline - 11/08 OBC Mtg (PM - 4:30)				

November

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	2 OBC Work Session (All Day 8:30 – 4:00) Deadline - 11/09 FC Mtg (PM – 12 noon)	3 Packet Publish (PM – 3:00): 11/08 OBC Mtg	4
5	6 Packet Publish (PM – 12 noon): 11/09 FC Mtg	7 OBC Meeting - Executive Session (All Day 8:30 – 4:30) (Quarterly in Nov., Feb., May & Aug.)	8 OBC Meeting (All Day 8:30 – 4:30)	9 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Packet Publish (AM – 11:00): 11/15 LOC Mtg	10 Holiday – Veterans' Day	11
12	13	14 Audit Committee (AM 9-11) Deadline - 11/22 OBC Mtg (PM - 4:30)	15 LOC Meeting (AM 9-12)	16 Deadline - 11/23 FC Mtg (PM – 12 noon)	17 Packet Publish (PM – 3:00): 11/22 OBC Mtg	18
19 Packet Publish (PM – 12 noon): 11/23 FC Mtg IGA Report (PM 1:30 – 3:00)	20 OBC Meeting - Executive Session (All Day 8:30 – 4:30)	21 OBC Meeting (All Day 8:30 – 4:30)	22 Holiday – Thanksgiving	23 Holiday – Indian Day	24	25
26 <i>5th Week – Do Not Book</i>	27 <i>5th Week – Do Not Book</i> Deadline - 12/06 Officers' Mtg	28 <i>5th Week – Do Not Book</i>	29 <i>5th Week – Do Not Book</i>	30 <i>5th Week – Do Not Book</i> Finance Committee (AM 9-11) Deadline - 12/07 Work Session (PM – 12 noon)		

December

2023

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 5 th Week – Do Not Book Packet Publish (AM – 11:00): 12/06 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 11/01 Officers' Mtg	2
3	4 Packet Publish (PM – 12 noon): 12/07 Work Session	5 Deadline - 12/13 OBC Mtg (PM - 4:30)	6 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	7 OBC Work Session (All Day 8:30 – 4:00) Deadline – 12/14 FC Mtg (PM – 12 noon)	8 Packet Publish (PM – 3:00): 12/13 OBC Mtg	9
10	11 Packet Publish (PM – 12 noon): 12/14 FC Mtg	12 Joint OBC/OGC - Quarterly (PM – 2:00 – 3:00)	13 OBC Meeting (All Day 8:30 – 4:30)	14 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/19 Nation Building Agenda	15 Packet Publish (AM – 11:00): 12/20 LOC Mtg Packet Publish (PM – 12 noon): 12/19 Work Session	16
17	18 Packet Publish (AM) - 12/21 Nation Building	19 Audit Committee (AM 9-11) Deadline - 12/27 OBC Mtg (PM - 4:30)	20 LOC Meeting (AM 9-12)	21 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline – 12/28 FC Mtg (PM – 12 noon)	22 Packet Publish (AM – 11:00): 12/27 OBC Mtg Holiday – X-Mas Eve (½ Day)	23
24	25 Holiday – Christmas Day	26 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Packet Publish (PM – 12 noon): 12/28 FC Mtg Deadline - 12/04 Officers' Mtg	27 OBC Meeting (All Day 8:30 – 4:30) • IGA Report Included on standing Exec. Agenda	28 Finance Committee (AM 9-11) Joint OBC/OTEC - Quarterly (PM – 3:00) Deadline - 01/4 Work Session (PM – 12 noon)	29 Packet Publish (AM – 11:00): 01/03 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 01/03 Officers' Mtg	30
31						

January

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Holiday – New Year’s Day	2 Packet Publish (PM – 12 noon): 01/04 Work Session Deadline - 01/10 OBC Mtg (PM - 4:30)	3 LOC Meeting (AM 9-12) Officers’ Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	4 OBC Work Session (All Day 8:30 – 4:00) Deadline - 01/11 FC Mtg (PM – 12 noon)	5 Packet Publish (PM – 3:00): 01/10 OBC Mtg	6
7	8 Packet Publish (PM – 12 noon): 01/11 FC Mtg	9	10 OBC Meeting (All Day 8:30 – 4:30)	11 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00)	12 Packet Publish (AM – 11:00): 01/17 LOC Mtg Packet Publish (PM – 12 noon): 01/16 Work Session	13
14	15	16 Audit Committee (AM 9-11) Deadline - 01/24 OBC Mtg (PM - 4:30)	17 LOC Meeting (AM 9-12)	18 Deadline - 01/25 FC Mtg (PM – 12 noon)	19 Packet Publish (PM – 3:00): 01/24 OBC Mtg	20
21	22 Packet Publish (PM – 12 noon): 01/25 FC Mtg IGA Report (PM 1:30 – 3:00)	23 OBC Meeting - Executive Session (All Day 8:30 – 4:30)	24 OBC Meeting (All Day 8:30 – 4:30)	25 Finance Committee (AM 9-11)	26	27
28	29 5 th Week – Do Not Book	30 5 th Week – Do Not Book Deadline - 02/07 Officers’ Mtg	31 5 th Week – Do Not Book			

February

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 5 th Week – Do Not Book	2 5 th Week – Do Not Book	3
4	5 Packet Publish (PM – 12 noon): 02/08 Work Session	6 Finance Committee Deadline - 02/14 OBC Mtg (PM - 4:30)	7 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	8 OBC Work Session (All Day 8:30 – 4:00) Deadline - 02/08 FC Mtg (PM – 12 noon)	9 Packet Publish (PM – 3:00): 02/14 OBC Mtg	10
11	12 Packet Publish (PM – 12 noon): 02/15 FC Mtg	13 OBC Meeting - Executive Session (All Day 8:30 – 4:30) (Quarterly in Nov., Feb., May & Aug.)	14 OBC Meeting (All Day 8:30 – 4:30)	15 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/19 Nation Building Agenda	16 Packet Publish (AM – 11:00): 02/21 LOC Mtg	17
18	19 Packet Publish (AM) - 02/22 Nation Building	20 Audit Committee (AM 9-11) Deadline - 02/28 OBC Mtg (PM - 4:30)	21 LOC Meeting (AM 9-12)	22 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 02/29 FC Mtg (PM – 12 noon)	23 Packet Publish (PM – 3:00): 02/28 OBC Mtg	24
25	26 Packet Publish (PM – 12 noon): 02/29 FC Mtg IGA Report (PM 1:30 – 3:00)	27 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 02/06 Officers' Mtg	28 OBC Meeting (All Day 8:30 – 4:30)	29 Finance Committee (AM 9-11) Deadline - 03/19 Work Session (PM – 12 noon)		

March

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 Packet Publish (AM – 11:00): 03/06 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 01/03 Officers' Mtg	2
3	4 Packet Publish (PM – 12 noon): 03/07 Work Session	5 Deadline - 03/13 OBC Mtg (PM - 4:30)	6 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	7 OBC Work Session (All Day 8:30 – 4:00) Deadline - 03/14 FC Mtg (PM – 12 noon)	8 Packet Publish (PM – 3:00): 03/13 OBC Mtg	9
10	11 Packet Publish (PM – 12 noon): 03/14 FC Mtg	12 Joint OBC/OGC - Quarterly (PM – 2:00 – 3:00) Joint OBC/OLC- Bi- Annual (PM – 3:30–4:30)	13 OBC Meeting (All Day 8:30 – 4:30)	14 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00)	15 Packet Publish (AM – 11:00): 03/20 LOC Mtg	16
17	18	19 Audit Committee (AM 9-11) Deadline - 03/27 OBC Mtg (PM - 4:30)	20 LOC Meeting (AM 9-12)	21 Deadline - 03/28 FC Mtg (PM – 12 noon)	22 Packet Publish (PM – 3:00): 03/27 OBC Mtg	23
24	25 Packet Publish (PM – 12 noon): 03/28 FC Mtg IGA Report (PM 1:30 – 3:00)	26 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 04/03 Officers' Mtg	27 OBC Meeting (All Day 8:30 – 4:30)	28 Finance Committee (AM 9-11) Joint OBC/OTEC - Quarterly (PM – 3:00) Deadline - 04/04 Work Session (PM – 12 noon)	29 Packet Publish (AM – 11:00): 04/03 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 04/03 Officers' Mtg	30
31						

April

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Packet Publish (PM – 12 noon): 04/04 Work Session	2 Deadline - 04/10 OBC Mtg (PM - 4:30)	3 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	4 OBC Work Session (All Day 8:30 – 4:00) Deadline - 04/11 FC Mtg (PM – 12 noon)	5 Packet Publish (PM – 3:00): 04/10 OBC Mtg	6
7	8 Packet Publish (PM – 12 noon): 04/11 FC Mtg	9	10 OBC Meeting (All Day 8:30 – 4:30)	11 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/19 Nation Building Agenda	12 Packet Publish (AM – 11:00): 04/17 LOC Mtg	13
14	15 Packet Publish (AM) - 04/18 Nation Building	16 Audit Committee (AM 9-11) Deadline - 04/24 OBC Mtg (PM - 4:30)	17 LOC Meeting (AM 9-12)	18 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 02/29 FC Mtg (PM – 12 noon)	19 Packet Publish (PM – 3:00): 04/24 OBC Mtg	20
21	22 Packet Publish (PM – 12 noon): 04/25 FC Mtg IGA Report (PM 1:30 – 3:00)	23 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 05/01 Officers' Mtg	24 OBC Meeting (All Day 8:30 – 4:30)	25 Finance Committee (AM 9-11) Deadline - 05/02 Work Session (PM – 12 noon)	26 Packet Publish (AM – 11:00): 05/01 LOC Mtg Packet Publish (PM – 12 noon): 05/01 Officers' Mtg	27
28	29 Packet Publish (PM – 12 noon): 05/02 Work Session	30 Deadline - 05/08 OBC Mtg (PM - 4:30)				

May

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
			1 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	2 OBC Work Session (All Day 8:30 – 4:00) Deadline - 05/09 FC Mtg (PM – 12 noon)	3 Packet Publish (PM – 3:00): 05/08 OBC Mtg	4
5	6 Packet Publish (PM – 12 noon): 05/09 FC Mtg	7 OBC Meeting - Executive Session (All Day 8:30 – 4:30)	8 OBC Meeting (All Day 8:30 – 4:30)	9 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00)	10 Packet Publish (AM – 11:00): 05/15 LOC Mtg	11
12	13	14 Audit Committee (AM 9-11) Deadline - 05/22 OBC Mtg (PM - 4:30)	15 LOC Meeting (AM 9-12)	16 Deadline - 05/23 FC Mtg (PM – 12 noon)	17 Packet Publish (PM – 3:00): 05/22 OBC Mtg	18
19	20 Packet Publish (PM – 12 noon): 05/23 FC Mtg IGA Report (PM 1:30 – 3:00)	21 OBC Meeting - Executive Session (All Day 8:30 – 4:30)	22 OBC Meeting (All Day 8:30 – 4:30)	23 Finance Committee (AM 9-11)	24 Holiday – Code Talkers Day	25
26 Holiday – Memorial Day	27 <i>5th Week – Do Not Book</i>	28 <i>5th Week – Do Not Book</i> Deadline - 06/05 Officers' Mtg	29 <i>5th Week – Do Not Book</i>	30 <i>5th Week – Do Not Book</i> Deadline - 06/06 Work Session (PM – 12 noon)	31 <i>5th Week – Do Not Book</i> Packet Publish (AM – 11:00): 06/05 LOC Mtg Packet Publish (PM – 12 noon): 06/05 Officers' Mtg	

June

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
						1
2	3 Packet Publish (PM – 12 noon): 06/06 Work Session	4 Deadline - 06/12 OBC Mtg (PM - 4:30)	5 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	6 OBC Work Session (All Day 8:30 – 4:00) Deadline - 06/13 FC Mtg (PM – 12 noon)	7 Packet Publish (PM – 3:00): 06/12 OBC Mtg	8
9	10 Packet Publish (PM – 12 noon): 06/13 FC Mtg	11 Joint OBC/OGC - Quarterly (PM – 2:00 – 3:00)	12 OBC Meeting (All Day 8:30 – 4:30)	13 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/19 Nation Building Agenda	14 Packet Publish (AM – 11:00): 06/19 LOC Mtg	15
16	17 Packet Publish (AM) - 06/20 Nation Building	18 Audit Committee (AM 9-11) Deadline - 06/26 OBC Mtg (PM - 4:30)	19 LOC Meeting (AM 9-12)	20 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 02/29 FC Mtg (PM – 12 noon)	21 Packet Publish (PM – 3:00): 06/12 OBC Mtg	22
23	24 Packet Publish (PM – 12 noon): 06/27 FC Mtg IGA Report (PM 1:30 – 3:00)	25 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 07/03 Officers' Mtg	26 OBC Meeting (All Day 8:30 – 4:30)	27 Finance Committee (AM 9-11) Joint OBC/OTEC - Quarterly (PM – 3:00) Deadline - 07/05 Work Session (PM – 12 noon)	28 Packet Publish (AM – 11:00): 07/03 LOC Mtg Packet Publish (PM – 12 noon): 07/03 Officers' Mtg	29

July

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
	1 Packet Publish (PM – 12 noon): 07/05 Work Session	2 Deadline - 07/10 OBC Mtg (PM - 4:30)	3 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	4 Holiday – Independence Day	5 OBC Work Session (All Day 8:30 – 4:00) Deadline - 07/11 FC Mtg (PM – 12 noon) Packet Publish (PM – 3:00): 07/10 OBC Mtg	6
7	8 Packet Publish (PM – 12 noon): 07/11 FC Mtg	9	10 OBC Meeting (All Day 8:30 – 4:30)	11 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00)	12 Packet Publish (AM – 11:00): 07/17 LOC Mtg	13
14	15	16 Audit Committee (AM 9-11) Deadline - 07/24 OBC Mtg (PM - 4:30)	17 LOC Meeting (AM 9-12)	18 Deadline - 07/24 FC Mtg (PM – 12 noon)	19 Packet Publish (PM – 3:00): 07/24 OBC Mtg	20
21	22 Packet Publish (PM – 12 noon): 07/25 FC Mtg IGA Report (PM 1:30 – 3:00)	23 OBC Meeting - Executive Session (All Day 8:30 – 4:30)	24 OBC Meeting (All Day 8:30 – 4:30)	25 Finance Committee (AM 9-11)	26	27
28	29 5 th Week – Do Not Book	30 5 th Week – Do Not Book Deadline - 08/07 Officers' Mtg	31 5 th Week – Do Not Book			

August

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
				1 5 th Week – Do Not Book	2 5 th Week – Do Not Book	3
	4 Packet Publish (PM – 12 noon): 08/08 Work Session	5 Deadline - 08/14 OBC Mtg (PM - 4:30)	6 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	7 OBC Work Session (All Day 8:30 – 4:00) Deadline - 08/15 FC Mtg (PM – 12 noon)	8 Packet Publish (AM – 11:00): 07/03 LOC Mtg Packet Publish (PM – 12 noon): 07/03 Officers' Mtg	9 Packet Publish (PM – 3:00): 08/14 OBC Mtg
10	11 Packet Publish (PM – 12 noon): 07/11 FC Mtg	12 OBC Meeting - Executive Session (All Day 8:30 – 4:30)	13 OBC Meeting (All Day 8:30 – 4:30)	14 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/19 Nation Building Agenda	15 Packet Publish (AM – 11:00): 08/21 LOC Mtg	16 17
18	19 Packet Publish (AM) - 08/22 Nation Building	20 Audit Committee (AM 9-11) Deadline - 08/28 OBC Mtg (PM - 4:30)	21 LOC Meeting (AM 9-12)	22 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 02/29 FC Mtg (PM – 12 noon)	23 Packet Publish (PM – 3:00): 08/28 OBC Mtg	24
25	26 Packet Publish (PM – 12 noon): 07/25 FC Mtg IGA Report (PM 1:30 – 3:00)	27 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 09/04 Officers' Mtg	28 OBC Meeting (All Day 8:30 – 4:30)	29 Finance Committee (AM 9-11) Deadline - 09/05 Work Session (PM – 12 noon)	30 Packet Publish (AM – 11:00): 09/04 LOC Mtg Packet Publish (PM – 12 noon): 09/04 Officers' Mtg	31

September

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Holiday – Labor Day	3 Packet Publish (PM – 12 noon): 09/05 Work Session Deadline - 09/11 OBC Mtg (PM - 4:30)	4 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	5 OBC Work Session (All Day 8:30 – 4:00) Deadline - 09/12 FC Mtg (PM – 12 noon)	6 Packet Publish (PM – 3:00): 09/11 OBC Mtg	7
8	9 Packet Publish (PM – 12 noon): 09/12 FC Mtg	10 Joint OBC/OGC - Quarterly (PM – 2:00 – 3:00) Joint OBC/OLC- Bi-Annual (PM – 3:30–4:30)	11 OBC Meeting (All Day 8:30 – 4:30)	12 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00)	13 Packet Publish (AM – 11:00): 09/18 LOC Mtg	14
15	16	17 Audit Committee (AM 9-11) Deadline - 09/25 OBC Mtg (PM - 4:30)	18 LOC Meeting (AM 9-12)	19 Deadline - 09/26 FC Mtg (PM – 12 noon)	20 Packet Publish (PM – 3:00): 09/25 OBC Mtg	21
22	23 Packet Publish (PM – 12 noon): 09/26 FC Mtg IGA Report (PM)	24 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 10/02 Officers' Mtg	25 OBC Meeting (All Day 8:30 – 4:30)	26 Finance Committee (AM 9-11) Joint OBC/OTEC - Quarterly (PM – 3:00) Deadline - 10/03 Work Session (PM – 12 noon)	27 Packet Publish (AM – 11:00): 10/04 LOC Mtg Packet Publish (PM – 12 noon): 10/02 Officers' Mtg	28
29	30 Packet Publish (PM – 12 noon): 10/03 Work Session					

October

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
		1 Deadline - 10/09 OBC Mtg (PM - 4:30)	2 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	3 OBC Work Session (All Day 8:30 - 4:00) Deadline - 10/12 FC Mtg (PM - 12 noon)	4 Packet Publish (PM - 3:00) : 10/09 OBC Mtg	5
6	7 Packet Publish (PM - 12 noon): 10/10 FC Mtg	8	9 OBC Meeting (All Day 8:30 - 4:30)	10 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 10/17 Nation Building Agenda	11 Packet Publish (AM - 11:00): 10/16 LOC Mtg	12
13	14 Packet Publish (AM) 10/17 Nation Building	15 Audit Committee (AM 9-11) Deadline - 10/23 OBC Mtg (PM - 4:30)	16 LOC Meeting (AM 9-12)	17 Nation Building (All Day 9 - 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 10/24 FC Mtg (PM - 12 noon)	18 Packet Publish (PM - 3:00) - 10/23 OBC Mtg	19
20	21 Packet Publish (PM - 12 noon): 10/24 FC Mtg	22 OBC Meeting - Executive Session (All Day 8:30 - 4:30)	23 OBC Meeting (All Day 8:30 - 4:30)	24 Finance Committee (AM 9-11)	25	26
27	28 5 th Week - Do Not Book	29 5 th Week - Do Not Book Deadline - 11/06 Officers' Mtg	30 5 th Week - Do Not Book	31 5 th Week - Do Not Book Deadline - 11/19 Work Session (PM - 12 noon)		

November

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
					1 5 th Week – Do Not Book Packet Publish (AM – 11:00): 11/06 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 11/06 Officers' Mtg	2
3 Packet Publish (PM – 12 noon): 11/07 Work Session	4	5	6 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	7 OBC Work Session (All Day 8:30 – 4:00) Deadline - 11/14 FC Mtg (PM – 12 noon)	8 Packet Publish (PM – 12 noon): 11/14 FC Mtg Packet Publish (PM – 3:00): 11/13 OBC Mtg	9
10 Holiday – Veterans' Day	11	12 OBC Meeting - Executive Session (All Day 8:30 – 4:30) (Quarterly in Nov., Feb., May & Aug.)	13 OBC Meeting (All Day 8:30 – 4:30)	14 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00)	15 Packet Publish (AM – 11:00): 11/20 LOC Mtg	16
17	18	19 Audit Committee (AM 9-11) Deadline - 11/27 OBC Mtg (PM - 4:30)	20 LOC Meeting (AM 9-12) Deadline - 11/28 FC Mtg (PM – 12 noon)	21	22 Packet Publish (PM – 3:00): 11/27 OBC Mtg Finance Committee (AM 9-11)	23
24 Packet Publish (PM – 12 noon): 11/28 FC Mtg	25 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 12/04 Officers' Mtg	26 OBC Meeting (All Day 8:30 – 4:30) Deadline - 12/05 Work Session (PM – 12 noon)	27	28 Holiday – Thanksgiving	29 Holiday – Indian Day	30

December

2024

Sunday	Monday	Tuesday	Wednesday	Thursday	Friday	Saturday
1	2 Packet Publish (AM – 11:00): 12/04 LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 12/04 Officers' Mtg Packet Publish (PM – 12 noon): 12/17 Work Session	3 Deadline - 12/11 OBC Mtg (PM - 4:30)	4 LOC Meeting (AM 9-12) Officers' Meeting (AM 9-12) LOC Work Meeting (PM 1:30-3:30)	5 OBC Work Session (All Day 8:30 – 4:00) Deadline - 12/14 FC Mtg (PM – 12 noon)	6 Packet Publish (PM – 3:00): 12/11 OBC Mtg	7
8 Packet Publish (PM – 12 noon): 12/12 FC Mtg	9	10 Joint OBC/OGC - Quarterly (PM – 2:00 – 3:00)	11 OBC Meeting (All Day 8:30 – 4:30)	12 Finance Committee (AM 9-11) Operational Roundtable (PM 1:30-3:00) Deadline - 12/19 Nation Building Agenda	13 Packet Publish (AM – 11:00): 12/18 LOC Mtg	14
15 Packet Publish (AM) - 12/19 Nation Building	16	17 Audit Committee (AM 9-11) Deadline - 12/25 OBC Mtg (PM - 4:30)	18 LOC Meeting (AM 9-12)	19 Nation Building (All Day 9 – 4) (Bi-Monthly: Oct, Dec, Feb, April, June, Aug.) Deadline - 12/26 FC Mtg (PM – 12 noon)	20 Packet Publish (PM – 3:00): 12/25 OBC Mtg	21
22 Packet Publish (PM – 12 noon): 12/26 FC Mtg	23	24 OBC Meeting - Executive Session (All Day 8:30 – 4:30) Deadline - 01/XX Officers' Mtg	25 OBC Meeting (All Day 8:30 – 4:30)	26 Finance Committee (AM 9-11) Joint OBC/OTEC - Quarterly (PM – 3:00)	27 Packet Publish (AM – 11:00): 01/XX LOC Mtg & LOC Work Packet Publish (PM – 12 noon): 01/XX Officers' Mtg	28
29	30	31				

Tribally Chartered Entities 2024 Reporting Schedule

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

Open Session

FY-24 Q1 Report (Oct '23-Dec '23)		FY-24 Q2 Report (Jan '24-Mar '24)		FY-24 Q3 Report (Apr '24-Jun '24)		FY-24 Q4 Report (Jul '24-Sep '24)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Feb 20	Feb 28	May 14	May 22	Aug 20	Aug 28	Nov 19	Nov 27
Entity Name						Tentative Time	
Bay Bancorporation, Inc.						11:30 a.m. ¹	
Oneida ESC Group, LLC.							
Oneida Airport Hotel Corporation							
Oneida Golf Enterprise							
Oneida Youth Leadership Institute							

Executive Session

FY-24 Q1 Report (Oct '23-Dec '23)		FY-24 Q2 Report (Jan '24-Mar '24)		FY-24 Q3 Report (Apr '24-Jun '24)		FY-24 Q4 Report (Jul '24-Sep '24)	
Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date
Feb 20	Feb 27	May 14	May 21	Aug 20	Aug 27	Nov 19	Nov 26
Entity Name						Tentative Time	
Bay Bancorporation, Inc.						1:30 p.m.	
Oneida ESC Group, LLC						2:00 p.m.	
Oneida Airport Hotel Corporation						2:30 p.m.	
Oneida Golf Enterprise						3:00 p.m.	
Oneida Youth Leadership Institute						3:30 p.m.	

