



**LEGISLATIVE OPERATING COMMITTEE MEETING AGENDA  
REVISED**

Business Committee Conference Room - 2nd Floor Norbert Hill Center  
April 17, 2024  
9:00 a.m.

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

**II. Minutes to be Approved**

1. April 3, 2024 LOC Meeting Minutes (pg. 2)

**III. Current Business**

1. Petition C. Kestell: Address Housing Issues/Veterans Home Loan Program (pg. 4)
2. Gift Card Law (pg. 7)
3. Oneida Veteran Affairs Committee Bylaws Amendments (p. 9)

**IV. New Submissions**

**V. Additions**

**VI. Administrative Updates**

1. Legislative Operating Committee 2024 Semi-Annual Report (pg. 11)
2. Legislative Reference Office 2024 Semi-Annual Report (pg. 15)

**VII. Executive Session**

**VIII. Recess/Adjourn**



**LEGISLATIVE OPERATING COMMITTEE MEETING MINUTES**  
Oneida Business Committee Conference Room-2nd Floor Norbert Hill Center  
April 3, 2024  
10:30 a.m.<sup>1</sup>

**Present:** Jameson Wilson, Jonas Hill, Kirby Metoxen, Jennifer Webster (Microsoft Teams)

**Excused:** Marlon Skenandore

**Others Present:** Clorissa N. Leeman, Grace Elliott, Maureen Perkins, Michael Troge, Ralinda Ninham-Lamberies

**Others Present on Microsoft Teams:** Carolyn Salutz, David Jordan, Peggy Helm-Quest, Todd Vanden Heuvel, Fawn Cottrell, Kristal Hill, Leah Stroobants, Peggy Van Gheem, Carrie Lindsey, Krystal John, Kaylynn Gresham, Rae Skenandore, Dennis Reckelberg, Tavia James-Charles

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

Jameson Wilson called the April 3, 2024, Legislative Operating Committee meeting to order at 10:30 a.m.

Motion by Jennifer Webster approve the agenda; seconded by Jonas Hill. Motion carried unanimously.

**II. Minutes to be Approved**

**1. March 20, 2024 LOC Meeting Minutes**

Motion by Jennifer Webster to approve the March 20, 2024, LOC meeting minutes and forward to the Oneida Business Committee; seconded by Jonas Hill. Motion carried unanimously.

**III. Current Business**

**1. Oneida Veteran Affairs Committee Bylaws Amendments**

Motion by Jennifer Webster to defer the ONVAC bylaws amendments to the April 17, 2024, LOC meeting for additional amendments to be made; seconded by Jonas Hill. Motion carried unanimously.

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<sup>1</sup> Due to inclement weather as a result of Snow Storm Cora, Oneida Nation Programs had a delayed start until 10:00 a.m. on April 3, 2024, and the Legislative Operating Committee meeting was rescheduled from 9:00 a.m. until 10:30 a.m..



**IV. New Submissions****1. GTC Government Participation GWE Law**

Motion by Kirby Metoxen to add the GTC Government Participation GWE Law to the Active Files List with Jonas Hill as the sponsor; seconded by Jennifer Webster. Motion carried unanimously.

**2. Petition: C. Kestell: Address Housing Issues/Veterans Home Loan Program**

Motion by Jennifer Webster to add the Petition: C. Kestell: Address Housing Issues/Veterans Home Loan Program to the Active Files List with Jonas Hill as the sponsor; seconded by Kirby Metoxen. Motion carried unanimously.

**3. Renewable Energy Law**

Motion by Jennifer Webster to add the Renewable Energy Law to the Active Files List with Jameson Wilson as the sponsor; seconded by Jonas Hill. Motion carried unanimously.

**V. Additions****VI. Administrative Items****1. June 5, 2024 LOC Community Meeting Notice**

Motion by Jennifer Webster to approve the Legislative Operating Committee community meeting notice and schedule the community meeting to take place on June 5, 2024; seconded by Jonas Hill. Motion carried unanimously.

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

Motion by Jennifer Webster to adjourn at 10:49 a.m.; seconded by Kirby Metoxen. Motion carried unanimously.