¹ Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

OBC Direct Reports 2024 Reporting Schedule

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

Open Session

FY-24 Q1 Report (Oct '23-Dec '23)		FY-24 Q2 Report (Jan '24-Mar '24)		FY-24 Q3 Report (Apr '24-Jun '24)		FY-24 Q4 Report (Jul '24-Sep '24)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Feb 6	Feb 14	April 30	May 8	Aug 6	Aug 14	Nov 5	Nov 13
OBC Direct Report						Tentative Time¹	
Emergency Management						10:00 a.m.	

Executive Session

FY-24 Q1 Report (Oct '23-Dec '23)		FY-24 Q2 Report (Jan '24-Mar '24)		FY-24 Q3 Report (Apr '24-Jun '24)		FY-24 Q4 Report (Jul '24-Sep '24)	
Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date	Submission Deadline	OBC Exec. Sess. Date
Feb 6	Feb 13	April 30	May 7	Aug 6	Aug 13	Nov 5	Nov 12
OBC Direct Report						Tentative Time	
Gaming						8:30 a.m.	
Retail Enterprise						9:00 a.m.	
Human Resources						9:30 a.m.	
Internal Security						10:00 a.m.	

Executive Session

<i>Reporting at regular OBC meetings in Executive Session</i>	
Direct Report Area	Frequency
Chief Counsel	Every meeting
General Manager	Every meeting
Intergovernmental Affairs and Communications	2 nd regular mtg. each month
Chief Financial Officer	2 nd regular mtg. even months ²

¹ Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

² February, April, June, August, October, December

General Manager – Operational Reports 2024 Reporting Schedule – Open Session

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

FY-24 Q1 Report (Oct '22-Dec '22)		FY-24 Q2 Report (Jan '24-Mar '24)		FY-24 Q3 Report (Apr '24-Jun '24)		FY-24 Q4 Report (Jul '24-Sep '24)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Jan 16	Jan 24	April 16	April 24	Jul 16	Jul 24	Oct 15	Oct 23
Division/Department						Tentative Time ¹	
Big Bear Media						10:00 a.m.	
Comprehensive Health							
Comprehensive Housing							
Digital Technology Services							
Education & Training							
Environmental, Health, Safety, Land & Agriculture							
Governmental Services							
Grants							
Public Works							
Tribal Action Plan							

¹ Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

BCC's and OBC Standing Committees 2024 Reporting Schedule

*(Please note: Times are **tentative** and subject to change. Check the OBC agenda for latest update.)*

FY-24 Q1 Report (Oct '23-Dec '23)		FY-24 Q2 Report (Jan '24-Mar '24)		FY-24 Q3 Report (Apr '24-Jun '24)		FY-24 Q4 Report (Jul '24-Sep '24)	
Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date	Submission Deadline	OBC Meeting Date
Feb 6	Feb 14	April 30	May 8	Aug 6	Aug 14	Nov 5	Nov 13
Entity Name							Tentative Time ¹
Anna John Resident Centered Care Community Board							10:00 a.m.
Oneida Community Library Board							
Oneida Environmental Resource Board							
Oneida Nation Arts Board							
Oneida Nation Veterans Affairs Committee							
Oneida Personnel Commission							
Oneida Police Commission							
Pardon & Forgiveness Screening Committee							
Southeastern Oneida Tribal Services Advisory Board							
Oneida Election Board							10:30 a.m.
Oneida Gaming Commission							
Oneida Land Claims Commission							
Oneida Land Commission							
Oneida Nation Commission on Aging							
Oneida Nation School Board							
Oneida Trust Enrollment Committee							On Call
Finance Committee							
Legislative Operating Committee							
Audit Committee ²							

¹ Per BC resolution 12-22-21-A, responsible parties shall be available should questions be presented via on-line resources and shall not be required to present in-person.

² Audit Committee's report is submitted to Executive Session

Approve the job descriptions for job # 03104, 03113, 03340, 03341, 03342

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Complete requested approvals

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other: OBC Political Appointments

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

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 checked="" type="checkbox"/> Other: <i>Describe</i> | |

8. Submission:

Authorized Sponsor: Tehassi Hill, Chairman

Primary Requestor: Kristine Hill



Memorandum

TO: Oneida Business Committee

FROM: Kristine Hill, Operations Manager

DATE: 8/17/2023

RE: Additional approval needed

Summary:

On 8/2 the Business Committee approved the Political Appointment staffing levels and Resolution to amend labor allocation levels. The request also included the motion to approve the attached job descriptions, which was inadvertently missed in the approvals.

Attached is the prior request for approval along with clean copies of each job description.

Requested Action:

Approve the 5 job descriptions as listed and attached:

- #03104- Project Coordinator
- #03113- Executive Assistant
- #03340- Administrative Assistant
- #03341- Government Relations Specialist
- #03342- Legislative Assistant

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: Project Coordinator
POSITION NUMBER: 03104
DEPARTMENT: Oneida Business Committee (OBC)
LOCATION: Norbert Hill Center
DIVISION: Non-Divisional
RESPONSIBLE TO: Oneida Business Committee Member
SALARY: Grade 12- \$43,514/Annually (NEGOTIABLE)
(Employees will receive 5% below the negotiated pay rate during their probationary status.)
CLASSIFICATION: Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date: To be Determined

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 Project Coordinator assists the elected official in coordinating and facilitating project activities. Supports the development of project plans, tracks project milestones, and maintains project documentation. Provides administrative functions to the OBC member. This position is coterminous with the elected Business Committee positions. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

Project Coordination

1. Assist in developing project plans, including defining project goals, objectives, deliverables, and timelines.
2. Coordinate project activities and tasks, ensuring that they are executed according to the project plan and within established deadlines.
3. Assist in the facilitation and/or creation of charters and plans with identified planning/project team members
4. Assists with tasks pertaining to successful project implementation, execution, completion, and closure.
5. Coordinate several aspects of multiple projects in a fast-paced environment.
6. Maintain project documentation and ensure that project files are organized and up to date.
7. Meetings and documentation: Schedule and organize project meetings, prepare meeting agendas, take meeting minutes, and distribute them to stakeholders.
8. Reporting: Prepare project status reports, progress summaries, and other project-related documentation as required by the project manager or stakeholders.
9. Summarize project accomplishments, challenges, and next steps.
10. Utilize spreadsheets and Gantt charts to track projects, dates, and other pertinent information.
11. Assist in identifying and allocating project resources, including personnel, equipment, and budget. Monitor resource utilization and ensure that resources are effectively utilized to achieve project goals.
12. Participate in project reviews and closure. Document and share best practices, lessons learned, and recommendations for future projects.
13. Manage changes to project scope, schedule, and requirements. Assist in assessing the impact of changes and facilitate change processes.

Collaboration and Teamwork

14. Collaborate with project team members, stakeholders, and external partners to foster effective teamwork and coordination. Support a positive and productive project work environment.

JOB DESCRIPTION
Project Coordinator
Page 2

DUTIES AND RESPONSIBILITIES: (Cont.)

15. Identifies areas or individuals to participate on project teams.
16. Meetings and documentation: Schedule and organize project meetings, prepare meeting agendas, take meeting minutes, and distribute them to stakeholders. Maintain project documentation and ensure that project files are organized and up to date.
17. Serve as a primary point of contact for project-related inquiries from stakeholders. Communicate goals, objectives, policies, and procedures in accordance with charters, plans and needs of the OBC.
18. Facilitate effective communication and information sharing among project stakeholders.

Administrative Functions

19. Provide professional executive or administrative functions and support such as calendar updates, scheduling meetings, coordinating/reconciling travel and writing reports.
20. Review and analyze files, documents, and other printed material to ensure the completeness and accuracy of documents.
21. Maintain professional and technical knowledge by conducting research, attending seminars, educational workshops, classes, and conferences; establishing networks; confer with representatives of contracted agencies and related organizations.
22. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
23. 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; reach with hands and arms. Occasionally stand; climb or balance; stoop, kneel, crouch, or crawl; lift and/or move up to twenty-five (25) pounds with assistance.
2. Generally, work performed in an office setting with a moderate noise level.
3. 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. Knowledge of applicable federal, state, county, Tribal and local laws.
2. Knowledge of Oneida Nation organization, functions, objectives, policies, and procedures.
3. Skill in operating various work processing, spreadsheets, project management and database software programs in a Windows environment.
4. Ability to exercise independent judgment and enact decision making skills.
5. Ability to work both independently and collaboratively as part of a legislative team.
6. Ability to analyze situations and adopt appropriate courses of action.
7. Ability to handle sensitive information with tact and discretion.
8. Ability to establish and maintain good working relationships with the individuals of varying social and cultural backgrounds.
9. Strong organizational and time management abilities to handle multiple tasks and meet deadlines.
10. Must possess effective communication and interpersonal skills to interact with legislators, staff, and stakeholders.
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 Nation's 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 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 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.

JOB DESCRIPTION
Project Coordinator
Page 3

PREFERRED QUALIFICATIONS:

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

1. Project Management Certification.
2. Experience working in Tribal Government.
3. Knowledge of tribal governance, sovereignty, and federal Indian policy is preferred.

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. Associate degree in relevant or related field.
3. Two (2) years of documented successful experience in leading, developing, managing, and participating on projects using principles of project management.
4. Experience with administrative tasks and software tools 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.**

Public Packet

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: Executive Assistant
POSITION NUMBER: 03113
DEPARTMENT: Business Committee
LOCATION: N7210 Seminary Rd, Oneida WI
DIVISION: Non-Divisional
RESPONSIBLE TO: Oneida Business Committee (OBC)
SALARY: Grade 16 \$50,398/Annually (NEGOTIABLE)
CLASSIFICATION: Exempt
POSTING DATE:
CLOSING DATE:
Transfer Deadline:
Proposed Start Date: To Be Determined

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

This position is coterminous with the elected Business Committee positions. Provide professional high-level administrative support to Oneida Business Committee (OBC) member, coordinate, and prepare for meetings, manage executive's schedule, prepare reports, liaise with stakeholders. Work with all levels of the Nation's organization to respond to inquiries and communications on behalf of the OBC member and provide direction to internal and external customers on a daily basis. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Maintain Business Committee's calendar in coordination with Business Committee master calendar.
2. Schedule and brief Business Committee for all meetings, appointments, and interviews.
3. Develop Office Strategic Plan, strategies, goals, objectives, and budgets in accordance with applicable laws, rules and regulations and the needs of the elected office.
4. Assist in the planning, development, and implementation of policies of the Oneida Nation Government
5. Develop, implement, and monitor the OBC's Standard Operating Procedures to ensure relevance and compliance.
6. Establish timely monitoring and tracking systems of directives/notifications assignments, and inform proper tribal entities of directives, as assigned.
7. Review reports, surveys, studies, and miscellaneous information to keep the OBC Member informed of significant findings and actions required.
8. Conserve OBC Member's time by reading, researching, and routing correspondence; drafting letters and documents; collecting and analyzing information; initiating telecommunications.
9. Review, and develop drafts of correspondence, news articles, policy statements, position papers, and other official documents for decisions and further action by the OBC Member.
10. Coordinate and manage special projects or task forces according to stated goals, objectives, and timelines to bring resolutions and solutions to assigned projects, as assigned.

Administrative Functions

11. Develop, implement, and manage general administrative office support systems.
12. Provide professional executive or administrative functions and support such as calendar updates, scheduling meetings, coordinating/reconciling travel and writing reports.
13. Establishes and maintains an effective filing and retrieval system of OBC Members policies, documentation, and decisions.

JOB DESCRIPTION**Executive Assistant****Page 2****Administrative Functions- Cont.**

14. Review and analyze files, documents, and other printed material to ensure the completeness and accuracy of documents.
15. Facilitate and/or direct Oneida customer requests to appropriate tribal department within the organizational structure
16. Maintain active communications with all tribal entities as directed.
17. Prepare correspondence, reports, minutes, agendas, memos, forms, directories, and other documents and communication from drafts, recordings, or verbal instruction.
18. Maintain professional and technical knowledge by conducting research, attending seminars, educational workshops, classes, and conferences; review professional publications; establish networks; participate in professional societies; confer with representatives of contracting agencies and related organizations, based upon available funding.
19. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
20. 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 sit, walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.
2. Occasionally is required to stand; and stoop, kneel, crouch, or crawl; lift and/or move up to twenty-five (25) pounds.
3. Work is generally performed in an office setting with a moderate noise level.
4. Incumbent is required to work nights and weekends and may require to be on call seven days a week. Travel may be required, meetings, conferences presentations and other events.
5. A Tuberculosis (TB) Screening and/or 2 step TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Knowledge of the functions and structure of the Oneida Nation.
2. Knowledge of tribal governance, sovereignty, and federal Indian policy is highly desirable.
3. Knowledge of records management and basic accounting procedures.
4. Proficient in administrative tasks, software, and processes.
5. Proficient communication and interpersonal skills to interact with legislators, staff, and stakeholders.
6. Skill in preparing, reviewing, and analyzing operational and financial reports.
7. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
8. Skill in analyzing problems, projecting consequences, identifying solutions, and implementing recommendations.
9. Skill in budget preparation and administration.
10. Skill in preparing, reviewing, and analyzing operational and financial reports.
11. Ability to interpret applicable federal, state, county and local laws, regulations, and requirements.
12. Ability to exercise independent judgment and enact decision making skills.
13. Ability to interact and maintain good working relationships with co-workers and individuals of varying social and cultural backgrounds.
14. Ability to represent the executive and department in a professional manner, building respect and confidence.
15. Ability to listen to the concerns of employees and the public and provide feedback on sensitive, confidential issues.
16. Ability to work efficiently under stressful conditions. Strong organizational and time management abilities to handle multiple tasks and meet deadlines.
17. Ability to create and present effective speeches and presentations.
18. Ability to analyze situations and adopt appropriate courses of action.
19. Ability to follow oral and written instruction.
20. Ability to work independently and collaboratively as part of a legislative team.
21. Ability to define problems, collect data, establish facts, and draw valid conclusions.
22. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
23. Must be willing and able to obtain additional education and training.
24. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
25. Must pass a background security check with the Oneida Nation 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 Gaming Division.

JOB DESCRIPTION
Executive Assistant
Page 3

STANDARD QUALIFICATIONS: (Cont.)

26. A valid driver's license or occupational driver's license, reliable transportation, and insurance are 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. Bachelor's Degree.
2. Experience working in a tribal government or with indigenous communities.

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. Bachelors Degree
3. Five years executive level support experience

ITEMS TO BE SUBMITTED:

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

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
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Oneida, WI 54155-0365

APPLY ONLINE AT:

<http://oneida-nsn.gov>

Phone: (920) 496-7900

Fax: (920) 496-7490

POSITION TITLE: Administrative Assistant
POSITION NUMBER: 03340
DEPARTMENT: Oneida Business Committee (OBC)
LOCATION: N7210 Seminary Road, Oneida 54155
DIVISION: Non-Divisional
RESPONSIBLE TO: Oneida Business Committee Member
SALARY: Grade 5 \$16.88/Hr. (NEGOTIABLE)
CLASSIFICATION: Non-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

This position will perform a variety of administrative and staff support duties which requires exceptional customer service and a range of skills and knowledge of organizational policies and procedures. Assist and direct visitors; resolve administrative problems and inquiries; research operational issues, perform data entry; compose, edit, and proofread correspondence, presentations and reports; maintain department or staff calendars, track OBC members budget, take meeting minutes and prepare a range of administrative documents. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

1. Answer incoming telephone calls; determine purpose of calls, and forward calls to appropriate personnel or department, ensuring professional telephone etiquette.
2. Screen incoming calls and correspondence; exercise judgment and respond accordingly; receive, sort, log, and route mail, e-mail and in person communication.
3. Welcome visitors, determine nature of business, and announce visitors to appropriate personnel, maintaining professional and courteous demeanor.
4. Arrange travel, prepare, and submit travel-related documents, reconciliations, and maintain travel information as necessary.
5. Prepare correspondence, reports, minutes, agendas, memos, forms, directories, email, resolutions, ordinances, and other documents and communications from drafts, recordings, or verbal instruction as requested.
6. Review and edit all correspondence and documents for correct grammar, punctuation, and spelling.
7. Create and develop effective presentations as requested.
8. Research legislative topics and prepare information as requested.
9. Schedule OBC member events and activities; manage departmental calendar.
10. Attend meetings and take minutes as requested.
11. Conduct research to resolve operational questions or issues; make recommendations to enhance the efficiency of administrative operations.
12. Establish and maintain an effective filing and retrieval system.
13. Maintain and operate office machines, equipment, and computers.
14. Photocopy, collate, distribute, and file documents.
15. Contribute to a team effort and accomplish related results as required.
16. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.

JOB DESCRIPTION**Administrative Assistant****Page 2****DUTIES AND RESPONSIBILITIES: (Cont.)**

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.

PHYSICAL REQUIREMENTS/WORK ENVIRONMENT:

1. Frequently walk, sit; reach with hands and arms. Occasionally stand, 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 a 2 step TB Skin Test is required within thirty (30) days of employment.

STANDARD QUALIFICATIONS:

1. Knowledge of business English, proper spelling, grammar, punctuation, and basic math.
2. Knowledge of records management and basic accounting procedures.
3. Skill in organizing, attention to detail, time management and planning.
4. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
5. Ability to communicate effectively in the English language both verbally and in writing.
6. Ability to establish and maintain professional relationships with individuals of varying social and cultural backgrounds and with co-workers at all levels.
7. Ability to represent the organization in a professional manner, building respect and confidence.
8. Ability to write clear and concise reports, memoranda, directives, and letters.
9. Ability to handle multiple tasks and meet deadlines.
10. Ability to work independently with minimal supervision.
11. Ability to continually seek improvement in results.
12. Excellent customer service skills.
13. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
14. Must be willing and able to obtain additional education and training.
15. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
16. 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.

PREFERRED QUALIFICATIONS:

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

1. Associate Degree.
2. Two (2) years of administrative 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 Nation.**
2. High School Diploma, HSED Diploma or GED Certification; applicants age fifty (50) and older are exempt from this requirement.
3. One (1) year administrative experience; and/or an equivalent combination of education and experience may be considered.

ITEMS TO BE SUBMITTED:

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

APPLY IN PERSON AT:

Human Resources Department
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Green Bay, WI 54303



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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: Government Relations Specialist
POSITION NUMBER: 03341
DEPARTMENT: Business Committee
LOCATION: N7210 Seminary Road, Oneida WI
DIVISION: Non-Divisional
RESPONSIBLE TO: Oneida Business Committee Member
SALARY: Grade 16- \$24.23/hr. (NEGOTIABLE)
(Employees will receive 5% below the negotiated pay rate during their probationary status.)
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

This position is coterminous with the elected Business Committee positions. The Government Relations Specialist initiates, prepares, interprets, reviews and monitors legislation and administrative regulations affecting the Oneida Nation. Responsible for developing and implementing strategies to advocate for the organization's interests and build positive relationships with government entities. Monitor legislative and regulatory developments, engage with policymakers, and influence public policy decisions. Incumbent will perform legislative and consultative work for the OBC Member and serve as a liaison between the OBC Member and all Nation stakeholders. Provides professional administrative functions for the OBC member. Continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

Legislative

1. Monitor and analyze legislative and regulatory proposals to assess their potential impact on the organization. Provide recommendations and guidance to internal stakeholders.
2. Engage with legislators, policymakers, and government officials to advocate for the organization's interests. Present the organization's viewpoints, provide information, and influence decision-making processes.
3. Develop and execute strategic plans to influence legislation and regulatory decisions in alignment with the organization's goals. Identify opportunities for engagement, mobilize support, and provide input on proposed bills or regulations.
4. Track legislative activities, committee hearings, and relevant policy developments. Provide regular updates and reports to internal stakeholders on the implications for the organization.
5. Schedule and brief OBC Member for all meetings, appointments, and interviews.
6. Assist in the planning, development, and implementation of policies of the Oneida Nation Government.
7. Support project meetings by developing needed documents, i.e., agenda, action item log, etc. Track and follow up on issues with team members for resolution.

Advocacy

8. Engage with legislators, policymakers, and government officials to advocate for the organization's interests. Present the organization's viewpoints, provide information, and influence decision-making processes.

JOB DESCRIPTION
Government Relations Specialist
Page 2

DUTIES AND RESPONSIBILITIES: Advocacy- (Cont.)

9. Collaborate with communications and public affairs teams to effectively communicate the organization's positions, policy priorities, and accomplishments to external audiences.
10. Cultivate and maintain relationships with key government officials, agencies, and stakeholders. Attend meetings, events, and conferences to establish rapport and foster collaboration.
11. May act as point of contact on behalf of the OBC Member to work with various internal organizational units and external agencies/customers to accomplish goals.
12. Facilitate communications among internal team members, which can include updating team groups, SharePoint, or other project resources/tools.
13. Support senior management and executive decision-making processes by providing well-prepared and comprehensive materials that reflect the organization's desired results.
14. Support in the development of deliverables for senior management/executive-level review to include:
 - a. Assist in the preparation of reports, presentations, and other deliverables for senior management or executive-level review.
 - b. Collaborate with internal teams and external collaborators to gather input and incorporate their perspectives into the final deliverables.
 - c. Work closely with colleagues and stakeholders to ensure that deliverables accurately represent the organization's objectives and effectively convey key messages to senior management or executives.
 - d. Synthesize information and coordinate input from various sources to ensure quality of the deliverables.

Office and Administrative

15. Develop Office Strategic Plan, strategies, goals, objectives, and budgets in accordance with applicable laws, rules and regulations and the needs of the elected office.
16. Provide professional executive or administrative functions and support such as calendar updates, scheduling meetings, coordinating/reconciling travel and writing reports.
17. Handle and/or support ad-hoc assignments.
18. Review and analyze files, documents, and other printed material to ensure the completeness and accuracy of documents.
19. Facilitate and/or direct Oneida customer requests to appropriate tribal department within the organizational structure.
20. Maintain active communications with all tribal entities as directed.
21. Maintain professional and technical knowledge by conducting research, attending seminars, educational workshops, classes, and conferences; review professional publications; establish networks; participate in professional societies; confer with representatives of contracting agencies and related organizations, based upon available funding
22. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
23. 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 sit, walk; use hands to finger, handle, or feel; reach with hands and arms; and talk or hear.
2. Occasionally is required to stand; and stoop, kneel, crouch, or crawl; lift and/or move up to twenty-five (25) pounds.
3. Work is generally performed in an office setting with a moderate noise level.
4. Incumbent is required to work nights and weekends and may require to be on call seven days a week. Travel may be required, meetings, conferences presentations and other events.
5. A 2 step 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 the functions and structure of the Oneida Nation.
2. Knowledge of tribal governance, sovereignty, and federal Indian policy.
3. Understanding of political dynamics, government relations strategies, and the ability to navigate political environments.
4. Thorough understanding of government structures, legislative processes, and policy development.
5. Familiarity with relevant laws, regulations, and industry-specific issues.

JOB DESCRIPTION
Government Relations Specialist
Page 3

STANDARD QUALIFICATIONS: (Cont.)

6. Critical thinking skills to analyze policy proposals, assess their impact, and provide recommendations.
7. Ability to understand and interpret complex legislation and regulations.
8. Ability to thrive in a fast-paced, collaborative environment.
9. Experience with a public affairs team or elected office.
10. Proficient in administrative tasks, software, and processes.
11. Proficient communication and interpersonal skills to interact with legislators, staff, and stakeholders.
12. Skill in analyzing problems, projecting consequences, identifying solutions, and implementing recommendations.
13. Skill in preparing, reviewing, and analyzing operational reports.
14. Ability to interpret applicable federal, state, county and local laws, regulations, and requirements.
15. Ability to exercise independent judgment and enact decision making skills.
16. Ability to interact and maintain good working relationships with co-workers and individuals of varying social and cultural backgrounds.
17. Ability to represent the executive and Oneida Nation Government in a professional manner, building respect and confidence.
18. Ability to listen to the concerns of employees and the public and provide feedback on sensitive, confidential issues.
19. Ability to work efficiently under stressful conditions.
20. Strong organizational and time management abilities to handle multiple tasks and meet deadlines.
21. Ability to create and present effective speeches and presentations.
22. Ability to analyze situations and adopt appropriate courses of action.
23. Ability to follow oral and written instruction.
24. Ability to work independently and collaboratively as part of a legislative team.
25. Ability to define problems, collect data, establish facts, and draw valid conclusions.
26. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
27. Must be willing and able to obtain additional education and training.
28. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
29. 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.
30. A valid driver's license or occupational driver's license, reliable transportation, and insurance are 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. Master's degree. Preferred fields- political science, public administration/policy, law, business administration, communication, project management or related field.

MINIMUM QUALIFICATIONS:

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

1. Bachelor's Degree. Preferred fields in political science, public administration/policy, law or related.
2. Two (2) years experience working with government entities with a strong understanding of the legislative process.
3. Two (2) years experience supporting executive level leaders to include executive level project management.

ITEMS TO BE SUBMITTED:

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

APPLY IN PERSON AT:

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Oneida, WI 54155-0365

APPLY ONLINE AT:

<http://oneida-nsn.gov>

Phone: (920) 496-7900

Fax: (920) 496-7490

POSITION TITLE: Legislative Assistant
POSITION NUMBER: 03342
DEPARTMENT: Oneida Business Committee
LOCATION: N7210 Seminary Road, Oneida WI
DIVISION: Non-Divisional
RESPONSIBLE TO: Oneida Business Committee
SALARY: Grade 16- \$50,398/Annually (NEGOTIABLE)
(Employees will receive 5% below the negotiated pay rate during their probationary status.)
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

This position is coterminous with the elected Business Committee positions. This position will work closely with Oneida Business Committee member, supporting their legislative and policymaking activities. This position involves conducting research on legislative issues, drafting legislation or policy proposals, organizing, and analyzing data, and preparing briefings or reports for Council member. Assist in scheduling and coordinating committee meetings, community meetings and public hearings. Required to be involved in tracking legislation, managing constituent inquiries, and providing administrative support to legislators as needed. This is a politically appointed position and continuation of this position is contingent upon funding allocations.

DUTIES AND RESPONSIBILITIES:

Legislative Support & Research

1. Conducting research on legislative issues, tribal laws, policies, and regulations to provide legislators with relevant information and analysis.
2. Gathering data, reviewing legal documents, and staying updated on legislative developments.
3. Assist in the drafting and preparation of legislation, resolutions, ordinances, and other policy documents.
4. Work closely with elected official and other legislators to translate their ideas and objectives into legal language and format.
5. Analyze legislation to include summarizing the legislative intent, outlining background information, identify major issues to include the pros and cons, and identifying legal issues, impacts and risks.
6. Work with law drafters to advise and recommend modifications to legislative proposals, which includes ensuring documents are in proper form, readable in terms of organization, flow in language use and compliant with Tribal law and practices regarding formatting.
7. Monitoring and tracking the progress of legislation within the tribal legislative body. This includes keeping records of statuses, amendments, and votes, as well as providing updates and summaries to legislators.
8. Conduct and coordinate all preliminary research into a variety of tribal legislation, policies, regulations, resolutions, and other legal documentation as requested.
9. Assist with maintaining and providing reports for the status of proposed legislation that are in various stages of the lawmaking process.

JOB DESCRIPTION
Legislative Assistant
Page 2

DUTIES AND RESPONSIBILITIES: (Cont.)

10. Attend staff, local, state, and national meetings and/or political conferences with or on behalf of the OBC Member as directed and prepare written reports of activities as needed/requested.
11. Provide executive support to include the drafting and review of tribal policy and procedures, speeches, testimonies or other statements and reports.

Administrative Support

12. Provide professional executive or administrative functions and support to OBC member such as; calendar updates, scheduling meetings, coordinating/reconciling travel and writing reports.
13. Review and analyze files, documents, and other printed material to ensure the completeness and accuracy of documents.

Constituent Relations

14. Managing constituent inquiries, requests, and concerns. This involves responding to constituent inquiries and providing information on legislative matters, policies, and procedures, as directed or needed.
15. Create and maintain a database of constituent contacts and organize constituent outreach events upon direction.
16. Coordinate and conduct special research projects and special reports on topics of legislative interest.

Collaborative Efforts

17. Collaborating with other legislative staff, government agencies, tribal departments, and external partners to facilitate the legislative process, promote teamwork, and achieve legislative goals.
18. Work with Legislative Operating Committee (LOC) members and LRO staff to proofread, draft laws, policies, and correspondence.
19. Analyze and report, explaining the intent of proposed legislation and results of analysis as requested.
20. Maintain professional and technical knowledge by conducting research, attending seminars, educational workshops, classes, and conferences; reviewing professional publications; establishing networks; participating in professional societies; conferring with representatives of contracting agencies and related organizations.
21. Adhere to all Tribal Personnel Policies and Procedures, Tribal Standard Operating Procedures, and Area and Program Strategic Plans and Policies.
22. 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. 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. A Tuberculosis (TB) Screening and/or 2 step TB Skin Test is required within thirty (30) days of employment and annually thereafter as required.

STANDARD QUALIFICATIONS:

1. Knowledge of Legislative Processes. Familiarity with legislative procedures, including the legislative process, committee structures, and the development of laws and policies.
2. Strong research abilities to gather and analyze information on legislative issues, tribal laws, regulations, and relevant policy areas.
3. Excellent written and verbal communication skills to draft legislation, prepare reports, and effectively communicate with legislators, staff, constituents, and stakeholders.
4. Basic knowledge of legal concepts and the ability to interpret and analyze legal documents, statutes, and regulations.
5. Critical thinking skills to assess complex problems, evaluate policy implications, and provide recommendations to legislators.
6. Strong attention to detail to ensure accuracy in drafting legislation, reviewing documents, and maintaining legislative records.
7. Understanding of tribal politics, government structure, and the ability to navigate and work effectively in a political environment.
8. Strong organizational skills to handle multiple tasks, manage priorities, meet deadlines, and coordinate committee meetings and legislative calendars.
9. Ability to work collaboratively with legislators, legislative staff, government agencies, tribal departments, and external partners to achieve legislative goals.

JOB DESCRIPTION
Legislative Assistant
Page 3

STANDARD QUALIFICATIONS: (Cont.)

10. Ability to maintain high ethical standards, confidentiality, and professionalism while working in a legislative setting and handling sensitive information.
11. Skill in operating various word-processing, spreadsheets, and database software programs in a Windows environment.
12. Ability to exercise initiative and independent judgment.
13. Ability to demonstrate a high level of sensitivity to community issues and concerns.
14. Ability to establish and maintain good working relationships with the individuals of varying social and cultural backgrounds.
15. Ability to effectively utilize the talents, knowledge and expertise of Tribal staff and other agencies.
16. Must have excellent research and analytical skills. Working knowledge of research methods, lawmaking and rulemaking system
17. Must adhere to strict confidentiality in all matters. **(Must sign a confidentiality statement prior to employment.)**
18. Must be willing and able to obtain additional education and training.
19. Must pass a pre-employment drug screening. Must adhere to the Nation's Drug and Alcohol-Free Workplace Policy during the course of employment.
20. 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.
21. A valid driver's license or occupational driver's license, reliable transportation, and insurance are 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 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. Master's Degree in Political Science or related field.
2. Knowledge of the Oneida Community, its history and culture.
3. Knowledge of tribal governance, sovereignty, and federal Indian policy is highly desirable.
4. Experience working in a tribal government or with Indigenous communities preferred.

MINIMUM QUALIFICATIONS:

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

1. Bachelor's Degree. Preferred fields: Political Science, Business Administration, Public Administration, Legal Studies
2. One (1) year work experience in research to include analysis and development; and/or an equivalent combination of education and experience may be considered.

ITEMS TO BE SUBMITTED:

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

Post one (1) vacancy - Oneida Gaming Commission

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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: _____

Additional Requestor: (Name, Title/Entity)


Additional Requestor: (Name, Title/Entity)

Submitted By: BDOXTAT1



Memorandum

TO: Oneida Business Committee

FROM: Brooke Doxtator, BCC Supervisor 

DATE: August 9, 2023

RE: Post one (1) vacancy – Oneida Gaming Commission

Background

There is a vacancy on the Oneida Gaming Commission that needs to be posted. The vacancy is due to the resignation of Jonas Hill which goes into effect on August 18, 2023. The vacancy is for term ending July 31, 2024.

According to the Oneida Gaming Commission bylaws section 1-5.c.2.

“Unexpired Terms. Vacancies in unexpired terms of office, however caused, shall be filled by appointment by the Oneida Business Committee of a person, who qualifies under ONGO and these bylaws, in accordance with the Boards, Committees and Commissions law for the remainder of the unexpired term.”

Action requested:

Post one (1) vacancy for the Oneida Gaming Commission.

Enter the e-poll results into the record regarding granted express permission to Finance Administration to

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input checked="" type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

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

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

From: [Secretary](#)
To: [Secretary](#); [Tehassi Tasi Hill](#); [Brandon L. Yellowbird-Stevens](#); [Lisa A. Liggins](#); [Daniel P. Guzman](#); [David P. Jordan](#); [Kirby W. Metoxen](#); [Jennifer A. Webster](#)
Cc: [Danelle A. Wilson](#); [Rhiannon R. Metoxen](#); [Kristal E. Hill](#); [BC Agenda Requests](#)
Subject: E-POLL RESULTS: Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law
Date: Tuesday, August 15, 2023 8:23:19 AM
Attachments: [BCAR Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4\(2\) of the Budget and Finances law.pdf](#)

E-POLL RESULTS

The e-poll to grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law, **has carried**. Below are the results:

Support: David P. Jordan, Lisa Liggins, Kirby Metoxen, Brandon Stevens, Jennifer Webster

Aliskwet Ellis
Senior Information Management Specialist
Government Administrative Office

From: Secretary <TribalSecretary@oneidanation.org>
Sent: Thursday, August 10, 2023 11:15:41 AM
To: Tehassi Tasi Hill <thill7@oneidanation.org>; Brandon L. Yellowbird-Stevens <bstevens@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Kirby W. Metoxen <KMETOX@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>; Daniel P. Guzman <dguzman@oneidanation.org>
Cc: Danelle A. Wilson <dwilson1@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Kristal E. Hill <khill@oneidanation.org>
Subject: E-POLL REQUEST: Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law

E-POLL REQUEST

Summary:

On August 9, 2023, Finance Administration provided the draft FY-2024 budget packet and notice that the Trust Enrollment fund unit did not enter a budget. John Danforth, Trust Enrollment Interim Director, and Jennifer Hill-Kelley, Oneida Trust Enrollment Committee Chair, were notified to submit the fund unit's budget information by 10:00 a.m. on August 10, 2023. The fund unit's budget information was submitted at 10:24 p.m. on August 9, 2023.

Section 121.5-4(2) of the Budget and Finances law provides that the Oneida Business Committee must "grant express permission" in order for Finance Administration to enter the budget information for the Trust Enrollment fund unit.

Justification for E-Poll:

This is a time sensitive matter due to the timelines related to the approval of the budget and cannot wait until the next regular or special Business Committee meeting.

Requested Action:

Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law

Deadline for response:

Responses are due no later than **4:30 p.m., Friday, August 11, 2023.**

Voting:

Use the voting button above, if available; OR
Reply with "Support" or "Oppose".

Aliskwet Ellis

Senior Information Management Specialist
Government Administrative Office

O: 920.869.4408 • E: cellis1@oneidanation.org

P.O. Box 365 • Oneida, WI • 54155



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

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Business Committee Agenda Request

1. Meeting Date Requested:**2. Session:**

Open Executive – must qualify under §107.4-1.

Justification:

3. Requested Motion:

Accept as information; OR

Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law

4. Areas potentially impacted or affected by this request:

- | | |
|-----------------------------------------------------------------------|-------------------------------------------------------------|
| <input checked="" type="checkbox"/> Finance | <input type="checkbox"/> Programs/Services |
| <input type="checkbox"/> Law Office | <input type="checkbox"/> DTS |
| <input type="checkbox"/> Gaming/Retail | <input type="checkbox"/> Boards, Committees, or Commissions |
| <input checked="" type="checkbox"/> Other: Trust Enrollment fund unit | |

5. Additional attendees needed for this request:

6. Supporting Documents:

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

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: | |

8. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____



Memorandum

To: Oneida Business Committee

From: Lisa Liggins, Secretary

Lisa Liggins
 cn=Lisa Liggins,
 o=Oneida Nation, ou,
 email=liggins@oneidana
 tion.org, c=US
 2023.08.10 10:58:08
 -05'00'

Date: August 10, 2023

Re: E-poll Request - Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law

Background:

The Business Committee (BC) adopted BC resolution # 06-14-23-E *Fiscal Year 2024 Budget Considerations and Calendar* (resolution attached - A) which provided that all non-divisional operational and Capex budget needed to be entered by July 14, 2023 and also provided that the budget packet would be approved by the Business Committee on August 9, 2023.

The BC took action via e-poll to reschedule the August 9, 2023, regular BC meeting to August 2, 2023 (e-poll results attached - B). On August 2, 2023, the budget packet was removed from the meeting agenda and action was taken to schedule a special BC meeting on August 16, 2023, to approve the budget packet and the related General Tribal Council meeting materials (excerpts from draft minutes attached - C).

On August 9, 2023, Finance Administration provided the draft FY-2024 budget packet and additional information via e-mail (e-mail attached - D). Included was a notice that the Trust Enrollment fund unit did not enter a budget.

On August 9, 2023, I provided notice to the Trust Enrollment Department Interim Director and the Oneida Trust Enrollment Committee Chair that the

BC was notified the Trust Enrollment fund unit budget has not entered for FY-2024 and that they needed to submit their information by 10:00 a.m. on August 10, 2023 (notice attached - E). Finance Administration informed me that the budget information was submitted at 10:24 p.m. on August 9, 2023 (e-mail attached - F).

Section 121.5-4(2) of the Budget and Finances law provides that "Each fund unit shall be responsible for complying with the budget schedule and guidelines to submit a proposed budget to the Treasurer. The Finance Administration shall not submit any budget on behalf of a fund unit unless granted express permission from the Oneida Business Committee." As such, in order for Finance Administration to enter the budget information for the Trust Enrollment fund unit, BC action is needed to grant that express permission (excerpt attached - G).

As noted in attachment E, Assistant Chief Financial Officer, Ralinda Ninham-Lamberies has indicated that entering the Trust Enrollment budget information, making the necessary adjustments to the roll up which includes total, carryover, Direct Membership Admin. costs, the presentation and all the resolutions, will result in an additional day to day and a half of work.