Legislative Operating Committee  
April 17, 2024

# Petition C. Kestell: Address Housing Issues/Veterans Home Loan Program

Submission Date: 4/3/24

LOC Sponsor: Jonas Hill

**Summary:** *On March 18, 2024, the Petition C. Kestell Address Housing Issues/Veterans Home Loan Program was submitted. On March 19, 2024, the Oneida Trust Enrollment Department verified the signatures for the Petition. The Oneida Business Committee acknowledged receipt of this Petition on March 27, 2024.*

*This petition calls for a special General Tribal Council (GTC) meeting to be called to consider the following:*

- Direct the OBC to direct Finance to fund the Veteran's Home Loan Program within 60 days.*
- Direct the OBC to direct the GM and Finance to work with Bay Bank to establish the lending requirements for the Veteran's Home Loan Program and to have Bay Bank administer the Veteran's Home Loan Program within 60 days.*
- Direct the OBC to direct the GM to direct Comprehensive Housing Division to work with the Land Commission to make the necessary adjustments to the HIIP that would allow the program to work with and complement the Veteran's Home Loan Program within 60 days.*
- Direct the OBC to direct the GM to direct Comprehensive Housing Division to provide the listing of vacant homes that are in Comprehensive Housing Division home inventory, on the Comprehensive Housing Division fixed asset register and any homes that are vacant where a decision has not been made if the home will be for sale or rental that are not currently on either the inventory listing or the fixed asset register with 30 days.*
- Direct the OBC to direct the GM to direct Comprehensive Housing Division to work with Finance and Bay Bank to develop a Home Rehabilitation Loan Program including the lending requirements for the homes owned by the Oneida Nation that are needing rehabilitation that are wither on the inventory listing or the fixed asset register of Comprehensive Housing and to have these homes advertised for sale within 30 days.*

**3/27/24 OBC:** Motion by Jennifer Webster to acknowledge receipt of the petition from Connor Kestell regarding Address Housing Issues/Veterans Home Loan Program; to direct the BC Direct Report Offices to complete and submit their administrative impact statements of the petition to the Tribal Secretary mailbox by Wednesday, April 17, 2024; to direct the Law, Finance, and Legislative Reference Offices to complete, respectively, the legal review, fiscal impact statement, and statement of effect with status updates to be submitted for the April 24, 2024, regular Business Committee meeting agenda and the first BC meeting of the month thereafter or until the final documents are submitted, seconded by Lawrence Barton. Motion carried.

**4/3/24 LOC:** Motion by Jennifer Webster to add the Petition: C. Kestell: Address Housing Issues/Veterans Home Loan Program to the Active Files List with Jonas Hill as the sponsor; seconded by Kirby Metoxen. Motion carried unanimously.

**Next Steps:**

- Accept the status update for the Petition C. Kestell: Address Housing Issues/Veterans Home Loan Program and forward to the Oneida Business Committee.



TO: Oneida Business Committee  
 FROM: Clorissa N. Leeman, Legislative Reference Office, Senior Staff Attorney  
 DATE: April 17, 2024  
 RE: Petition: C. Kestell – Address Housing Issues/Veterans Home Loan Program

On March 18, 2024, the Petition: C. Kestell – Address Housing Issues/Veterans Home Loan Program (“the Petition”) was submitted to the Government Administrative Office by Connor Kestell and has since been verified by the Oneida Trust Enrollment Department on March 19, 2024. On March 27, 2024, the Oneida Business Committee acknowledged receipt of the Petition and directed that the Legislative Reference Office complete a statement of effect for the Petition with status updates to be submitted for the April 24, 2024, regular Business Committee meeting agenda and the first Business Committee meeting of the month thereafter or until the final documents are submitted. On April 3, 2024, the Legislative Operating Committee added the Petition to the Active Files List to be worked on by the Legislative Reference Office.

The Legislative Reference Office currently is working on the development of the statement of effect for this Petition. It is the intention of the Legislative Reference Office that the statement of effect for the Petition be submitted for inclusion on an Oneida Business Committee meeting agenda in May of 2024.

### **Requested Action**

Accept the status update regarding the statement of effect for the Petition: C. Kestell – Address Housing Issues/Veterans Home Loan Program.



Legislative Operating Committee  
April 17, 2024

# Gift Card Law

<b>Submission Date:</b> 12/7/22	<b>Public Meeting:</b> N/A
<b>LOC Sponsor:</b> Kirby Metoxen	<b>Emergency Enacted:</b> N/A

**Summary:** *This item was carried over from last term and originally added to the Active Files List on December 7, 2022, for the purpose of governing and overseeing emergency gift card use within the organization and to set a standardized process that will monitor, control, and disburse emergency gift cards. The notification of this proposal came to the LOC from the Oneida Law Office and originated from an Audit finding.*

**10/4/23 LOC:** Motion by Jonas Hill to add the Gift Card Law to the Active Files List with Kirby Metoxen as the sponsor; seconded by Jennifer Webster. Motion carried unanimously.