Requested Action:

Grant express permission to Finance Administration to enter the Trust Enrollment fund unit FY-2024 budget pursuant to section 121.5-4(2) of the Budget and Finances law

Attachments: A through G

Oneida Nation

Post Office Box 365

Phone: (920)869-2214



Oneida, WI 54155

BC Resolution # 06-14-23-E Fiscal Year 2024 Budget Considerations and Calendar

- WHEREAS,** the Oneida Nation is a federally recognized Indian government and a treaty tribe recognized by the laws of the United States of America; and
- WHEREAS,** the Oneida General Tribal Council is the governing body of the Oneida Nation; and
- WHEREAS,** the Oneida Business Committee has been delegated the authority of Article IV, Section 1, of the Oneida Tribal Constitution by the Oneida General Tribal Council; and
- WHEREAS,** the Budget and Finances Law sets forth the requirements to be followed by the Oneida Business Committee and the Oneida fund units when preparing the budget to be presented to the General Tribal Council for approval, and establishes financial policies and procedures for the Nation; and
- WHEREAS,** section 121.5-4(a) of the Budget and Finances law requires that the Treasurer develop the necessary guidelines, including specific timelines and deadlines, to be followed by the managers that have budget responsibility in preparing and submitting proposed budgets; and
- WHEREAS,** section 121.5-4(a) also requires that the budget schedule and guidelines be submitted to the Oneida Business Committee for review and approval through the adoption of a resolution; and
- WHEREAS,** the Oneida Business Committee has determined that the Guiding Philosophy and the overall goal with the FY2024 budget will be to build a sustainable, balanced budget in alignment with the Nation's priorities which is accomplished when the funding sources equal the funding uses; and
- WHEREAS,** the Oneida Business Committee has determined in order to be sustainable, that the Nation cannot rely on prior year carryover to balance the budget and the use of future carryover shall be minimized; and
- WHEREAS,** the Oneida Business Committee has determined it is not realistic to drive the carryover usage to zero in a single Fiscal Year without significant consequences; and
- WHEREAS,** the Oneida Business Committee has determined the goal of using no carryover will be addressed partially in FY2024 as a first step to a solution that may take multiple Fiscal Years realize; and

- WHEREAS,** the Oneida Business Committee has determined that the FY2024 budget process will target sufficient funding for two (2) areas of emphasis:
1. The membership payments will be maintained:
 - a. \$1,500 to all members (GWA for 18+, per capita for minors); and
 - b. \$2,000 GWA for ages 62+.
 2. The Nation will continue to save a portion of Tribal Contribution.
 - a. 10.5% to executive contingency (~\$11m for FY2024, vs \$10.5m in FY2023)
 - b. 3% to the Elder Percapita, Higher Education and General Welfare Trust (~\$3.2m for FY2024, vs \$0.1m in FY2023)

NOW THEREFORE BE IT RESOLVED, the following budget considerations and calendar are hereby approved by the Oneida Business Committee:

Budget Calendar –

Date	Activity	Responsible Party
6/14/2023	BC approves calendar and guidelines	BC
6/14/2023	Payroll Reports Submitted to B.U.	ACFO
6/20/2023	Budget Kick Off Meeting	BC/CF0/ACFO
6/30/2023	Gaming and Retail operational and Capex Budgets completed	GGM/RGM
7/6-18/2023	Community Input Meetings	CFO
7/10/2023	CIP budget request prioritized and submitted	GM Designee
7/14/2023	Remaining Division and Non-Divisional operational and Capex budgets entered	All
7/17/2023	Submit all forms to Budget email	All
7/24/2023	FY2024 Budget Consolidation, First Draft completed sent to BC/GMs/CFO	ACFO
8/9/2023	BC approves budget packet to members	BC/CF0/ACFO
8/10/2023	Packet to Mail Center	Secretary's Office
8/15/2023	Packet Printed	Print
9/12/2023	Packet Mailed to Members	Mail
9/15/2023	Packet received by Members	Mail
9/25/2023	GTC Meeting to adopt budget	GTC

Line-Item Guidance

1. Each business unit shall maintain their overall budget at FY2023 levels (0% increase). This includes the personnel and fringe rate increases below.
2. The FY2024 Wage Plan is included and detailed in the HRD memo dated 6/7/23 titled "FY24 Tribal-wide compensation recommendations".
3. The fringe rate for FY2024 will be an increase of 1.8% from FY2023 rates. Each business unit's fringe rate will be on the payroll spreadsheet received by June 14, 2023.
4. The anticipated Indirect Cost (IDC) rate for FY2024 remains the same, ~20.44%.
5. The Nation shall continue to adhere to the employment cap, now at 2,100 Full Time Equivalent (FTE's) for Fiscal Year 2024, down from 2,200 in FY2023. Further:
 - a. Each business unit shall budget Personnel expenses into two separate categories, one for filled positions, and one for vacant positions.
 - i. The current filled positions shall be fully budgeted for.
 - ii. 100 vacant positions shall be budgeted across the entire organization.
 - b. Authorization from the Strategic Alignment Leadership team is required before vacant position funding can be utilized.
 - c. All 100% grant funded positions are exempt from the employment cap and vacant position request process.
6. All other External and Internal expense lines: Business Units should base all line item budgets on the average of the actual monthly expenses for the available Fiscal Year 2023 in accordance with 121.5-4(b)(1) of the Budget and Finances law.
7. Gaming and Retail External and Internal expense line items should be based on FY2024 business plans.

CERTIFICATION

I, the undersigned, as Secretary of the Oneida Business Committee, hereby certify that the Oneida Business Committee is composed of 9 members of whom 5 members constitute a quorum; 5 members were present at a meeting duly called, noticed and held on the 14th day of June, 2023; that the forgoing resolution was duly adopted at such meeting by a vote of 4 members for, 0 members against, and 0 members not voting*; and that said resolution has not been rescinded or amended in any way.



Lisa Liggins, Secretary
Oneida Business Committee

*According to the By-Laws, Article I, Section 1, the Chair votes "only in the case of a tie."

From: Secretary
Sent: Wednesday, July 19, 2023 4:31 PM
To: Secretary; Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Cristina S. Danforth; Lisa A. Liggins; Daniel P. Guzman; David P. Jordan; Kirby W. Metoxen; Jennifer A. Webster
Cc: Danelle A. Wilson; Rhiannon R. Metoxen; Kristal E. Hill; BC_Agenda_Requests
Subject: E-POLL RESULTS: Approve an exception to resolution # BC-01-12-22-A to cancel the July 26, 2023, regular BC meeting and reschedule the August 9, 2023, regular BC meeting to August 2, 2023
Attachments: BCAR Approve an exception to resolution # BC-01-12-22-A to cancel the 07 26 23 and reschedule 08 09 23 BC meeting.pdf

E-POLL RESULTS

The e-poll to approve an exception to resolution # BC-01-12-22-A to cancel the July 26, 2023, regular BC meeting and reschedule the August 9, 2023, regular BC meeting to August 2, 2023, **has carried**. Below are the results:

Support: Daniel Guzman King, David P. Jordan, Lisa Liggins, Brandon Stevens, Jennifer Webster

Aliskwet Ellis
Senior Information Management Specialist
Government Administrative Office

From: Secretary <TribalSecretary@oneidanation.org>
Sent: Tuesday, July 18, 2023 12:15 PM
To: Secretary <TribalSecretary@oneidanation.org>; Tehassi Tasi Hill <thill7@oneidanation.org>; Brandon L. Yellowbird-Stevens <bstevens@oneidanation.org>; Cristina S. Danforth <cdanfor4@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Daniel P. Guzman <dguzman@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Kirby W. Metoxen <KMETOX@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>
Cc: Danelle A. Wilson <dwilson1@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Kristal E. Hill <khill@oneidanation.org>
Subject: E-POLL REQUEST: Approve an exception to resolution # BC-01-12-22-A to cancel the July 26, 2023, regular BC meeting and reschedule the August 9, 2023, regular BC meeting to August 2, 2023

E-POLL REQUEST

Summary:

At the July 18, 2023, BC Work Session, the BC has agreed to cancel the July 26, 2023, regular BC meeting, including canceling the July 25, 2023 executive session. It was also agreed to reschedule the August 9, 2023, regular BC meeting to August 2, 2023, and executive session from August 8, 2023, to August 1, 2023.

This decision is based on having a General Tribal Council meeting on July 24, 2023, and the Business Committee has made various obligations to support the Bicentennial events on July 25-29, 2023. Additionally, there is a GTC meeting on August 7, 2023, and the Great Law Recital will be taking place August 7-10, 2023.

Therefore, the BC meeting scheduled for July 26, 2023, will need to be canceled, as there will not be a quorum. The August 9, 2023, regular BC meeting will be moved up a week early to August 2, 2023. Any items that need to be

addressed can be sent to the following agenda for approval, or be processed via epoll (if the item is time sensitive). Notice will go out informing the organization of the cancelation and reschedule with new deadlines.

Justification for E-Poll:

The action is requesting to cancel the next meeting and to reschedule the first August meeting. E-poll is necessary to ensure there is adequate time for communication to the organization.

Requested Action:

Approve an exception to resolution # BC-01-12-22-A to cancel the July 26, 2023, regular BC meeting and reschedule the August 9, 2023, regular BC meeting to August 2, 2023

Deadline for response:

Responses are due no later than **4:30 p.m., Wednesday, July 19, 2023.**

Voting:

Use the voting button above, if available; OR
Reply with "Support" or "Oppose".

Aliskwet Ellis

Senior Information Management Specialist
Government Administrative Office
O: 920.869.4408 • E: cellis1@oneidanation.org
P.O. Box 365 • Oneida, WI • 54155



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

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DRAFT**II. OPENING (00:00:34)**

Opening provided by Councilman Kirby Metoxen.

A. Special recognition for years of service (00:01:41)

Sponsor: Todd VanDen Heuvel, Executive HR Director

Special recognition by Chairman Tehassi Hill of the following individuals: 40 years of service - David Charles and Jennifer Webster; 35 years of service - Elaine Parker, Sharon Summers, Cheryl Smith; 30 years of service - Kathleen Metoxen, Paul Hockers, Cindy Metoxen, Shelley Brusky, Robert Nehring, Brandie Neja, Amy Spychalski, Joseph Zember, Shawn Legare, Carol Baumgart, Georgia Stevens, Maurice Reed, Carlos Cornelius, Linda Kriescher, Maureen Metoxen, Laurel Meyerspooner, Harry Cornelius; 25 years of service - Roland Couture, Terry Thomas, Josephine Skenandore, Densie Johnson, Teresa Holschuh Sieja, Carrie Lindsey, Lisa Metoxen

III. ADOPT THE AGENDA (00:06:06)

Motion by Lisa Liggins to adopt the agenda with seven (7) changes [1) delete item entitled Approve the notice and materials for the September 25, 2023, tentatively scheduled special General Tribal Council meeting; 2) delete item entitled Approve the notice and materials for the October 8, 2023, tentatively scheduled special General Tribal Council meeting; 3) delete item entitled Review OBC SOP entitled Business Committee Travel; 4) add Travel Request item entitled Reconsider the travel request in accordance with §219.16-1. - Cultural Heritage - four (4) employees - Belleville, Ontario - August 2-5 2023; 5) add Executive Session, New Business item entitled Determine next steps regarding draft Business Committee recommendations regarding petition # 2023-29, 30, 31, 32; 6) add Executive Session, New Business item entitled Discuss draft FY-2024 budget and determine next steps; 7) add Executive Session, Report item entitled Accept the Treasurer's June 2023 report], seconded by David P. Jordan. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen, Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

IV. OATH OF OFFICE**A. Oneida Public Safety Pension Board - Rochel Smith (00:09:35)**

Sponsor: Eric Boulanger, Oneida Chief of Police

Rochel Smith was not present.

V. MINUTES**A. Approve the July 5, 2023, emergency Business Committee meeting minutes (00:10:37)**

Sponsor: Lisa Liggins, Secretary

Motion by Jennifer Webster to approve the July 5, 2023, emergency Business Committee meeting minutes, seconded by David P. Jordan. Motion carried:

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

Abstained: Kirby Metoxen

Not Present: Tina Danforth, Brandon Stevens

ATTACHMENT C - Page 1 of 2

DRAFT**6. Review application(s) for one (1) vacancy - Oneida Election Board (02:16:57)**

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding the application for the Oneida Election Board vacancy as information, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

7. Review application(s) for two (2) vacancies - Oneida Police Commission (02:17:26)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding the application for the Oneida Police Commission vacancies as information, seconded by Kirby Metoxen. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

8. Determine next steps regarding draft Business Committee recommendations regarding petition # 2023-29, 30, 31, 32 (02:17:55)

Sponsor: Lisa Liggins, Secretary

Motion by Lisa Liggins to accept the discussion regarding draft Business Committee recommendations regarding petition # 2023-29, 30, 31, 32 as information, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

9. Discuss draft FY-2024 budget and determine next steps (02:18:35)

Sponsor: Keith Doxtator, Chief Financial Officer

Motion by Lisa Liggins to accept the discussion regarding the draft FY-2024 budget as information and to schedule a special Business Committee meeting on Wednesday, August 16, 2023, at 3:00 p.m. for the purpose of approving the General Tribal Council meeting materials, seconded by Jennifer Webster. Motion carried:

Ayes: Daniel Guzman King, David P. Jordan, Lisa Liggins, Kirby Metoxen,
Jennifer Webster

Not Present: Tina Danforth, Brandon Stevens

From: Ralinda R. Ninham-Lamberies
Sent: Wednesday, August 9, 2023 12:44 PM
To: Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Lisa A. Liggins; David P. Jordan; Daniel P. Guzman; Jennifer A. Webster; Kirby W. Metoxen
Cc: Keith A. Doxtator; Louise C. Cornelius; Chad M. Fuss; Debra L. Powless; James J. Petitjean; Shane C. Archiquette
Subject: FY2024 Budget packet
Attachments: FY2024 Budget Packet No resolutions.pdf; Resolution - FY2024 Budget Adoption.docx; FY2024 Carryover Use Request.docx

Sakoli –

Attached you will find the FY2024 Budget Packet, excluding resolutions, for your review prior to the meeting. I have sent the resolutions to LOC for a statement of effect.

The total budget comes in at \$527,784,810. This is not the amount that was presented to you in your executive session for several reasons. During the creation of the detail reports (pages 12-20) there were some Governmental Admin business units that entered the tribal contribution use as a source. This increased our sources but should have been an increase in uses. These were corrected. The Legislative Reference Office's budget was not entered. The Chair was contacted and the budget information forwarded. I did enter and this also increases the uses. The 2033 plan included a 10% increase for land acquisition that was not included in the original roll up. I identified the required increase in uses when I verified funding agreed with the amount required in the resolution.

To limit the amount of additional carryover used to balance the budget, the PTO Liability funding of \$2.5 million was removed. The most recent report from HRD continues to show a positive variance in the investment funds as compared to the liability. With the FY2023 Tradeback, it is anticipated this positive variance will continue. Removing this allocation will not increase the risk of an unfunded PTO liability.

The total carryover use request is \$47,108,891. As you review the resolution, please keep in mind the \$57.8 million budgeted in FY2023 will not be used. The resolution is written to reflect the obligation of the fund to balance the FY2023 budget because it is not yet the end of the fiscal year.

Item of important note: Trust and Enrollments did not enter a budget. The Interim director was contacted, however, at this time I haven't received a response.

Please note, these reconciling issues are common each year we roll up the budget. We may have had a few more this year, but I think that is to be expected with the compressed time frame for the budget.

I am attaching the Word resolutions for review.

Yaw^ko
RaLinda

From: Lisa A. Liggins
Sent: Wednesday, August 9, 2023 3:24 PM
To: John J. Danforth; Jennifer Hill-Kelley
Cc: Jennifer A. Webster; Carl J. Artman; Jo A. House; Tehassi Tasi Hill; Brandon L. Yellowbird-Stevens; Ralinda R. Ninham-Lamberies; Keith A. Doxtator
Subject: Trust Enrollment FY-24 budget not entered

The BC received an update today on the FY-24 budget and were notified that Trust Enrollment did not enter a budget. Finance indicated they had contacted the Interim Director, and a response was received just after 12:30 on today.

Pursuant to 121.5-4(2) (2) Each fund unit shall be responsible for complying with the budget schedule and guidelines to submit a proposed budget to the Treasurer. The Finance Administration shall not submit any budget on behalf of a fund unit unless granted express permission from the Oneida Business Committee.

An e-poll will be likely be needed in order for Finance to enter the Trust Enrollment budget information, make the necessary adjustments to the roll up which includes total, carryover, Direct Membership Admin costs, the presentation and all the resolutions. These tasks are estimated to be an additional day to day and a half of work.

We are under a deadline to approve the draft budget, so a prompt reply is needed immediately.

Please submit the Trust Enrollment FY-24 budget information directly to Ralinda no later than 10:00 a.m. tomorrow, August 10, 2023.

Lisa Liggins
Secretary
Oneida Business Committee

From: Ralinda R. Ninham-Lamberies
Sent: Thursday, August 10, 2023 8:51 AM
To: Lisa A. Liggins
Subject: RE: FY2024 Budget packet

The budget information was received last night at 10:24 PM.

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

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

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

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

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

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

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

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

(c) *Final Draft Budget.* The Oneida Business Committee shall work with the Treasurer, CFO, and managers to compile a final draft budget to be presented to the General Tribal Council. The Oneida Business Committee shall approve, by resolution, the final draft budget to be presented to the General Tribal Council.

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

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

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

ATTACHMENT G - Page 1 of 1

Enter the e-poll results into the record regarding the approved nomination of Jennifer Webster to the CDO

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 type="checkbox"/> Minutes | <input type="checkbox"/> Rule (adoption packet) |
| <input type="checkbox"/> Draft GTC Packet | <input type="checkbox"/> MOU/MOA | <input type="checkbox"/> Statement of Effect |
| <input checked="" type="checkbox"/> E-poll results/back-up | <input type="checkbox"/> Petition | <input type="checkbox"/> Travel Documents |
| <input type="checkbox"/> Other: <i>Describe</i> | | |

4. Budget Information:

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

5. Submission:

Authorized Sponsor: Lisa Liggins, Secretary

Primary Requestor: _____

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: CELLIS1

From: [Secretary](#)
To: [Secretary](#); [Tehassi Tasi Hill](#); [Brandon L. Yellowbird-Stevens](#); [Lisa A. Liggins](#); [Daniel P. Guzman](#); [David P. Jordan](#); [Kirby W. Metoxen](#); [Jennifer A. Webster](#)
Cc: [Danelle A. Wilson](#); [Rhiannon R. Metoxen](#); [Kristal E. Hill](#); [BC Agenda Requests](#); [Melinda J. Danforth](#); [Debra J. Danforth](#); [Brandon M. Wisneski](#)
Subject: RE: E-POLL REQUEST: Approve the nomination of Jennifer Webster to the CDC Tribal Advisory Committee (TAC) and Debra Danforth as her authorized representative, and to authorize Chairman Tehassi Hill to sign the nomination letter
Date: Tuesday, August 15, 2023 4:32:21 PM
Attachments: [BCAR Approve the nomination of Jennifer Webster to the CDC Tribal Advisory Committee \(TAC\) and Debra Danforth as her authorized representative, and authorize the Chairman to sign the nomination letter.pdf](#)

E-POLL RESULTS

The e-poll to approve the nomination of Jennifer Webster to the CDC Tribal Advisory Committee (TAC) and Debra Danforth as her authorized representative, and to authorize Chairman Tehassi Hill to sign the nomination letter, **has carried**. Below are the results:

Support: Daniel Guzman King, David P. Jordan, Kirby Metoxen, Brandon Stevens, Jennifer Webster

Aliskwet Ellis
Senior Information Management Specialist
Government Administrative Office

From: Secretary <TribalSecretary@oneidanation.org>
Sent: Tuesday, August 15, 2023 7:44 AM
To: Secretary <TribalSecretary@oneidanation.org>; Tehassi Tasi Hill <thill7@oneidanation.org>; Brandon L. Yellowbird-Stevens <bstevens@oneidanation.org>; Lisa A. Liggins <lliggins@oneidanation.org>; Daniel P. Guzman <dguzman@oneidanation.org>; David P. Jordan <djordan1@oneidanation.org>; Kirby W. Metoxen <KMETOX@oneidanation.org>; Jennifer A. Webster <JWEBSTE1@oneidanation.org>
Cc: Danelle A. Wilson <dwilson1@oneidanation.org>; Rhiannon R. Metoxen <rmetoxe2@oneidanation.org>; Kristal E. Hill <khill@oneidanation.org>
Subject: E-POLL REQUEST: Approve the nomination of Jennifer Webster to the CDC Tribal Advisory Committee (TAC) and Debra Danforth as her authorized representative, and to authorize Chairman Tehassi Hill to sign the nomination letter

E-POLL REQUEST

Summary:

Self-Governance is requesting an e-poll to authorize the Chairman to sign the attached letter supporting the nominations of Jennifer Webster as a delegate to the **Centers for Disease Control and Prevention** (CDC) Tribal Advisory Committee (TAC) and Debra Danforth as her authorized representative (alternate) to the CDC TAC. Councilwoman Webster and Debra Danforth currently serve on the TAC representing the Bemidji area, and their terms expire this fall.

Justification for E-Poll:

Per the attached nomination guidance from CDC, nominations must be submitted by Tuesday, August 22nd, for consideration. The next BC meeting occurs after this date.

Requested Action:

Approve the nomination of Jennifer Webster to the CDC Tribal Advisory Committee (TAC) and Debra Danforth as her authorized representative, and to authorize Chairman Tehassi Hill to sign the nomination letter.

Deadline for response:

Responses are due no later than **4:30 p.m., Tuesday, August 15, 2023.**

Voting:

Use the voting button above, if available; OR
Reply with "Support" or "Oppose".

Aliskwet Ellis

Senior Information Management Specialist
Government Administrative Office

O: 920.869.4408 • E: cellis1@oneidanation.org

P.O. Box 365 • Oneida, WI • 54155



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

CONFIDENTIALITY NOTICE: This message and any included attachments are intended only for the addressee. This message may contain privileged, confidential, or proprietary information. Unauthorized forwarding, printing, copying, distribution, or use of such information is strictly prohibited and may be unlawful. If you have received this message in error, please inform us promptly by reply e-mail, then delete the e-mail and destroy any printed copy.

Business Committee Agenda Request

1. **Meeting Date Requested:** 08/23/23

2. **Session:**

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. **Requested Motion:**

Accept as information; OR

Approve the nomination of Jennifer Webster to the CDC Tribal Advisory Committee (TAC) and Debra Danforth as her authorized representative, and authorize the Chairman to sign the nomination letter.

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

Finance

Programs/Services

Law Office

DTS

Gaming/Retail

Boards, Committees, or Commissions

Other: *Describe*

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

Brandon Wisneski, Self-Governance Manager

Debra Danforth, Comprehensive Health Division Director

Name, Title/Entity OR Choose from List

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Melinda J. Danforth, Intergovernmental Affairs Director

Primary Requestor: Brandon Wisneski, Self-Governance Manager



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



August 18, 2023

submitted electronically to TribalSupport@cdc.gov

Director, Office of Tribal Affairs and Strategic Alliances
Center for State, Tribal, Local, and Territorial Support
Centers for Disease Control and Prevention
Atlanta, GA

RE: Nomination of Jennifer Webster & Debra Danforth to the CDC/ATSDR TAC as Bemidji Area Delegate & Authorized Representative.