**3/20/24:** *Work Meeting.* Present: Jameson Wilson, Jennifer Webster, Jonas Hill, Marlon Skenandore, Clorissa Leeman, Grace Elliott, Fawn Cottrell, Kristal Hill, Maureen Perkins. The purpose of this work session was for the LOC to discuss and revise the priority for this legislative item.

**4/3/24:** *Work Meeting.* Present: Jameson Wilson, Jonas Hill, Kirby Metoxen, Jennifer Webster, Clorissa Leeman, Grace Elliott, Carolyn Salutz, Kristal Hill, Fawn Cottrell, Maureen Perkins. The purpose of this work meeting was to set a priority for this legislative item. The LOC decided this should be removed from the Active Files List.

**Next Steps:**

- Accept the memorandum.
- Remove the Gift Card Law from the Active Files List.



TO: Legislative Operating Committee  
FROM: Clorissa N. Leeman, Legislative Reference Office, Senior Staff Attorney  
DATE: April 17, 2024  
RE: Removal of the Gift Card Law from the Active Files List

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### ***Background***

The Gift Card law was originally added to the Active Files List on December 7, 2022, for the purpose of governing and overseeing gift card use within the organization and to set a standardized process that will monitor, control, and disburse gift cards. The notification of the proposal to create a Gift Card law came to the Legislative Operating Committee from the Oneida Law Office and originated from an Audit finding.

The Purchasing Department is currently developing the Procurement Rule Handbook in accordance with section 121.6-2 of the Budget and Finances law for the purpose of providing the sign-off process and authorities required to expend funds on behalf of the Nation. It has been determined that gift card use would be best addressed as a rule in the Procurement Rule Handbook instead of a separate law of the Nation.

The Legislative Operating Committee is now being asked to consider removing the Gift Card law from the Active Files List.

### **Requested Action**

Remove the Gift Card law from the Active Files List.





## HANDOUT

Oneida Nation  
Committee  
54155-0365  
oneida-nsn.gov

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Legislative Operating Committee  
April 17, 2024

# Oneida Nation Veterans Affairs Committee Bylaws Amendments

**LOC Sponsors:** Jennifer Webster and  
Jonas Hill

**Submission Date:** 2/16/22

**Summary:** *This item was carried over from last term, and originally added to the Active Files List on February 16, 2022, per the request of the Oneida Nation Veterans Affairs Committee (ONVAC), for purposes of amending its bylaws to revise the definition of "Active Duty" in the section of the bylaws governing membership qualifications.*

**10/4/23 LOC:** Motion by Jonas Hill to add the Oneida Nation Veterans Affairs Committee Bylaws Amendments to the Active Files List with Jennifer Webster and Jonas Hill as the sponsors; seconded by Marlon Skenandore. Motion carried unanimously.

**11/14/23:** *Work Meeting.* Present: Jamison Wilson, Grace Elliott, John Breuninger, Gerald Cornelius, Bonnie Pigman, Floyd Hill, Arthur Cornelius, Dale Webster, Deke Suri, Conner Kestell, Benjamin Skenandore. The purpose of this meeting was to review proposed bylaw amendments with the ONVAC. The ONVAC voted to approve the amended bylaws.

**3/12/24:** *Work Meeting.* Present: Grace Elliott, Gerald Cornelius, Bonnie Pigman, Deke Suri, Conner Kestell, Benjamin Skenandore, Lynn Summers, Kerry Metoxen, Carol Silva, Maureen Perkins. The purpose of this meeting was to review additional proposed bylaw amendments with the ONVAC. The ONVAC voted to approve the amended bylaws.

**4/3/24 LOC:** Motion by Jennifer Webster to defer the ONVAC bylaws amendments to the April 17, 2024, LOC meeting for additional amendments to be made; seconded by Jonas Hill. Motion carried unanimously.

### Next Steps:

- Accept the memorandum and defer the bylaws amendment process to a work meeting with the Oneida Law Office and the Government Administrative Office for further discussion.



## HANDOUT

TO: Legislative Operating Committee  
 FROM: Clorissa N. Leeman, Legislative Reference Office, Senior Staff Attorney  
 DATE: April 17, 2024  
 RE: Deadline for Submission of Amended ONVAC Bylaws Amendments

The Legislative Operating Committee originally added the Oneida Nation Veterans Affairs Committee (ONVAC) bylaws amendments to its Active Files List on February 16, 2022. The Legislative Operating Committee readded the ONVAC bylaws amendments to its Active Files List on October 4, 2023.