Dear OTASA Director,

On behalf of the Oneida Nation (“the Nation”), this letter is to nominate **Councilwoman Jennifer Webster** to serve as the **Bemidji Area Delegate** on the Centers for Disease Control/Agency for Toxic Substances Disease Registry (CDC/ATSDR) Tribal Advisory Committee (TAC). I affirm her status as an elected official of the Oneida Nation. Councilwoman Webster was elected to the position of Councilmember in July 2023 for a term of 3 years. I also nominate **Debra Danforth**, Oneida Comprehensive Health Division Director, to serve as Councilwoman Webster’s Authorized Representative on the TAC.

As a delegate on the TAC, Councilwoman Webster will be acting in her official capacity as an elected official of the Oneida Nation. She has the authority to act on behalf of the Nation and is qualified to represent the views of the Indian tribes in the area from which she is nominated.

Councilwoman Webster serves as the Oneida Business Committee’s health liaison whereby she participates and collaborates on many complex health care issues with our federal and state partners. Councilwoman Webster has served as the Bemidji Area Delegate to the CDC/ATSDR TAC since 2021. She also serves as an alternate delegate representing the Bemidji Area on the HHS Secretary Tribal Advisory Committee (STAC), the Bemidji Area primary representative on the HHS Administration for Children and Families (ACF) TAC, the Bemidji primary representative on the IHS Tribal Self-Governance Advisory Committee, and the Wisconsin’s Missing and Murdered Indigenous Women task force. She also served on the Indian Health Care Improvement Fund Workgroup.

Councilwoman Webster’s extensive experience and her dedication to the health and well-being of tribal communities make her an ideal candidate to serve as Delegate for the Bemidji Area on the CDC/ASTDR TAC.

In addition, the Oneida Nation nominates Debra Danforth, RN, BSN, Oneida Nation Comprehensive Health Division Operations Director, to serve as Councilwoman Webster's Authorized Representative on the CDC/ATSDR TAC. Ms. Danforth has served as Councilwoman Webster's Authorized Representative on the TAC since 2021. She also serves as an At-Large Delegate on the National Institute of Health (NIH) Tribal Advisory Committee (TAC). Ms. Danforth has over 40 years of experience in healthcare and has served as Director of the Nation's Comprehensive Health Division since 2006, providing management and oversight of the operations of the Nation's Health Division.

Below is the information requested for each nominee:

NOMINEE FOR DELEGATE:

Name: Jennifer Webster

Official Title: Councilwoman, Oneida Nation Business Committee

Tribe: Oneida Nation

Election & Term Length: Elected July 2023 to a three-year term expiring August 2026.

Mailing Address: P.O. Box 365, Oneida, WI 54155

E-mail Address: jwebstel@oneidanation.org

Phone Number: (920) 869-4457

NOMINEE FOR AUTHORIZED REPRESENTATIVE:

Name: Debra Danforth, RN, BSN

Official Title: Comprehensive Health Division Operations Director

Tribe: Oneida Nation

Election & Term Length: N/A. (Designated Tribal Official)

Mailing Address: P.O. Box 365, Oneida, WI 54155

E-mail Address: ddanfort@oneidanation.org

Phone Number: (920) 869-4807

Thank you for your consideration of our request. If you have any questions, please contact Brandon Wisneski, Self-Governance Manager, at (920) 680-2682 or bwisnesk@oneidanation.org

Sincerely,

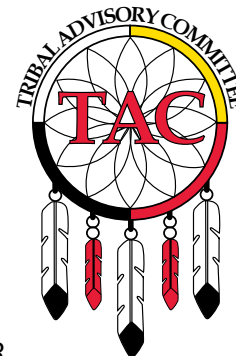
ONEIDA NATION

Tehassi tasi Hill, Chairman

CDC/ATSDR Tribal Advisory Committee

About the Tribal Advisory Committee

The Centers for Disease Control and Prevention/Agency for Toxic Substances and Disease Registry (CDC/ATSDR) Tribal Advisory Committee (TAC) provides CDC and ATSDR with input and guidance on policies, guidelines, and programmatic issues affecting the health of American Indian/Alaska Native (AI/AN) tribes.



Purpose of the TAC

- Exchange information with CDC/ATSDR staff about public health issues in Indian country, identify urgent public health needs, and discuss collaborative approaches
- Provide guidance regarding government-to-government consultation between CDC/ATSDR and AI/AN tribes
- Ensure that CDC/ATSDR activities or policies that impact AI/AN tribes are brought to the attention of tribal leaders

Committee Composition

The TAC is composed of 16 delegates (and authorized representatives) from federally recognized tribes, each acting on behalf of his or her tribe. CDC/ATSDR has incorporated the Indian Health Services (IHS) Areas and the At-Large positions as members of the TAC to provide specific representation for the regional and national concerns of tribal governments.¹

- One delegate (and one authorized representative) from a federally recognized tribe located in each of the 12 IHS areas
- One delegate (and one authorized representative) from four federally recognized tribes-at-large

Delegates—elected tribal officials, acting in their official capacity as elected officials of their tribe, with authority to act on behalf of the tribe, and qualified to represent the views of the AI/AN tribes in the area from which they are nominated.

TAC Alternate — The TAC Alternate should be an elected officer of a Tribal government or designated representative, acting in his or her official capacity. An area alternate must be qualified to represent the views of their Tribal government and others in the respective area from which he or she was nominated. In the event the alternate will be participating on behalf of the delegate, the alternate will be given full voting rights. The alternate may attend all TAC meetings and activities but cannot participate actively unless the seat is ceded by the primary TAC Delegate.

Member Responsibilities

- Make a good-faith effort to attend all meetings and provide input, guidance, and recommendations to CDC/ATSDR
- Submit area reports to CDC/ATSDR, including information from area AI/AN tribes
- Disseminate information to local area AI/AN tribes

Meetings

- Two face-to-face meetings per year held in conjunction with formal CDC/ATSDR Tribal Consultation Sessions—typically one in Atlanta hosted by CDC/ATSDR, and one in Indian country hosted by a tribe
- Monthly conference calls

Designated Federal Official

Leslie Ann Dauphin, PhD, Director, National Center for State, Tribal, Local, and Territorial Public Health Infrastructure and Workforce • Phone: 404-498-2208 • Email: tribalsupport@cdc.gov • Website: www.cdc.gov/tribal



¹ In accordance with the Federal Advisory Committee Act exemption of the Unfunded Mandates Reform Act and the 2010 HHS Tribal Consultation Policy

CDC/ATSDR Tribal Advisory Committee Nominations

The Centers for Disease Control and Prevention (CDC) and Agency for Toxic Substances and Disease Registry (ATSDR) recognize their special commitment to and unique relationship with Indian tribes and are dedicated to fulfilling their critical role in promoting tribal health and safety. Established in 2005, the CDC/ATSDR Tribal Advisory Committee (TAC) provides input and guidance on policies, guidelines, and programmatic issues affecting the health of Indian tribes.

The CDC/ASTDR TAC consists of 17 positions: one delegate (and one alternate) from each of the 12 Indian Health Service areas, and one delegate (and one alternate) from each of the 5 National At-Large Member (NALM) positions.

Vacancies

CDC/ATSDR is currently seeking nominations for a delegate to represent the following areas:

- Alaska Area
- Billings Area
- Nashville Area
- Portland Area
- Bemidji Area
- California Area
- Oklahoma Area
- Tucson Area
- National -At-Large (4)

TAC Functions

The term length for each TAC seat is two years. TAC functions are described in the CDC/ATSDR Tribal Advisory Committee Charter at https://www.cdc.gov/tribal/documents/tac/TAC_Charter_Final.pdf. More information about the TAC, including current members and past and upcoming meetings, is available at www.cdc.gov/tribal/consultation-support/tac/index.html.

Eligibility

Delegates must be elected tribal officials acting in their official capacity as elected officials of their tribe, with authority to act on behalf of the tribe, and qualified to represent the views of the Indian tribes in the area from which they are nominated.

Nomination Procedures

Candidates must be nominated by an elected tribal leader via a nomination letter. The nomination letter must be on tribal letterhead and signed by an elected tribal leader. The required information to nominate a delegate is provided in the attached nomination letter template.

Please send an email with the nomination letter attached to TribalSupport@cdc.gov by **Tuesday, August 22, 2023**.

CDC/ATSDR TAC Nominations

July 25, 2023

Selection Process

The TAC's designated federal official and executive secretary (selected by CDC) are responsible for final selection of TAC delegates. Eligible nominees will be considered in the following priority order:

1. Tribal president/chairperson/governor
2. Tribal vice president/vice chairperson/lieutenant governor
3. Elected or appointed tribal official
4. Designated tribal official

If more than one delegate is nominated at the same priority level, letters of support from regional or national tribal organizations will be taken into consideration.

CDC and ATSDR will support the delegates' travel to attend in-person meetings, typically held twice a year. If a delegate cannot attend, CDC and ATSDR will pay for the authorized representative to attend. The agencies expect to notify nominators and nominees about delegate selections by Thursday, August 31, 2023.

Please contact the Office for Tribal Affairs and Strategic Alliances at TribalSupport@cdc.gov with any questions.

Accept the Emergency Management FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 8/23/23

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: All areas of the Nation

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

6. Supporting Documents:

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

7. Budget Information:

- | | |
|-------------------------------------------------------------------------------|--------------------------------------------------|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input type="checkbox"/> Unbudgeted | <input type="checkbox"/> Not Applicable |
| <input checked="" type="checkbox"/> Other: Budget in G Drive for EM Quarter 3 | |

8. Submission:

Authorized Sponsor: Kaylynn Gresham, Emergency Management Director

Primary Requestor: Kaylynn Gresham

Kaylynn Gresham – Director Emergency Management Department

Goal #1 Develop Emergency Management Capacity

Strategic Plan Linkage

Goal	Activity
Develop emergency management capacity	Grant applications, budget and staffing request, training and succession plan, technology implementation

Activity	Count of Activity	Count of Hours
Training or Webinar	42	42
Training and Outreach	7	7
Reporting	1	1
Records Management	2	2
Other [explain in comments]	1	1
Medication/supply delivery	1	1
Internal Reporting	8	8
Impact tracking	1	1
Health updates	3	3
Grant Workplan and Budget Development	4	4
Emergency Management Team Meetings	15	15
Emergency Management Program Administration, Development and Evaluation	46	45
COVID monitoring	1	1
COVID Internal Outreach and Education	10	10
BC Meeting	15	15
Total	157	156

Highlights	Comments
Damage Assessment Training	Provide Damage Assessment Training to Staff at Little Bear
Deputy Director Job Description	Continue updating DD job description - possible change of name
Emergency Management Fact Sheets	Continue to develop ESF Fact Sheets and review ESF's
FV-HERC Tabletop Exercise	Evaluator for HERC Exercise at Oneida Health Center
Operational Round Table	Monthly Operational Round Table with Direct Reports
Operational Round Table	Monthly update from Direct Reports
Operational Round Table	Monthly updates with Direct Reports
Planning for Tabletop exercise	

Kaylynn Gresham – Director Emergency Management Department

Goal #2 Seasonal Review of Shelters and Warming and Cooling Centers

Strategic Plan Linkage

Goal	Activity
Seasonal Review of Shelters and warming & cooling centers.	Vulnerability and needs analysis, meetings, reports and updates.

Activity	Count of Activity
Shelters and Centers	10
Total	10

Highlights	Comments
IS 505 - Sheltering Faith Based	Continue working on Independent Study Class
Safe Parking monthly call	Monthly information call with Safe Parking and Safe Shelter on monthly information updates
Safe Shelter	Monthly discussion with Safe Shelter
Safe Shelter monthly check in	Teams call with Safe Shelter for updates and discussion of any issues
Safety Discussion with DPW and Land Management	EAP updates and plan review for Land Management
Safety Meeting with CHD	Meet with Danielle and Ken at Housing to go over safety procedures and writing the Emergency Action Plan - follow-up RAVE training and review procedures
Shelter Info and Plans	Review current plans for shelters - Red Cross discussion about assistance and resources
Shelter Information	Update info for buildings with generators and use for sheltering if needed
Sheltering Activities List	Develop List of Places to use as Shelters/Cooling Centers and define needs and capabilities
Sheltering Activity List	Develop List of Places to use as Shelters/Cooling Centers and define needs and capabilities

Kaylynn Gresham – Director Emergency Management Department

Goal #3 Develop and Implement Emergency Action Plans

Strategic Plan Linkage

Goal	Activity
Develop and implement Emergency Action Plans (EAP)	Vulnerability and needs analysis, meetings, reports and updates. Identify facility or event leads, EAP or EMP assessments, outreach and education, EAP and EMP documents

Activity	Count of Activity
EAP	3
Total	3

Highlights	Comments
EAP for Bicentennial	Coordinate with security for the Bicentennial event provide EAP template
EAPs for 200th Celebration	Review and approve the Emergency Action Plans for the 200th Celebration
EAP Review	Review Emergency Action Plan for Bicentennial Event - request updates. Review Child Care Emergency Action Plan

Kaylynn Gresham – Director Emergency Management Department

Goal #3 Emergency Management Operations Team

Strategic Plan Linkage

Goal	Activity
Emergency Management Operations Team	Identify qualified Team members from across the Oneida Nation organization to have lead roles in their area of expertise.

Activity	Count of Activity
ONEPC	1
Total	1

Highlights	Comments
EMergency Management Operations Group	Integrated Preparedness Workshop with the EMOT - develop survey and QR code / discuss and send info to group

Kaylynn Gresham – Director Emergency Management Department

Goal #4 RAVE Communication

Strategic Plan Linkage

Goal	Activity
Expand the Capabilities of RAVE alert system	Needs analysis, technology acquisition and deployment, outreach and education.

Activity	Count of Activity
RAVE	15
Total	15

Highlights	Comments
Platform Follow-up	Continue working with Kelly and RAVE support to figure out questions asked and ensure carriers are updated correctly
Follow up on phone numbers and groups	Follow up with DTS and HRIS on formatting fields for consistency / work with gaming on Alert author training and creating groups
Continue working with Gaming on RAVE groups	Gaming continuing to build groups in RAVE - additional access for Team members requested
Internal meeting and follow-up for gaming	Internal meeting with DTS and HRIS about platform consistency for text messaging alerts. Follow up with Gaming to get group established
Work with Gaming and HRIS	Provide training information for Gaming and follow up with DTS and HRIS about correcting mobile and email information in the RAVE Platform
Review and update NWS Alerts in Platform	Push Notification updates - confirm
Work in platform and RAVE Academy	Review information on Collaborate - RAVE Academy
Gaming Coordination	Set up gaming employees to have access to RAVE portal to create template and make lists for notifications
RAVE Alert Administrator training	Training provided by RAVE
Collaborate Discussion with Comp Health	Update info in platform and discussion about Collaborate Training
RAVE Alert Administrator training	Virtually attend training and follow along through portal
Administrator Training	Watch webinar on Administrator Training for RAVE
Gaming - Lists and access	Work with Gaming to assist in the development of Lists for alerting employees
Templates and Lists	Working in RAVE Platform and follow up on questions
Cell phone Carrier Follow up	Working with Comp Health and RAVE - carrier change and how its tracked and updated

Accept the Oneida Nation School Board FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 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> | | |

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: Sacheen Lawrence, Chair/Oneida Nation School Board

Primary Requestor: Shannon Davis, Recording Clerk

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: SDAVIS

2023 Quarter 3 Report

For Boards, Committees, and Commissions (BCCs)

Approved by official entity action on: August 15, 2023

Submitted by: Sacheen Lawrence

OBC Liaison: Lisa Liggins, Secretary

OBC Liaison: Brandon Stevens, Vice Chair

ONEIDA NATION SCHOOL BOARD

Purpose:

The Board was established to coordinate existing and future education programs of the Oneida Nation; per directive of the Oneida General Tribal Council, to be an autonomous administrator of the Oneida Nation School System ("System") under a Memorandum of Agreement with the Oneida Business Committee; and to administer the Oneida Nation School System Endowment in accordance with the Nation's Endowments law as authorized under resolution BC-02-27-19-B.

BCC Members

Sacheen Lawrence

Chair

7/31/2025

Sylvia Cornelius

Vice Chair

7/31/2023

Melinda K. Danforth

Secretary

7/31/2024

Vicki L. Cornelius

Member At-large

7/31/2024

Barbara Cornelius

Member At-large

7/31/2024

Teresa Schuman

Member At-large

7/31/2023

Kathleen Cornelius

Member At-large

7/31/2025

Enter Board Member Name

Enter Board Member Title, if any

Enter term end date

Substantiated Complaints (if applicable)

Per § 105.12-4.(a) of the [Boards, Committees and Commissions law](#), annual and semi-annual reports shall contain information on the number of substantiated complaints against all members of the entity.

Per § 105.3-1.(q) a "Substantiated complaint" means a complaint or allegation in a complaint that was found to be valid by clear and convincing evidence.

NUMBER OF SUBSTANTIATED COMPLAINTS: 0

Meetings

1st Monday every month and second meeting as deemed necessary.

Emergency Meetings: 0

Contact Info

CONTACT: Jolene Hensberger
 TITLE: Administrative Assistant
 PHONE NUMBER: (920) 869-4654
 E-MAIL: jhensber@oneidanation.org
 MAIN WEBSITE: <https://oneida-nsn.gov/government/boards-committees-and-commissions/elected/#Oneida-Nation-School-Board>

Status report of Three-Year Outcomes/Goals

Outcome/Goal # 1

Review and Update Organization of School System

IS THIS A LONG-TERM OR QUARTERLY GOAL? Long-term

GOOD GOVERNANCE PRINCIPLE:

Effectiveness and Efficiency - Processes implemented by the Nation producing favorable results which meets the needs of Membership, Employees, Community, while making the best use of resources – human, technological, financial, natural and environmental

HOW OUTCOME/GOAL SUPPORTS THE GOOD GOVERNANCE PRINCIPLE:

The School Board continues to evaluate the organizational chart, which provides a guide to school staff, parents/guardians, and the School Board. By maintaining it, it's helping Administration and the School Board efficiently evaluate staffing needs, avoid overlapping or prevention of duplicating work, and will help as a guide for complaints. To be efficient, the School Board plans to regularly review it.

ACCOMPLISHMENTS REGARDING THE OUTCOME/GOAL:

This is a long-term goal and will take time to completely evaluate and make the necessary changes that meet the needs of the school system. We continue to have vacant positions posted with some positions having multiple screenings and interviews. Our K-8 Principal announced his resignation with the school board approving to not penalize for early termination of his contract. The MOA between ONSS and HRD is near its completion phase so ONSS will be able to have a Senior HR Generalist. An ONSS complaint process and form also continue to be worked on to ensure issues are receiving a resolution. The organizational chart of the Language Nest is being reviewed and restructured. Monthly reports from the Language Nest to be included in our administrative reports have been requested. Communication to the Business Committee was done regarding the closure of the nest.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The School Board will continue to work closely with Administration on evaluating the progress of the organizational chart and positions. We are hopeful to be able to obtain sufficient funding to have a K-8 principal, elementary/middle school Art Teacher and a Band Teacher for the 2023-2024 school year. The complaint process, policies, and adequate forms will help ensure the chain of command has been followed and all resolutions are documented. By reviewing the organizational structure and encouraging open communications between the business committee, school board, the Language Nest, we will ensure operation of the department without interruption.

Outcome/Goal # 2

Planning and Development of Building a New High School

IS THIS A LONG-TERM OR QUARTERLY GOAL? Long-term

GOOD GOVERNANCE PRINCIPLE:

Accountability - The acknowledgement and assumption of responsibility for decisions and actions as well as the applicable rules of law

HOW OUTCOME/GOAL SUPPORTS THE GOOD GOVERNANCE PRINCIPLE:

Discussions between the School Board, Administration and Business Committee regarding a new high school continue. The CIP is ongoing, and the operations and maintenance expenses are being reviewed. As more meetings and discussions are held, the vision and justification for a new building are becoming clearer and accepted.

ACCOMPLISHMENTS REGARDING THE OUTCOME/GOAL:

A School Board member, High School Principal, and Superintendent continue to attend meetings with Community Development Planning Committee to keep moving the planning process forward for the structure of a new high school. We need community approval and partnerships with Governmental Services, and the General Manager to help us move forward to build a new high school.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

Meetings and discussions will continue to obtain further direction and guidance. Our students will be able to have educational experiences and opportunities that students in public schools receive, which may lead to better success rates after graduation. A new High School equipped with the various educational resources and equipment will also help increase our enrollment numbers as students will now have the same opportunities as others in public schools.

Outcome/Goal # 3

Improve School Programs, Activities, and Events Throughout the School System

IS THIS A LONG-TERM OR QUARTERLY GOAL? Long-term

GOOD GOVERNANCE PRINCIPLE:

Responsiveness - Availability to the public and timeous reaction to the needs and opinions of the public

HOW OUTCOME/GOAL SUPPORTS THE GOOD GOVERNANCE PRINCIPLE:

Students in our school system need improved programs available to them. We have in-person events and limited programs, but if we need to return to virtual learning, our staff are much better prepared to do so. We

ACCOMPLISHMENTS REGARDING THE OUTCOME/GOAL:

Professional development for school staff continues. Additional supplemental core curriculum materials were purchased to enhance individual student learning, which also provides training for staff.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

The school system finished successfully with in-person attendance following safety protocols but is prepared to go to virtual if needed in the future. Summer School will be offered, in-person, starting June 6 through June 28, 2023. Eighth grade and Senior graduations were in person and attended by board members and school staff.

Stipends

Per the Boards, Committees, and Commissions law, stipends are set via OBC resolution. BC resolution # 04-13-22-B sets the stipend amounts.