Proposed amendments to the ONVAC bylaws were prepared and placed on the April 17, 2024, Legislative Operating Committee meeting agenda for approval to move forward to the Oneida Business Committee for consideration of adoption. On April 3, 2024, the Legislative Operating Committee adopted a motion to defer the ONVAC bylaws amendments to the April 17, 2024, LOC meeting for additional amendments to be made. The Legislative Reference Office did not meet this deadline for the additional amendments to be made and brought forward to this meeting.

The Legislative Reference Office is currently reviewing its process for how bylaws amendments are handled to ensure that the bylaws are handled in an efficient and effect manner and future deadlines are met as directed. The Legislative Reference Office has recently held conversations with the Oneida Law Office on how to best process bylaw amendments in the future and would like to continue these discussions with both the Oneida Law Office and the Government Administrative Office to develop a more streamlined and efficient process for the amendment of bylaws.

It is recommended that the Legislative Operating Committee proceed with addressing the bylaws amendment issue by holding a work meeting with the Oneida Law Office and the Government Administrative Office for further discussion on this matter.

### **Requested Action**

Defer the bylaws amendment process to a work meeting with the Oneida Law Office and the Government Administrative Office for further discussion.

# FY-2024 Semi-Annual Report

## Legislative Operating Committee

**Purpose:**

The Legislative Operating Committee’s mission is to enhance the capability of the Oneida Nation to fulfill its sovereign authority to review and enact its laws in a planned and orderly manner. The Legislative Operating Committee is supported by the Legislative Reference Office.

### Legislative Operating Committee Members

Jameson Wilson, Chairman - [jwilson@oneidanation.org](mailto:jwilson@oneidanation.org)

Kirby Metoxen, Vice-Chairman – [kmetox@oneidanation.org](mailto:kmetox@oneidanation.org)

Jennifer Webster, Member – [jwebste1@oneidanation.org](mailto:jwebste1@oneidanation.org)

Jonas Hill, Member – [jhill1@oneidanation.org](mailto:jhill1@oneidanation.org)

Marlon Skenandore, Member – [mskenan1@oneidanation.org](mailto:mskenan1@oneidanation.org)

### Budget

#### Funding Sources for FY-2024

TRIBAL CONTRIBUTION: 0%

GRANTS: 0%

OTHER SOURCES:

N/A

#### Status as of 3/31/24

**Total Budget:** \$0 - The Legislative Operating Committee does not have a budget. Historically, there had been an LOC budget - however, 100% of the budget was managed and spent by the Legislative Reference Office (LRO). The LOC budget was renamed “LRO” to reflect accurately that the LOC does not have a budget, but that the LRO does. Refer to the LRO’s annual report for budget information.

Budget as of 3/31/24: \$0

Expenditures as of 3/31/24: \$0

Variance Explanation: N/A

**Employees, if any**

NUMBER OF EMPLOYEES TOTAL:

THE LEGISLATIVE REFERENCE OFFICE IS THE SUPPORT STAFF OF THE LEGISLATIVE OPERATING COMMITTEE AND HAS 3 EMPLOYEES. THE LEGISLATIVE OPERATING COMMITTEE ALSO HAS 4 POLITICAL APPOINTEES – 1 LEGISLATIVE ASSISTANT AND 3 EXECUTIVE ASSISTANTS.

NUMBER OF EMPLOYEES WHO ARE ENROLLED ONEIDA:

THE LEGISLATIVE REFERENCE OFFICE HAS 1 ENROLLED AND 1 DESCENDENT EMPLOYEE.

**Stipends**

	For each month, ENTER TOTAL DOLLAR amount paid	For each month, enter NUMBER of meetings, of each type.		
		Regular	Special/Emergency	Hearings/Other
October 2023	\$0	2	0	0
November 2023	\$0	1	0	0
December 2023	\$0	2	0	0
January 2024	\$0	2	0	0
February 2024	\$0	2	0	0
March 2024	\$0	2	0	0

**Update on up to Three (3) Strategic Goals for FY-2024**

**GOAL 1**

Re-indigenize our legislative foundation with Tsi? Niyukwaliho T^

Encouraging Tsi?niyukwalihoT^

Update on Goal: LOC is working on the development of a strategic plan that will include goals for how the LOC can re-indigenize our legislative foundations. LOC understands that in order to re-indigenize our legislative foundation, the LOC needs further education on our history, culture, and traditions. Moving forward the LOC will be seeking additional resources to better educate themselves. Additionally, the LOC is currently developing an Oneida Language law for the purpose of protecting and preserving the Oneida language.