Budget Information

FY-2023 BUDGET: \$61,856

FY-2023 EXPENDITURES AS OF END OF REPORTING PERIOD: \$13,575

Enter budget utilization information, if needed.

Requests

Other

Accept the Bay Bancorporation, Inc. FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: Proprietary - trade secrets/commercial/financial

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:

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 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> | | |

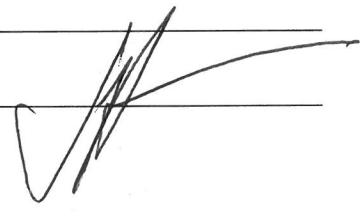
7. Budget Information:

- | | |
|---------------------------------------------------------|----------------------------------------------------|
| <input type="checkbox"/> Budgeted – Tribal Contribution | <input type="checkbox"/> Budgeted – Grant Funded |
| <input 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: Jeff Bowman, President, Bay Bank



Bay Bank
QUARTERLY REPORT

Quarter ended June 30, 2023

A. **BAY BANK**

Submitted by: Jeff Bowman, Board Member
Directors: Fern Orié, Bob Jossie, Jeff Bowman,
Todd Van Den Heuvel, Elaine Skenandore-Cornelius

Oneida Business Committee Contact: David Jordan

B. **MINUTES**

None Submitted

ACTION TAKEN

No Tribal Policy changes.

D. **FINANCIAL**

Note that various financial reports

December 31, 2023 is Bay Bank's fiscal year end.

E. **SPECIAL EVENTS AND TRAVEL**

None

F. **PERSONAL COMMENTS**

Bay Bank account numbers as of June 30, 2023:

1,848	Checking Accounts
521	Business Checking Accounts
167	Money Market Accounts

1,647	Savings Accounts
257	Certificates of Deposit
94	Commercial Real Estate Loans
1,172	Residential Real Estate Loans
272	Business Loans
872	Consumer Loans
42	Oneida Small Business 2000 Loan Program Loans
563	Oneida HRIP Loans
271	Other Tribal Loans

The Oneida Small Business Loan Program 2000 that is administered by Bay Bank started on May 1, 2002. As of this date over \$ 16.4 million in new loans have been made to over 152 new or growing Oneida tribal member owned businesses.

The Oneida HRIP loans total \$10.3 million as of June 30, 2023, and have been made to 563 customers.

The Section 184 mortgage loans serviced under FHLB MPF program totaled \$93.0 million on June 30, 2023. There are 747 loans in the program currently.

G. GOALS AND OBJECTIVES

2023 GOALS:

GOAL A: Bay Bank will strive to attain a minimum 0.70% Return on Assets for the year ending December 31, 2023. Return on Assets (ROA) is a common measurement of a bank's profitability. This ratio informs you how well the bank is managing and investing the bank's assets.

2023 ROA Goal	2023 YTD ROA Actual	2022 Peer Group Average
0.70 %	0.79%	1.03%

GOAL B: Bay Bank will strive to attain a minimum 7.00 % Return on Equity for the year ending December 31, 2023. Return on Equity (ROE) is the measurement of how well the bank is performing for its stockholder.

2023 ROE Goal	2023 YTD ROE Actual	2022 Peer Group Average
7.00 %	10.82 %	12.14 %

Bay Bank had budgeted total loans for the quarter ended June 30, 2023, in the amount of \$ 89.1 million. Total loans on June 30, 2023, were \$ 89.2 million, an increase of \$ 0.1 million from budget. Loans increased \$ 13.5 million over the 12-month period ended June 30, 2023.

Bay Bank had budgeted total deposits for the quarter ended June 30, 2023, in the amount of \$193.8 million. Total deposits on June 30, 2023, were \$ 200.0 million, an increase of \$ 6.2 million over budget. Deposits increased \$ 22.7 million for the past twelve months, the result of increase in transaction accounts, savings deposits, and time deposits.

H.

MEETINGS

Monthly meeting on the fourth Thursday of each month. Well attended.

Accept the Oneida Airport Hotel Corporation FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

- Open Executive – must qualify under §107.4-1.
Justification: *Choose or type justification.*

3. Requested Motion:

- Accept as information; OR
Request a motion to accept the OAHF FY23 3rd Quarter Report

4. Areas potentially impacted or affected by this request:

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

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

Oneida Airport Hotel Corporation
Radisson Hotel & Conference Center
Quarterly Report
For the quarter ended: June 30, 2023

Narrative Section

Business practice, market overview, place within market:

- Q3 STR Occupancy 49.1% down to comp set; ADR \$115.88 over comp set; RevPar \$56.88 down to comp set. YOY loss due to Red Lion Appleton now a Hilton.
- Sales team currently at Director Sales, 2 Sales Manager's, Corporate Revenue Manager, 2 Catering Manager's, Sales & Catering Admin and Catering Coordinator

Competitive analysis:

- Transient guestrooms midweek has been identified as down to comp set – working on increasing this through brand promotions and working with Aimbridge Revenue team.
- Group business strong and up over comp set; transient is the need area and are trying to combat this with occupancy over rate.

Strategies for improved value:

- Developed packaging & incentive bookings for Corporate/Association Meetings, Tour & Travel, Wedding, Travel Agents, and Transient markets to gain short term bookings for need months.
- Working with Radisson Corporate in all Sales markets to gain leverage and recognition, as well as utilizing their Meeting Planner incentive programs and transient booking promotions.
- Working with Aimbridge Regional properties to gain leverage and recognition.
- Working closely with Discover Green Bay (formerly CVB) in all Sales markets to keep top of mind and participate in all sales initiatives.
- Attended Connect Marketplace in April to gain leverage with future SMERF, Association and Corporate Group business.

Material changes or developments in market/business:

- Red Lion in Appleton now a Hilton – in our STR comp set.
- Holiday Inn Appleton now a DoubleTree by Marriott – in our STR comp set.
- Hampton Inn property near Lambeau Filed open June 2023– 89 room property.

Market growth:

- Legacy Hotel broke ground, due to open Spring 2024 – 79 room property.

Pending legal action:

- Yes

Accept the Oneida ESC Group, LLC FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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:

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

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 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 type="checkbox"/> Unbudgeted | <input checked="" type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Other: <i>Describe</i> | |

8. Submission:

Authorized Sponsor: Kirby Metoxen, Councilman

Primary Requestor: Jeff House, Oneida ESC Group



Oneida ESC Group, LLC

3rd Quarter Report – FY23

August 23, 2023

OESC Board of Managers:

John L. Breuninger, Chairman

Jacquelyn Zalim

Leslie Wheelock

Oneida ESC Group, LLC

Oneida ESC Group, LLC (OESC), was formed in 2012 as a holding company to house subsidiaries to conduct business with the federal government, state and municipal governments and commercial and industrial customers throughout the world. OESC has nine (9) subsidiaries, Oneida Total Integrated Enterprises (OTIE), Mission Support Services (MS2), Oneida General Mechanical Corp (GMC), Sustainment and Restoration Services (SRS), Oneida Engineering Solutions (OES), Oneida Environmental (OE), Oneida LG2 Environmental (LG2), Oneida Professional Services (OPS), and 1822 Land and Development Company of Oneida (1822).

OESC's subsidiaries are supported by OESC with general management and administrative functions, including accounting and contracting management, human resource management, IT support, overall management, and marketing, bid and proposal. Below is a summary of OESC and its subsidiary's activities.

Narrative Report

a. Explanation of the core of the Corporation's business practices and market overview

OESC's subsidiary limited liability companies focus on contracts issued by the government agencies, (federal, state, and local) and commercial customers for engineering, science (environmental) construction, professional services, and real estate development work. OESC's revenue is derived from the subsidiaries that operate in the full and open market as well as the Small Business Administration Business Development Markets primarily as 8(a), Small Business, and Disadvantage Business Enterprise designated companies when and where appropriate.

OESC and its subsidiaries are a highly technical organization providing research/Investigation, design, construction services, engineering, and project management. Oneida ESC Group operates in four core services:

- Environmental services – Assessment, investigation, design, testing, NEPA, biological, action planning, project management, and more.
- Construction– Repair, service, abatement, renovation, demolition, mechanical systems, electrical services, and new construction.
- Engineering Services – Design and project managements for site and site design, mechanical, electrical, plumbing, civil, structural, transportation, survey, water / wastewater systems and storm water management.
- Real Estate Development – Commercial and light industrial tenants, Low Income Housing Tax Credit (LIHTC) multi-family housing.

Oneida Total Integrated Enterprises (OTIE) – Competes in the full and open marketplace as a small business (less than 750 employees). Core competencies include environmental services, environmental remediation, engineering services and project management.

Mission Support Services (MS2) –Graduated the US Small Business Administration on March 15, 2023. MS2 is focused on construction management. Core competencies include construction management services, new and renovated structures, HVAC systems and controls Utility systems - water, sewer, gas, electrical, electrical power generators, transformers, and distribution, Communication and security systems, interior remodeling,

Oneida ESC Group, LLC

MS2 sells to the federal market, commercial and tribal markets.

General Mechanical Corporation (GMC) – Operates mainly as an HVAC Contractor but has performed both General Contracting and Electrical Contracting in Eastern FL. Company has been accepted into the SBA 8(a) Business development Program on November 2, 2022.

Sustainment & Restoration Services (SRS) – 8a Graduation date is February 18, 2024. SRS core competencies include facility investigations, corrective measures design/implementation, remedial designs/remedial actions, assessment, and environmental cleanup, wetland's assessment and wetlands restoration design, brownfields, phase I & II ESAs, asset inventory, evaluation, environmental engineering and design, and wastewater treatment and sewerage systems.

LG2 Environmental Services (LG2) - is a full-service environmental services company that provides a wide range of quality, responsive environmental services in southeastern US. LG2 experience and capabilities include archaeological and cultural resource assessments; natural resource assessment and management (wetlands, biological assessments, aquatic, and other biology), site contamination assessment and remediation, environmental compliance, NEPA documentation, for Federal, State, and Local government permitting projects.

Oneida Professional Services (OPS)- is a full spectrum professional services group providing a wide array of manpower solutions to government and commercial clients. Services include training and educational support services, a broad spectrum of specialized technical support for complex training environments and advanced learning for the Naval Postgraduate School, master's and PhD-level engineers and research scientists. OPS also provides manpower needs for software engineering services.

Oneida Engineering Solutions (OES) – OES focuses on performing transportation engineering services for governmental agencies (Federal, State and Local). OES provides engineering for urban/rural roadways, interstate highways, interchanges, capacity expansions, bridges, roundabouts, local streets, and parking lots. OES is certified as a Disadvantage Business Enterprise in the State of Wisconsin.

Oneida Environmental (OE) - provides archaeological and cultural resource assessments; natural resource assessment and management (wetlands, biological assessments, aquatic, and other biology), NEPA documentation for Federal, State, and Local government permitting projects.

1822 Land and Development Company of Oneida (1822) – 1822 is a real estate holding company that owns, leases and sub-lease various real estate holdings in and around the Oneida Nation Reservation. The overall goal is to grow the portfolio that meets the needs of the Oneida Nation and Northeastern WI.

b. Explanation of the Corporation's current place within the market

OESC operates in a fiercely competitive and expanding market. An abundance of Architecture / Engineering / Construction (AEC) firms that provide similar services to those offered by OESC. Competitive factors for our success include performance reputation,

Oneida ESC Group, LLC

network, price, geographic location, and availability of technically skilled personnel.

Three of the top five federal spending agencies awarding non-competitive contracts are OESC customers.

c. Explanation of the outlines of strategies by the Corporation for improved value in the market

OESC's subsidiaries are positioned to take advantage of existing relationships, contracts, and networks OTIE has established since 2008.

We continuously evaluate solutions to broaden and capture a larger share of the Federal and State markets. Each subsidiary operates based on primary NAICS codes with secondary NAICS codes that overlap with the sister companies.

d. Explanation of the Corporation's relative performance vs. competitors and identification of key competitors within the market

Our competitors include Small Businesses, Alaskan Native Corporations (ANCs); Native American Owned, and tribally owned small businesses; and Native Hawaiian Organizations (NHOs). Each of these are in a category of small business that may be awarded prime contracts without competition. Oneida ESC subsidiaries also compete against other 8(a) firms for set-aside acquisitions, including small businesses that are categorized as Woman-Owned, HUB Zone, Service-Disabled Veteran Owned small business, and others. Finally, Oneida ESC competes in full and open markets without restrictions.

Typical competitors include Small Business firms with fewer than 750 employees in NAICS 562910, Environmental Remediation. Another area of significant competition is the regional Transportation Engineering firms in Wisconsin for WI DOT work (OES).

e. Explanation of any material changes or developments in the market or nature of business the Corporation is primarily engaged in since the last reporting period.

The labor market continues to be tight. In addition to our internal recruiting programs, we are utilizing external recruiters. Staffing is pretty good, but employees are constantly being recruited by both competing firms and customers.

The construction industry is still in a state of flux. As indicated for the past year, lead times for some materials and components are getting better but for other items is extremely long. Labor is still high, supply chain issues remain, and demanding customers make the construction industry a challenge. We continue to work our SBA 8(a) status where sole sourcing allows us to negotiate rates and profitability.

f. Identification of the primary goals and targets of the Corporation and progress made towards accomplishment of the same

Goals for Oneida ESC Group

Growth at a sustainable rate is the primary business goal for OESC. Financial reward for OESC occurs when we align our investment strategies according to our client's mission priorities.

Targets for OESC Subsidiaries:

Opportunities continue to exist in geographies where all companies have successful past performance and where personnel involved in such projects have established strong relationships with teaming partners and clients. Opportunities continue to emerge based on the combined efforts of OESC's marketing and sales efforts. Target clients continue to include Department of Defense agencies (various bases – Navy, Air Force, and Army), The Environmental Protection Agency, Bureau of Indian Affairs, WI Department of Transportation, Milwaukee Metropolitan Sewer District, and the Oneida Nation.

New target clients include extended services on existing bases, geographical growth on “new” bases where OESC has not performed work on in the past, municipalities geographically related to OESC offices and other Tribal Nations.

g. Identification of key elements for success in strategies given, including risks, resources, and relations available and needed to successfully fulfill outlined strategies
Key elements for success in the OESC model include:

- Meeting performance indicators, including safety, staff turnover, profitability, staff utilization, backlog, and capacity.
- Adapting to a changing customer base, contract type, or key skill set. We recognize and reconfigure based on identified needs to deliver strategic growth.
- Identification of contract capacity and access is under regular review.
- Increasing our geographic footprint and capabilities.

Risk in the marketplace

- We operate in highly competitive industries.
- Contracting is often erratic and unpredictable; cancellations or delays in pending awards by government agencies could adversely affect us.
- International operations carry additional risk.
- Loss of key personnel
- Adoption of new contract laws or regulations.

h. Identification of medium (two to five year) and long (greater than five year) prospects and sustainability of the Corporation given the present status, strategies, and risks

Our medium and long-range prospects for sustainability are balanced by business diversification and consistent project management delivery.

We have successfully groomed long-term business relationships with key US Agencies for services delivered around the world. Contracting with the US government remains a reliable strategy in terms of payment, stability, and growth opportunity.

Medium-term prospects

OESC's prospects in the two- to five-year term rely on our sturdy performance in engineering, science, and construction to existing clients; adjacent clients/services and

Oneida ESC Group, LLC

geographic areas; and new service offerings to new clients. OESC continues to focus on business development and talent acquisition to meet our growth metrics.

Long-term prospects

OESC envisions steady growth with our key customers over the long term. OESC is nimble and agile, allowing us to focus on governments funding flows.

Continued reliance on low-price awards is a staple in our business model and we continue to adjust the pricing structure to ensure that we remain competitive. We continue to concentrate marketing efforts on maximizing our return on investment through expanding support for existing customers, developing tasks under existing contracts, and collaborating with firms that need either small business participation or our specialized expertise.

i. Explanation of market growth (if any) experienced by the Corporation, identifying sources of growth (i.e., organic growth through market share increase, volume of business increase, acquisition of competition or other assets, etc.)

Our growth has been mostly organic and is based on our reputation in the market. We have re-aligned our corporate brand by including Oneida in all business names moving forward. We have made a concerted effort draw on our expertise in the polyfluoroalkyl substances (PFAS) and Perfluorooctanoic acid (PFOA) remediation market. We also see growth in our traditional engineering services such as civil, mechanical, electrical, and structural.

Oneida ESC Group, LLC

- j. Summary of the assets of the Corporation, including but not limited to its financial, physical, employee, customer, brand or intellectual property, and supply assets.**

OESC ASSETS
<p><u>Financial (On Balance Sheet)</u> Cash –Checking Account Work In Process on Current Projects Fixed Assets such as Vehicles, Furniture and Fixtures, and Miscellaneous Equipment Other Assets such as Prepaid Expenses, Investment</p>
<p><u>Employees</u> OESC: Oneida ESC Group (Holding Company) - 49 EEs OTIE: Oneida Total Integrated Enterprises (Engineering and Environmental - 132 EES 1822: 1822 Land and Development Co of Oneida (Real Estate Development) -1 EE MS2: Mission Support Services (Construction Management) - 38 EE GMC: General Mechanical Corp (HVAC/Piping and Electrical Contractor) -17 EEs SRS: Sustainment Restoration Services (Environmental Services) - 126 EEs LG2: LG2 Environmental Services (Cultural and Natural Resources) - 64 EEs OES: Oneida Engineering Solutions (Transportation and Engineering) - 46 EEs OPS: Oneida Professional Services (Staffing Resources Services) - 23 EES Oneida Environmental (Environmental Services) -3 EEs</p>

- k. Summary and status of any pending legal action to which the Corporation is a party and any relevant government regulation to which the Corporation may be subject.**

USACE Huntington District has directed OTIE to perform additional excavation work that OTIE considers to be out of scope on one of OTIE's remediation projects at the Plum Brook Ordnance Works site in Ohio. OTIE worked with counsel and submitted a claim on April 14 for a price of \$1,087,160.15. The government responded with an offer to pay \$73,962.03. OTIE is in the process of appealing the decision to the Armed Services Board of Contract Appeals.

Oneida ESC Group, LLC

Disclosure Report

(a)

Board Member	Title	Time in Position	Date renews or expires
John L. Breuninger	Chairman of the Board	12/18/16 to present	6/2024
Jacquelyn Zalim	Board Member	3/14/12 to present	6/2025
Leslie Wheelock	Board Member	12/13/16 to present	6/2023

(b)

OESC Key Management Personnel	Title	Time in Position	Date Renews or Expires
Jeff House	President/CEO	1/1/2017	1/1/2024

(c) Summary of any financial or familial relationship between any board or Company key management personnel

None

a. Summary of any financial or familial relationship with any current member of OBC or any member of any regulatory body within Oneida such as a board committee or commission charged with regulating the Corporation's industry or activities.

None

b. Names of any other person, whether it be a business in any legal form or an individual, doing business with the Company for purposes of mutual enterprise – JV; membership in an LLC together; partnership; acquisition as a subsidiary.

OTIE has a majority interest in OTIE-RS&H JV, OCH JV, OTIE-Ahtna JV, OTIE-ERRG JV, and OTIE-Merrick JV. The Company has an equal interest in OTIE-PWT JV. The Company has a minority interest in Tetra Tech – OTIE JV and NDN-OTIE JV.

MS2 has a majority interest in MS2-MEC JV.

SRS has a majority interest in SRS-CAPE JV, SRS-ERRG JV, SRS-RFI JV, SRS Battelle JV, SRS-BB&E JV, SRS-Alliant JV and SRS-CAPE II JV. SRS has a minority interest in Alliant-SRS JV. SRS is the sole owner of LG2 Environmental Solutions, Inc.

OES has a minority interest in Dane Partners, and a majority interest in OES-Pond JV and OES-Pond II JV.

Oneida ESC Group, LLC

- c. Summary of financial transactions or relationships between those listed in (d).
- d. Names of any other person, whether it be a business in any legal form or an individual, doing business with the Company for purposes of mutual enterprise – JV; membership in an LLC together; partnership; acquisition as a subsidiary.
- i. The OTIE-RS&H JV is a joint venture formed between OTIE and Reynolds, Smith & Hills, Inc. to perform work with the Air Force Civil Engineering Center (AFCEC). The JV also holds a contract to perform work with the U.S. Army Corps of Engineers (USACE) Japan District.
 - ii. The OCH JV is a joint venture formed between OTIE and CH2M Hill to perform work for EPA under the Environmental Services and Operations contract I CLIN 2 (Regions 4, 5, 6 and 7) and CLIN 3 (Regions 8, 9 and 10), and to perform work for NAVFAC Southwest under the Multiple Award Remedial Action Contract.
 - iii. OTIE-PWT JV is a joint venture formed between OTIE and Pacific Western Technologies, Ltd. to perform work for USEPA under the Design and Engineering Services (DES) contract for CLIN 3 (Regions 8, 9 and 10).
 - iv. OTIE-Ahtna JV is a joint venture formed between OTIE and Ahtna Environmental, Inc. to perform work for an EPA Remediation Environmental Services small business set-aside contract.
 - v. OTIE-ERRG JV is a joint venture formed between OTIE and Engineering / Remediation Resources Group to submit a proposal to Naval Facilities Engineering Command Southwest for a Remedial Action Contract.
 - vi. OTIE-Merrick JV is a joint venture formed between OTIE and Merrick & Company to perform A&E services for the Air Force Civil Engineering Center.
 - vii. Tetra Tech – OTIE JV is a joint venture formed between Tetra Tech, Inc. and OTIE to submit a proposal to USACE Tulsa for an Environmental Remediation Services contract.
 - viii. NDN-OTIE JV is a joint venture formed between The NDN Companies, Inc. and OTIE, formed under the Mentor-Protégé arrangement between NDN and OTIE. The JV was formed to submit proposals to various federal government clients for environmental work.
 - ix. MS2-MEC JV is a joint venture formed between Midwest Environmental Controls and MS2 to perform work under a Demolition Abatement contract at Edwards AFB. The joint venture was approved by the US SBA on August 14, 2015.
 - x. SRS-CAPE JV is a joint venture formed between SRS and CAPE Environmental Management to perform work for USACE Seattle on a Pre-placed Remedial Action Contract. The joint venture was approved by the US SBA on December 12, 2017. The JV received an 8a sole-source award from USACE Kansas City District.
 - xi. SRS-ERRG JV is a joint venture formed between SRS and Engineering / Remediation Resources Group to submit a proposal to Naval Facilities Engineering Command Southwest for an Environmental Multiple Award Contract. The joint venture was approved by the US SBA on April 12, 2018.
 - xii. SRS-RFI JV is a joint venture between SRS and Robotics Fabrication, Inc. to perform munitions response work for USACE Huntsville. SBA approved the JV on September 16, 2019. USACE Huntsville awarded a contract for munitions work to the JV.
 - xiii. SRS Battelle JV is a joint venture between SRS and Battelle, formed under the Mentor-Protégé arrangement between SRS and Battelle. The JV will submit a proposal to USACE Norfolk District for an Environmental Services contract and will submit a proposal to USACE Tulsa District for an Environmental Remediation Services contract. The joint venture was approved by the US SBA on September 21, 2020.

Oneida ESC Group, LLC

- xiv. SRS-BB&E JV is a joint venture between SRS and BB&E, Inc. The JV submitted a proposal to Army Combat Command – Aberdeen Proving Ground for environmental compliance services at Fort Huachuca, which was not awarded to the JV. The joint venture was approved by the US SBA on October 19, 2020.
- xv. SRS-Alliant JV is a joint venture between SRS and Alliant Corporation. The JV was awarded a contract with USACE Louisville for A&E services for environmental engineering.
- xvi. Alliant-SRS JV is a joint venture between Alliant Corporation and SRS. The JV submitted a proposal to USACE Tulsa for a Service-Disabled Veteran Owned Small Business set-aside contract for environmental remediation services.
- xvii. SRS-CAPE II JV is a joint venture between SRS and CAPE Environmental Management to perform work for USACE Kansas City District on an environmental demolition contract. The joint venture is in the process of requesting/receiving approval by the US SBA.
- xviii. Dane Partners is a joint venture formed between Ayres Associates Inc., EMCS Inc., Short Elliot Hendrickson Inc., and OES to pursue projects with the Wisconsin Department of Transportation. OES has a 25% interest in Dane Partners.
- xix. OES-Pond JV is a joint venture between OES and Pond Company. The JV is approved by SBA as a Mentor-Protégé. The JV submitted a proposal to USACE Sacramento District for AE Design and Investigation and submitted a proposal to the U.S. Air Force for Mechanical and Electrical Engineering Services at Hurlburt Field.
- xx. OES-Pond II JV is a joint venture between OES and Pond Company. The JV is set up to receive 8(a) contracts and will request approval from SBA if the JV seeks a sole-source award.

Accept the Oneida Golf Enterprise FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 8/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

Proprietary - trade secrets/commercial/financial

3. Requested Motion:

Accept as information; OR Enter the requested motion related to this item.

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

MIS

Gaming/Retail

Boards, Committees, or Commissions

Other:

5. Additional attendees needed for this request:

Name, Title/Entity OR Choose from List

Joe Hanrahan, GM

6. Supporting Documents:

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

7. Budget Information:

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

8. Submission:

Authorized Sponsor: Justin Nishimoto, Business Analyst

Primary Requestor: _____



Memorandum

To: Justin Nishimoto

From: John Hilker, PGA

CC: Joe Hanrahan

Date: June 30, 2023

RE: FY2023 Q3 Business Report – Thornberry Creek at Oneida

a) *Explanation of the core of the Corporation's business practices and market overview*

Thornberry Creek at Oneida is a 27-hole championship golf facility that includes a driving range, two practice putting greens, and a short-game improvement area. We also boast a 68,000 square-foot clubhouse that offers a full-service bar and restaurant, along with three unique event and banquet spaces that can accommodate 20 to 300+ guests. During the winter months, guests may take advantage of the two indoor golf simulators. Thornberry Creek is unique in that it offers its guests many amenities typically only found in private country clubs.

The recreational golf boom of 2021 continued in 2022, with more than 600,000 rounds being played across the state during the year. Thornberry Creek is uniquely positioned to be a major benefactor of the game's growth as we build on our reputation as a premier golf destination in Northeast Wisconsin.

Our bar and restaurant business has tremendous growth potential. By offering a menu that is curated for our golf audience, but is also accessible and attractive to casual diners is a strategic shift that we believe will be key to our success in 2023. Translating success during golf season into reciprocal business during the off-season will be a key factor in sustaining year-round profitability.

b) *Explanation of the Corporation's current status within the market*

Offering 27-holes of championship golf on two distinct courses allows Thornberry Creek to uniquely position itself across multiple markets. The nine-hole Iroquois Course is a more casual, social experience that caters to golfers of all skill levels and ages. The 18-hole Legends Course is tailored to the more serious golfer or group looking for a premium level experience. Our renewed focus on providing a top-level experience and value commensurate with price paid has been well-received. Despite having the highest green fees in the area, we have not seen a reduction in rounds and revenue has actually increased.

Much like golf, our banquet facilities are not the least expensive in the area, however, we have positioned ourselves as one of the top venues in the area through outstanding service and presentation. While we can work with any budget for a number of different types of events, we typically can provide the best value to those with higher end budgets.

Our bar and restaurant has moved away completely from fine dining, instead focusing on elevated sports pub fare. We are making efforts to become a destination for sports viewing in the area by focusing on non-peak season specials and offerings, driving off-season business.

c) *Explanation of the outlines of strategies by the Corporation for improved value in the market*

Thornberry Creek at Oneida will implement a multi-pronged strategy to stabilize and maximize key revenue initiatives by focusing on, and adhering to our core strategies and values, while continuing to implement the following strategic imperatives:

- i) Pivot to Premium Pricing Strategies –Our dynamic pricing model allows us to adjust pricing based on demand throughout the day. While rounds have been relatively flat year-over-year, we've seen increased revenue through a higher ADR.
- ii) Drive Demand into Supply on the Golf Courses – One of our greatest YOY successes has been the revitalization of stay and paly packages in conjunction with the Radisson Hotel. We have seen guests from this avenue every weekend. We have plans to come up with more attractive packages and also, expand to other hotels in the area.
- iii) Effectively Sell in All Areas of the Facility – The Sales team has taken on a more active role in soliciting golf outings which are a great source of revenue and exposure, especially on weekdays. We also are looking to expand into large, non-wedding events as we see fewer large weddings book.
- iv) Improve Customer Experience at All Touchpoints – Our NPS index has increased greatly YOY due to a return to the core tenets of True Service. We will continue to train new and returning staff on these values to drive our NPS scores even higher.
- v) Implement an Enhanced Organization Structure and Processes – We have had a full management team since May, which has led to amore consistent message from the business to all stakeholders.

d) *Explanation of the Corporation's relative performance vs. competitors and identification of key competitors within the market.*

While data on relative performance vs. competitors is not available, below is a summary of how we are positioned in the market from the perspective of cost and amenities offered:

- e) *Explanation of any material changes or developments in the market or nature of business the Corporation is primarily engaged in since the last reporting period.*

Not applicable

- f) *Identification of the primary goals and targets of the Corporation and progress made towards the accomplishment of the same*

Following is a stated operational objective, followed by the results of the current year compared to the previous year, and a goal for the current year:

- i) Continue to increase Course & Grounds revenue by developing strategies to deliver overall rounds growth at optimal ADR in key segments

- g) *Identification of key elements for success in strategies given, including risks, resources and relations available and needed in order to successfully fulfill outlined strategies.*

One of the key elements to our success is stability in leadership and the growth of our management team. We are pleased to report that our management team has been full since May 22, 2023:

- Joe Hanrahan, General Manager (12/1/2022)
- Lee Thomas, Controller (1/9/2023)
- Cody Franke, PGA, Head Golf Professional (2/20/2023)
- Aubrey Winters, Sales & Marketing Manager (12/1/2022)
- Brandon Bunker, Director of Food & Beverage (5/22/2023)
- Sean Ahnen, Facilities Manager (2/20/2023)
- Sieria Vieaux & Jenni Appel, Banquet & Event Sales Managers
- Steve Archibald, Course Superintendent

As of June 30th, 2023, all managers above remain in place.

Seasonal staffing levels are high, with full staffs across several areas of the business. Golf, restaurant front-of-house, and course & grounds are at higher levels than previous years at this point, while we continue to hire for heart of house and banquet.

Other risks include not tailoring our hours to fit the demands of the business. Our goal is to be a seven day per week, twelve-month operation, however, the demand has to be present in order to justify the labor cost. Currently, the plan is to have kitchen and bar service daily unless demand dictates otherwise.

- h) *Identification of medium (two to five year) and long (greater than five year) prospects and sustainability of the Corporation given present status, strategies, and risk.*

Thornberry Creek at Oneida is uniquely positioned in the market to sustain and grow in both the short, and long-term. Our status as a premier golf destination in Northeastern Wisconsin should be further leveraged to promote and increase our share of visiting golfers to the area. In addition, there is ample opportunity given the growth of the surrounding areas to further grow our pub and restaurant business by establishing ourselves as a dining destination for the residents in these neighboring communities. Adherence to and enhancement of the strategies laid out above will lead to both medium-term and long-term success in both of these areas.

- i) *Explanation of market growth (if any) experience by the Corporation, identifying sources of growth (i.e., organic growth through market share increase, volume of business increase, acquisition of competition or other assets, etc.).*

Any growth has been organic in nature and has not been the result of any competitive or capital acquisitions or investment.

- j) *Summary of the assets of the Corporation, including, but not limited to its financial, physical, employee, customer, brand or intellectual property, and supply assets.*
- k) *Summary and status update of any pending legal action to which the Corporation is a party and any relevant government regulation to which the Corporation may be subject.*

Not applicable

Financial Report Analysis

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www.kempersports.com

Please find attached all financial reports for FY23 Q2. The following notes apply to those reports:

- Revenue, while slightly behind plan, is well ahead of previous year pace and is on track to approach plan for the year.
- Payroll and COGs remain higher than anticipated due to labor costs and inflationary markets
- Expenses have been going down in recent months as we approach our busiest time of year.
- Costs to update and maintain the facility are increasing. We are exploring all opportunities to cut costs in areas that will help pay for investments into facility improvements.

Accept the Community Development Planning Committee FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 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> | | |

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: Brandon Stevens, Vice-Chairman

Primary Requestor: Brooke Doxtator, BCC Supervisor

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: BDOXTAT1



CDPC Members

Brandon Stevens, CDPC Chair
Daniel Guzman King, CDPC Vice-Chair
Kirby Metoxen, CDPC Member

Marie Cornelius, CDPC Member
Tehassi Hill, CDPC Member

Purpose

To ensure that the Land Use Plan, Comprehensive Plan, Vision Oneida Plan, Housing Plan, all economic development efforts, and land use recommendations are working in coordination with each other to improve the Oneida Tribal community and operations.

Meetings

The CDPC meets every 1st Thursday of the month at 9 a.m. virtually via Microsoft Teams.

Activities Summary

For the 3rd quarter of FY-2023, three regular CDPC meetings were held in April, May, and June.

Highlights

Oneida Nation Burial Grounds

This project proposes to expand the existing Sacred Burial Grounds to the east on the adjoining parcel. The parcel (HB-251) contains 38.06 acres, of which only a portion will be used for expanding the cemetery as denoted in the hydrogeology review report. Mainly the south and west portions of the parcel will be used. The property topographic survey is complete, and the Project Teams is reviewing design options.

OES completed the concept design, and the proposed layout includes 3,780 new plots. The Project Teams is developing a project information package for the community.

Multi-Family Housing

This proposed project would develop multi-family residential units (apartments) to address the housing needs of the Oneida Community that are currently not offered or are in limited supply. The proposed project will develop a total of 18 (18) apartment units with a mixture of two (2) and three (3) bedroom units. The units will be managed by the Comprehensive Housing Division. The Army Corps of Engineers has determined that mitigation for the wetland impacts will be accomplished through the purchase of Wetland Mitigation Bank Credits. Schematic floor plans and elevations continue to be refined by the team.

Oneida Nation High School

This proposed project is to remove the current Oneida Nation High School (ONHS) academic program from its location within the Norbert Hill Center into a new facility. A new school would provide the opportunity for improved educational programs which would attract a larger student body and expand the learning experience. The Nation's goal is to provide a safe, functional learning environment that serves as the foundation for a quality educational experience of all students, families, and the Oneida Community. ^yehya?tuhs kayntehlihake "Someone will be educated".

This project is being coordinated with the Oneida Recreation Complex project.

Oneida Recreation Complex

This proposed project would provide a centrally located community recreation complex which supports the social, cultural, physical, and recreational needs of the Oneida Community. The project that will address a holistic approach to providing community recreational and social programming. The facility will consist of: aquatics, aerobics, gymnasiums, fitness and body building, youth learning and activity components, arts and craft center, events areas, outdoor sports fields and ropes course.

This project is being coordinated with the Oneida Nation High School project. The intention is for them to share a site/campus.

Meat Processing Facility

The Oneida Nation Meat Processing Facility feasibility study final report was presented to the CDPC in June.

The project objectives

The Oneida Nation engaged New Venture Advisors (NVA) to evaluate the feasibility of a meat processing facility potentially being developed for the Nation. The study was conducted by NVA between January and September 2022. Three goals regarding food sovereignty, food security and skill development and job creation were considered. The study's research, operational and financial elements were outlined in the report.

The CDPC supports this project and asked for it to be forwarded to the Business Committee at their June work session.

Accept the Finance Committee FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept and/or approve the Finance Committee Q3 Report

4. Areas potentially impacted or affected by this request:

Finance

Programs/Services

Law Office

DTS

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 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 type="checkbox"/> Unbudgeted | <input checked="" type="checkbox"/> Not Applicable |
| <input type="checkbox"/> Other: <i>Describe</i> | |

8. Submission:

Authorized Sponsor: Keith Doxtator, Chief Financial Officer

Primary Requestor: Melissa Alvarado, Office Manager

FINANCE COMMITTEE

FY23 – Third Quarter Report (Apr. to Jun. 2023)

Approved by Official BC Action on: 7/19/95

PURPOSE: The Finance Committee (FC) is a working Sub-Committee of the Oneida Business Committee. Responsibilities include recommending financial decisions related to Nation policies, and oversight /guidance of organizational expenditures in support of the mission, values, and strategic goals of the Oneida Nation.

WHO WE SERVE: The FC works with all departments to ensure expenditures of any substantial amount are procured in the most cost effective and fair manner; as established by the processes and procedures of the Purchasing Procurement Manual. The FC also serves Oneida Community groups, tribal veterans' groups, local charitable organizations, and Oneida members through Finance Committee Donations and the Oneida Finance Fund.

FINANCE COMMITTEE MEMBERS: Members include two BC Council Members Jennifer Webster and Kirby Metoxen; the Treasurer, Cristina Danforth who chairs the meetings; Chief Financial Officer, Keith Doxtator who acts as the Vice-Chair; Gaming General Manager, Louise Cornelius; Purchasing Director, Patrick Stensloff; and a Community Elder Member (position is currently vacant). Chad Fuss, Assistant Gaming CFO and RaLinda Ninham-Lamberies, Assistant CFO are alternates for the GGM and CFO.

MEETINGS: Meetings are held twice a month, on a Monday one week prior to the regularly scheduled BC meetings. In the 3rd Quarter, the Finance Committee held six regular meetings on: Apr. 3rd; & 17th; May 1st; & 15th; Jun. 5th; & 19th, 2023. There were no work meetings.

GOALS: The identified goals of the Finance Committee are as follows and will be reviewed and or updated later in FY2023.

1. To support and improve all processes, procedures, laws, budgets, and resolutions that pertain to responsible financial oversight/expenditures for the Nation.
2. Demonstrate consistent community commitment by providing Donations to Not-for-Profits, Veteran's groups, and charitable organizations; and by offering Oneida Finance Funds/Products to the Oneida membership and Oneida community groups.

INTERNAL OPERATIONS/DEPARTMENT ACTIVITIES

In the 3rd Quarter the Finance Committee reviewed and approved Thirty-Five (35) requests from the organization for a total of \$10,348,129.63. The requests consisted of Increase FY23 Blanket Purchase Orders, Gaming & Program Capital Expenditures, Change Orders, service agreements, Government to Government Agreements, vendor service contracts, and various service contracts.

Informational requests are reported to the Finance Committee to provide transparency within the organization of business activities/procedures; Intergovernmental Agreements; and Reports for and by the FC. In the Second Quarter the FC reviewed Ten (10) informational items and internal reports including: FC Monthly Reports, follow-up reports, and Slot Lease/Percentage/Free Trial Games.

INVESTMENT UPDATES

There were no updates in the Third Quarter.

ONEIDA FINANCE FUND

The Finance Committee reviews Oneida Finance Fund (OFF) requests at their first meeting of each month. The Fiscal Year 2023 funding for use is \$50,000.00. Per the FC Community Fund criteria all approved funding requests represent the following categories:

- 1.) Self-Development;
- 2.) Community Events; and
- 3.) Fundraising activities.

In the 3rd Quarter the Finance Committee reviewed and approved Forty-Three (43) OFF funding requests for a total amount approved of \$17,203.52. The OFF balance at the end of the 3rd Quarter is \$5,023.16. There were Four (4) product requests this quarter with the total amount of 85 cases. The balance for product is 207 cases. Attached is a listing of 3rd Quarter requests.

FINANCE COMMITTEE DONATIONS

The Finance Committee reviews Donation requests at their second meeting of each month. The Donation allocation for Fiscal Year 2023 is \$100,000. Per the FC Donation criteria all requests approved represent the following categories: Oneida Community Causes; Local Groups (charitable); and Nation Groups (Indian Affiliated). There were five Donation requests in the Third Quarter for a total of \$15,000 leaving a of balance of \$72,000. All five requests were from local groups. See attached summary.

FY 2023 Oneida

Finance Fund

THIRD QUARTER FUND REQUEST

Q3	Mtg Date	Name of Requester	Req. Category	Title /Description	Req Amount	FC Action
1	4/3/23	Amber VanDen Heuvel	SelfDev-Youth	AAU Basketball Team 1848 Registration for son	\$ 500.00	Approved
2	4/3/23	Kelly Mc Andrews	SelfDev-Youth	Top Line 7v7 2023 Travel Team fees for son	\$ 500.00	Approved
3	4/3/23	Wesley Bridges Jr.	SelfDev-Adult	SOAR Camp Onaway fees	\$ 500.00	Approved
4	4/3/23	Matthew Ninham	SelfDev-Youth	Pulaski Lacrosse Reg fees for son	\$ 225.00	Approved
5	4/3/23	Lorraine Frias	SelfDev-Youth	Piano Lessons for daughter	\$ 432.00	Approved
6	4/3/23	Twila Pamanet	SelfDev-Youth	Starz Gymnastics Academy fees for daughter	\$ 500.00	Approved
7	4/3/23	Nicole Cantu	SelfDev-Youth	Oneida Community Lacrosse Program fees for daughter	\$ 56.70	Approved
8	4/3/23	Michelle John	SelfDev-Youth	Oneida Community Lacrosse Program fees for son	\$ 86.40	Approved
9	4/3/23	Michelle John	SelfDev-Youth	Oneida Lacrosse & No Limit Basketball fees for son	\$ 450.00	Approved
10	4/3/23	Andrew Doxtater	SelfDev-Youth	Football Camp Reg. for son	\$ 332.05	Approved
11	4/3/23	Andrew Doxtater	SelfDev-Youth	Golf Lessons & Art Lessons for son	\$ 439.52	Approved
12	4/3/23	Orianna Killspotted	SelfDev-Youth	Swim Lessons for son	\$ 145.80	Approved
13	4/3/23	Orianna Killspotted	SelfDev-Youth	Swim Lessons for daughter	\$ 145.80	Approved
14	4/3/23	Matthew Ninham	SelfDev-Youth	WI Junior Golf Tournament fees for daughter	\$ 500.00	Approved
15	4/3/23	Elijah Metoxen	SelfDev-Youth	Swim Lessons for son	\$ 145.80	Approved
16	4/3/23	Sarah Wunderlich	SelfDev-Youth	Sconnie Lacrosse Player Fees for son	\$ 500.00	Approved
17	4/3/23	Kelly Mextoxen	SelfDev-Adult	YMCA Membership	\$ 204.75	Approved
18	4/3/23	Rhiannon Metoxen	SelfDev-Youth	Oneida Lacrosse & No Limit Basketball fees for son	\$ 250.20	Approved
19	5/1/23	Mary Ann Hendricks	SelfDev-Adult	Xperience Fitness Membership	\$ 500.00	Approved
20	5/1/23	Jose Machicote	SelfDev-Youth	The Congress of Future Medical Leaders National Program fees (Highschool Student)	\$ 500.00	Approved
21	5/1/23	Alicia Summers	SelfDev-Youth	Oneida Community Lacrosse fees for son	\$ 163.00	Approved
22	5/1/23	Vanessa Miller	SelfDev-Youth	The Workshop Basketball Training fees for daughter	\$ 500.00	Approved
23	5/1/23	Jason Danforth	SelfDev-Adult	Grit365 Family Gym Membership	\$ 500.00	Approved
24	5/1/23	Twila Pamanet	SelfDev-Youth	SWAG Softball fees for daughter	\$ 324.00	Approved
25	5/1/23	Constance Danforth	SelfDev-Youth	The Driveway Basketball Camp fees for daughter	\$ 500.00	Approved

26	5/1/23	Marcus Webster	SelfDev-Youth	Summer Hockey Camp & League fees for daughter	\$ 500.00	Approved
27	5/1/23	Samantha Boucher	SelfDev-Youth	Team WI Registration fees for son	\$ 500.00	Approved
28	5/1/23	Tiffani John	SelfDev-Youth	Oneida Lacrosse & No Limit Basketball fees for son	\$ 450.00	Approved
29	6/5/23	Rosa Laster	SelfDev-Youth	Sconnie Lacrosse Player fees for son	\$ 500.00	Approved
30	6/5/23	Sarah Wunderlich Rebecca	SelfDev-Youth	Sconnie Lacrosse Player fees for son	\$ 500.00	Approved
31	6/5/23	Schommer	SelfDev-Adult	WIBE Bible Camp ACL Bridge Training Program fees for	\$ 175.50	Approved
32	6/5/23	Michelle Reed	SelfDev-Youth	daughter Oneida Creek Equestrian fees for	\$ 500.00	Approved
33	6/5/23	Samantha Boucher	SelfDev-Youth	daughter Oneida Creek Equestrian fees for	\$ 225.00	Approved
34	6/5/23	Samantha Boucher	SelfDev-Youth	daughter 20th Annual Share the Care Cancer	\$ 360.00	Approved
35	6/5/23	Connie Danforth	Comm Event	Conference Oct. 25-26, 2023	\$ 750.00	Approved
36	6/5/23	Imani Ninham	SelfDev-Adult	Synergy Performance Training Fees Driver's Ed and Religious Class fees	\$ 500.00	Approved
37	6/5/23	Jason Widi Shoney	SelfDev-Youth	for daughter Junior Golf Tournament fees for	\$ 447.00	Approved
38	6/5/23	Skenandore	SelfDev-Youth	daughter Green Bay Elite Cheer fees for	\$ 500.00	Approved
39	6/5/23	Jesus Hernandez Jr	SelfDev-Youth	daughter Green Bay Elite Cheer fees for	\$ 500.00	Approved
40	6/5/23	Jessica Hernandez	SelfDev-Youth	daughter	\$ 500.00	Approved
41	6/5/23	Mildred Flores	SelfDev-Adult	Cerebral Palsy Classes	\$ 270.00	Approved
42	6/5/23	Rosalyn Danforth	SelfDev-Youth	No Limits Basketball fees for son	\$ 175.00	Approved
43	6/5/23	Sadie Wilson	SelfDev-Adult	One-on-One Beading Lessons	\$ 450.00	Approved
					\$ 17,203.52	

THIRD QUARTER PRODUCT REQUESTS

	Mtg Date	Name of Requester	Req. Category	Title /Description	Req Amount	FC Action
1	5/1/23	Carol Johnson	School Event	Oneida Nation High School - Prom refreshments	15 Cases	Approved
2	5/1/23	John Breuninger	Comm Event	Code Talkers Golf Outing - Refreshments	20 Cases	Approved
3	6/5/23	Lisa Liggins	School Event	Pulaski Boys Tennis 2023 Season	25 Cases	Approved
4	6/5/23	Nick Webster	Comm Event	Oneida Sobriety Round Up June 29, 2023 - Refreshments	25 Cases	Approved

Finance Committee Donations

FY 2023 – Allocation & Expenditures

Budgeted Amount - \$100,000.00

<u>1st Quarter Requests</u>	<u>Amount Approved</u>
1. Oneida United Methodist Church	\$2,500.
2. Greater GB Shop w/ a Cop	\$1,500.
3. Exceptional Equestrians	<u>\$3,000.</u>
	\$7,000. Total
	1st Qtr. Balance \$93,000.
<u>2nd Quarter Requests</u>	<u>Amount Approved</u>
1. Feeding America Eastern WI	\$3,000.
2. YWCA Until Justice Just Is Campaign	<u>\$3,000.</u>
	\$6,000. Total
	2nd Qtr. Balance \$87,000.
<u>3rd Quarter Requests</u>	<u>Amount Approved</u>
1. Brown County BlackJacks Football	\$3,000.
2. Green Bay Southwest Troyettes Inc.	\$3,000.
3. St. John Homeless Shelter	\$3,000.
4. Encompass Early Education & Care Inc.	\$3,000.
5. Cerebral Palsy Inc.	<u>\$3,000.</u>
	\$15,000. Total
	3rd Qtr. Balance \$72,000.

**FINANCE COMMITTEE DONATIONS
QUARTERLY FUND BALANCE BY CATEGORY**

FIRST QUARTER DONATIONS

Designations /Percentages	Allocation	Expenditures	Balance
1. Oneida Community Causes - 40%	\$40,000.	\$2,500.	\$37,500.
2. Local Groups (Charitable) - 40%	\$40,000.	\$4,500.	\$35,500.
3. Nat'l Groups (Indian Affil.) - 20%	\$20,000.	0	\$20,000.
	\$100,000.	\$7,000.	\$93,000.

SECOND QUARTER DONATIONS

Designations /Percentages	Balance after Q1	Expenditures	Balance
1. Oneida Community Causes - 40%	\$37,500.	0	\$37,500.
2. Local Groups (Charitable) - 40%	\$35,500.	\$3,000.	\$32,500.
3. Nat'l Groups (Indian Affil.) - 20%	\$20,000.	\$3,000.	\$17,000.
	\$93,000.	\$6,000.	\$87,000.

THIRD QUARTER DONATIONS

Designations /Percentages	Balance after Q2	Expenditures	Balance
1. Oneida Community Causes – 40%	\$37,500.	0	\$ 37,500.
2. Local Groups (Charitable) & – 60% Nat'l Groups (Indian Affil.)	\$49,500.	\$15,000.	\$ 34,500.
	\$87,000.	\$15,000.	\$72,000.

Accept the Legislative Operating Committee FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

2. Session:

Open Executive – must qualify under §107.4-1.

Justification: *Choose or type justification.*

3. Requested Motion:

Accept as information; OR

Accept the Legislative Operating Committee Fiscal Year 2023 Third Quarter Report.

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 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 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 54115-0365
 Oneida-nsn.gov



Legislative Operating Committee FY2023 Third Quarter Report April 2023 – June 2023

Legislative Operating Committee Action on Legislative Requests

During the FY23 Third Quarter the Legislative Operating Committee added twenty-eight (28) legislative items to its Active Files List. No requests were denied during the FY23 Third Quarter.

Items Added to the Active Files List by the Legislative Operating Committee

On April 7, 2023, the Legislative Operating Committee added the following twenty-four (24) General Tribal Council petitions to its Active Files List:

- Petition: L. Dallas – Budgets for the Oneida Nation be Brought Before the General Tribal Council;
- Petition: L. Dallas – Community Improvement Projects (CIP) and Funding;
- Petition: L. Dallas – Contract of Chief Counsel JoAnne House;
- Petition: L. Dallas – Direct a Certified Parliamentarian be Appointed by General Tribal Council Prior to Each General Tribal Council Meeting;
- Petition: L. Dallas – Direct that the Oneida Nation Organizational Structure Return to the Previous State it was Prior to March 2020;
- Petition: L. Dallas – 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;
- Petition: L. Dallas – Directives for Oneida Nation Chief Counsel Position;
- Petition: L. Dallas – Disclosure of Funds, Expenditures, and Organizational Changes from March 2020-Present;
- Petition: L. Dallas – Disclosure of FY- 2020 Budget;
- Petition: L. Dallas – Disclosure of FY- 2021 Budget;
- Petition: L. Dallas – Disclosure of FY- 2022 Budget;
- Petition: L. Dallas – Disclosure of Oneida Nation Travel Expenditures from January 1, 2020 – Present;
- Petition: L. Dallas – Disclosure of Oneida Nation Travel Expenditures to England for the October 9, 2022, Green Bay Packer Game;
- Petition: L. Dallas – Donations - Internal and External;
- Petition: L. Dallas – General Tribal Council Directive Regarding Advocacy Training;
- Petition: L. Dallas – Implement Payments of Medicare Plan B Premium Payments to all Eligible Oneida Enrolled Members;
- Petition: L. Dallas – Oneida Nation Disability Fund;
- Petition: L. Dallas – Repeal and Replace Current Removal Law;

- Petition: L. Dallas – Repeal GTC Resolution # 01-21-19-A Amending the 120-Day Petition Timeline Adopted by General Tribal Council;
- Petition: L. Dallas – Repeal the Budget and Finances Law;
- Petition: L. Dallas – Review and Discuss General Tribal Council's Delegation of Power and Authority to all Entities;
- Petition: L. Dallas – Term Limits for 2023;
- Petition: L. Dallas – Transitional Housing; and
- Petition: L. Dallas – Void the November 15, 2022, Virtual Semi-Annual General Tribal Council Meeting.

Then on May 3, 2023, the Legislative Operating Committee added the General Tribal Council petition, Petition: L. Dallas – Emergency Amendments to the Election Law for 2023 General Election, to its Active Files List.

On June 7, 2023, the Legislative Operating Committee added the following three (3) General Tribal Council petitions to its Active Files List:

- Petition: L. Dallas - Allow the General Tribal Council Full Informational Access to the Oneida Nation's Revenue;
- Petition: L. Dallas - Direct the Oneida Business Committee to Plan for and Construct a General Tribal Council Meeting Facility; and
- Petition: R. Skenandore - Make the Tribal Minimum Wage \$15.00/hour Mean \$15.00/hour with No Exceptions or Loopholes.

FY23 Third Quarter Administrative Accomplishments

The Legislative Operating Committee focused its efforts during the FY23 Third Quarter on developing statements of effect for the numerous General Tribal Council petitions. The Legislative Operating Committee brought forward statements of effect for the following petitions during the FY23 Third Quarter:

- Petition: L. Dallas – Alcohol and Drug Addiction Treatment Assistance;
- Petition: L. Dallas– Allow the General Tribal Council Full Informational Access to the Oneida Nation's Revenue;
- Petition: L. Dallas – Budgets for the Oneida Nation be Brought Before the General Tribal Council;
- Petition: L. Dallas – Community Improvement Projects (CIP) and Funding;
- Petition: L. Dallas – Contract of Chief Counsel JoAnne House;
- Petition: L. Dallas – Direct a Certified Parliamentarian be Appointed by General Tribal Council Prior to Each General Tribal Council Meeting;
- Petition: L. Dallas – Direct that the Oneida Nation Organizational Structure Return to the Previous State it was Prior to March 2020;
- Petition: L. Dallas – 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;

- Petition: L. Dallas– Direct the Oneida Business Committee to Plan for and Construct a General Tribal Council Meeting Facility;
- Petition: L. Dallas – Directives for Oneida Nation Chief Counsel Position;
- Petition: L. Dallas – Disclosure of Funds, Expenditures, and Organizational Changes from March 2020-Present;
- Petition: L. Dallas – Disclosure of FY- 2020 Budget;
- Petition: L. Dallas – Disclosure of FY- 2021 Budget;
- Petition: L. Dallas – Disclosure of FY- 2022 Budget;
- Petition: L. Dallas – Disclosure of Oneida Nation Travel Expenditures from January 1, 2020 – Present;
- Petition: L. Dallas – Disclosure of Oneida Nation Travel Expenditures to England for the October 9, 2022, Green Bay Packer Game;
- Petition: L. Dallas – Donations - Internal and External;
- Petition: L. Dallas– Emergency Amendments to the Election Law for the 2023 General Election;
- Petition: L. Dallas – FY 2023 Budget;
- Petition: L. Dallas – GTC Directive for OBC to Stay Out of Day-to-Day Business;
- Petition: L. Dallas – General Tribal Council Directive Regarding Advocacy Training;
- Petition: L. Dallas – Implement Payments of Medicare Plan B Premium Payments to all Eligible Oneida Enrolled Members;
- Petition: L. Dallas – Oneida Nation Disability Fund;
- Petition: L. Dallas – Repeal and Replace Current Removal Law;
- Petition: L. Dallas – Repeal GTC Resolution # 01-21-19-A Amending the 120-Day Petition Timeline Adopted by General Tribal Council;
- Petition: L. Dallas – Repeal the Budget and Finances Law;
- Petition: L. Dallas – Review and Discuss General Tribal Council's Delegation of Power and Authority to all Entities;
- Petition: L. Dallas – Term Limits for 2023;
- Petition: L. Dallas – Transitional Housing;
- Petition: L. Dallas – Void the November 15, 2022, Virtual Semi-Annual General Tribal Council Meeting; and
- Petition: R. Skenandore - Make the Tribal Minimum Wage \$15.00/hour Mean \$15.00/hour with No Exceptions or Loopholes.

FY23 Third Quarter Legislative Highlights

The Legislative Operating Committee would like to highlight its work on the following legislative items during the FY23 Third Quarter:

Higher Education Scholarship Law

The Legislative Operating Committee held five (1) work meetings during the FY23 Third Quarter on the proposed Higher Education Scholarship law.

Investigative Leave Policy Amendments

The Legislative Operating Committee held two (2) work meetings during the FY23 Third Quarter on the proposed Investigative Leave Policy amendments.

Oneida Life Insurance Plan Law

The Legislative Operating Committee held one (1) work meeting during the FY23 Third Quarter on the proposed Oneida Language Code. On May 17, 2023, the Legislative Operating Committee approved the updated draft of the Oneida Life Insurance Plan law, legislative analysis, and public meeting notice, and forwarded the Oneida Life Insurance Plan law to a public meeting to be held on July 13, 2023.

FY23 Third Quarter Legislative Operating Committee Meetings

All Legislative Operating Committee meetings are open to the public and held on the first and third Wednesday of each month, at 9:00 a.m. in the Norbert Hill Center's Business Committee Conference Room.

The Legislative Operating Committee held the following meetings during the FY23 Third Quarter:

- April 7, 2023 – Regular meeting;
- April 19, 2023 – Regular meeting;
- May 3, 2023 – Regular meeting;
- May 17, 2023 – Regular meeting;
- June 7, 2023 – Regular meeting; and
- June 21, 2023 – Regular meeting.

In addition to attending the Legislative Operating Committee meetings in person, employees of the Nation are provided the opportunity to attend the Legislative Operating Committee meeting through Microsoft Teams. Additionally, any non-employee who would like to access the Legislative Operating Committee meeting through Microsoft Teams can provide their name, phone number or e-mail address to LOC@oneidanation.org by the close of business the day before a meeting of the Legislative Operating Committee to receive the link to the Microsoft Teams meeting. For those who may be unable to attend the Legislative Operating Committee meeting either in person or on Microsoft Teams, an audio recording of the Legislative Operating Committee meeting is made available on the Nation's website after the meeting concludes.

Goals for FY23 Fourth Quarter

During the FY23 Fourth Quarter the Legislative Operating Committee will focus its legislative efforts on the following matters:

1. Transition into the 2023-2026 legislative term.

Legislative Reference Office

The Legislative Reference Office's mission is to provide support for the Legislative Operating Committee in developing clear and consistent legislation that reflects the Nation's values, builds upon the Nation's strong foundation, and reaffirms our inherent sovereignty. During the FY23 Third Quarter the Legislative Reference Office was staffed by the following individuals:

- Clorissa N. Leeman, Senior Legislative Staff Attorney.
 - Contact: cleeman@oneidanation.org or (920) 869-4417
- Carolyn Salutz, Legislative Staff Attorney.
 - Contact: csalutz@oneidanation.org or (920) 869-4422
- Grace Elliott, Legislative Staff Attorney.
 - Contact: gelliott@oneidanation.org or (920) 869-4320

Legislative Operating Committee Contact Information

Feel free to contact the LOC at LOC@oneidanation.org with any questions or comments, or individual LOC members at the following:

- David P. Jordan, LOC Chairman
djordan1@oneidanation.org
(920) 869-4483
- Kirby Metoxen, LOC Vice-Chairman
kmetox@oneidanation.org
(920) 869-4441
- Jennifer Webster, LOC Member
jwebstel@oneidanation.org
(920) 869-4457
- Daniel Guzman King, LOC Member
dguzman@oneidanation.org
(920) 869-4366



Accept the Quality of Life Committee FY-2023 3rd quarter report

Business Committee Agenda Request

1. Meeting Date Requested: 08/23/23

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 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> | | |

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: Daniel Guzman King, Councilman

Primary Requestor: Brooke Doxtator, BCC Supervisor

Additional Requestor: (Name, Title/Entity)

Additional Requestor: (Name, Title/Entity)

Submitted By: BDOXTAT1



Quality of Life (QOL) Committee

FY-2023 3rd Quarter Report (April - June)

PURPOSE

The Quality of Life Committee is standing committee of the Oneida Business Committee that will have oversight of health, wellness, and social issues of the following areas of the Nation: Language, Culture, Health, Environmental Issues, Housing and Food Security and Sovereignty.

COMMITTEE MEMBERS

Councilwoman Marie Cornelius, Quality of Life Committee Chair (resigned from the Business Committee effective June 2, 2023)

Councilman Daniel Guzman-King, Quality of Life Committee Vice Chair

Vice-Chairman Brandon Stevens, Quality of Life Committee Member

Chairman Tehassi Hill, Quality of Life Committee Member

Other partners include General Manager, Oneida Police Department, Division Directors, other senior leaders, and their staff.

MEETINGS

Quality of Life Committee meetings are held on the third Thursday of every month starting at 9:00 a.m. Meetings in the 3rd quarter were held in April and May; the June meeting was cancelled.

ACTIVITIES SUMMARY

1. Tribal Action Plan (TAP)

TAP continue to hold community events geared to youth and adults such as Maple Ceremony education and Park Olympics. They continue to provide Narcan training and distribute Narcan kits at various Oneida One Stop locations.

TAP is working on a Culture is Prevention initiative in collaboration with Cultural Heritage and Comprehensive Housing where they are providing an overview of ceremonies in English to encourage more community members to participate in the Longhouse. The program was regarding the Maple Ceremony.

TAP's upcoming Tetwatatehsnye' Conference is scheduled on March 29th at the Radisson. Tetwatatehsnye' means "we all take care of each other." Keynote speakers include Tatanka Means and Lenny Hayes

Next steps: 1. TCC meeting scheduled for May2, 2023. 2. Continue to collaborate with other departments to promote prevention and harm reduction programming. 3. Collecting data on drug endangered children. 4. Fill TAP Specialist position. 5. Collaboration on Two Spirit Events in June.

2. Recreation Integration

Staff worked with Tsyosha'aht Delgado for cultural education development. Staff have implemented cultural and traditional games, education, and converted 6 Pillars of character development to our Core Values. They use the Core Values with all education and programming.

Next steps include: 1. They would like to find a different way of dealing with youth that are disruptive or violating policy vs. membership suspension or revocation. Funds were identified through CCDF for this position, so they are working on a job description, then they will follow the request to post.

3. Zero Suicide

Safe Care Pathway (SCP) currently has 49 active clients. Since the program started in January of 2021, SCP has served 173 clients who had moderate to severe risk for suicide. 134 clients out of 173 have exited the program, having met all exit criteria. They have had zero suicides and zero suicide attempts for those clients who are active in the program. When they look at success rates, it needs to be studied further as people are leaving the program voluntarily when they feel better.

Integration with Primary Care - As of April 14, 2023, the BHC provided services to 293 unique patients at OCHC. Patients are being provided short-term targeted services and receiving referrals to specialized mental health therapy and other services as needed.

Challenges: It continues to be the case that the biggest challenge is staffing the program. There would be a much greater number of referrals if the program could serve more clients. When better staffed, they can add internal referrals which would increase the number of clients who can benefit. Another challenge is getting better and more meaningful statistics for monitoring client progress.

Next steps include: 1. Continue to refine the workflow with integration of BH into primary care with assessing and making referrals to BH Safe Care Pathway. 2. We have a Co-Occurring Therapist to work full time SCP therapist and a Mental Health therapist to be able to work with more clients who need services.

4. Cultural Heritage

Traditional Healer and Museum Registrar were hired. The 1st of 5 all staff workshops were postponed and rescheduled to June 5-7,2023, with Mike Myers.

Next steps include: 1. Have all employees complete an Oneida Cultural Self-assessment and develop a learning plan. 2. Training to implement Clan System in Cultural Heritage.

5. Behavioral Health

Alcohol, Tobacco, and Other Drug Abuse (ATODA) and Co-occurring specific has 131 new patients and 414 active patients during this reporting period. 106 of those patients accessed Same Day Substance Abuse Care Services. There are 575 active patients in Mental Health Services, and we are currently scheduling out 20 weeks for Initial Intake Appointments. There are currently 1,375 patients in medication management services. There were 35 patients admitted for detox in FY23 Q2. There were 379 Narcan kits given out, and we are currently putting 4 doses in each kit due to high risk of fentanyl. There were 3 deaths in FY23 Q2 that were drug and alcohol related. Currently there are a total of 44 deaths and 14 pending, according to Oneida Enrollments not all the data is reported yet as toxically reports run up to 4 to 8 months after passing and there are currently 14 pending death certificates. Currently there are 54 patients enrolled in the Integrated Recovery Support Services. There are 67 patients in active recovery coaching.

Next steps include: 1. Complete feasibility study. 2. Work with DTS to create a BH data dashboard.

REQUESTED ACTION:

Accept the Quality of Life Committee FY-2023 3rd quarter report.