**GOAL 2**

Build an effective team through collaboration with departments, communities, and affected entities.

Improving Organizational Changes

Update on Goal: When developing legislation, the LOC prioritizes collaboration with the departments or entities that have subject matter expertise on the subject of the proposed legislation. The LOC also holds a variety of community meetings and community work sessions to obtain community input.

**GOAL 3**

Enhance community involvement through outreach and communication.

Promoting Positive Community Relations

Update on Goal: LOC is prioritizing holding community outreach events on a quarterly basis. LOC has held two community meetings in which various legislative topics were opened for discussion to gather input and questions from the community. These events were held on 12/6/23, and 3/6/24. The LOC also held a community work session on 4/2/24 to review a law line-by-line and collect input. The next community meeting will be held on 6/5/24. The LOC is also working on developing a communication plan and collaborating with other departments to ensure our community outreach event notices are shared as widely as possible to encourage participation.

**GOAL 4**

Exercise our sovereignty through the development of community focused laws that promote Tsi? Niyukwaliho T^.

Exercising Sovereignty

Update on Goal: From October 2023 through March 2024 the Legislative Operating Committee exercised the Nation's sovereignty by bringing forward for adoption three legislative items – the Audit Committee bylaws amendments, Clean Air Policy amendments, and Drug and Alcohol Free Workplace law amendments. The Legislative Operating Committee currently has fifty-nine legislative items on its Active Files List to be developed.

**GOAL 5**

Create a strategy driven agenda reflecting Oneida community values that align with the Oneida Business Committee's Strategic Plan.

Advancing On^yote?a.ka Principles

Update on Goal: The LOC began the 2023-2026 legislative term with a strategic planning session and set forth guiding principles (the five goals in this report) to help provide direction and clarity for its actions moving forward. In April 2024 the LOC will continue strategic planning sessions to develop measurable goals on how to implement the guiding

principles, and develop a legislative strategy for the remainder of the term. LOC regularly reviews its Active Files List to ensure the legislative matters the LOC is working on reflect the LOC's goals, priorities, and needs of the Nation.

### *Meetings*

Held every 1<sup>st</sup> and 3<sup>rd</sup> Wednesday of the month.

Meeting Location: Norbert Hill Center, N7210 Seminary Road, Oneida, WI – Business Committee Conference Room & Microsoft Teams

Meeting Time: 9:00 a.m.

### *Contact*

MAIN CONTACT: Jameson Wilson

MAIN CONTACT TITLE: Legislative Operating Committee Chairman

MAIN PHONE: (920) 869-4385

MAIN EMAIL: [LOC@oneidanation.org](mailto:LOC@oneidanation.org)

MAIN WEBSITE: [www.oneida-nsn.gov/LOC](http://www.oneida-nsn.gov/LOC) and [www.oneida-nsn.gov/Register](http://www.oneida-nsn.gov/Register)

### *Pictures*



## FY-2024 Semi-Annual Report

### Legislative Operating Committee Legislative Reference Office

#### *Purpose:*

Provide support for the Legislative Operating Committee in developing clear and consistent legislation that reflects Onáyoṭeʔa:ka values, builds upon the Nation’s strong foundation, and reaffirms our inherent sovereignty. In addition to the development of legislation, the Legislative Reference Office also drafts statements of effect for Oneida Business Committee and General Tribal Council resolutions and petitions, and provides assistance to various department and entities of the Nation with administrative rulemaking and bylaws.

#### **Budget**

##### **Funding Sources for FY-2024**

TRIBAL CONTRIBUTION:	100%
GRANTS:	0%
OTHER SOURCES:	
N/A	

##### **Status as of 3/31/24**

Total Budget:	\$818,616
Budget as of 3/31/24:	\$407,208
Expenditures as of 3/31/24:	\$241,126

Variance Explanation: Positive variance of \$166,082 due to a due to savings in wages as a result of a staff member not being full time in the beginning of FY24, as well as savings in travel, supplies, and licensing fees that are paid in the second half of the fiscal year

#### **Employees**

NUMBER OF EMPLOYEES TOTAL:	3
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NUMBER OF EMPLOYEES WHO ARE ENROLLED ONEIDA:

1 ENROLLED – 1 DESCENDENT – 1 NON-TRIBAL

### Who we serve

The Legislative Reference Office serves and supports the Legislative Operating Committee, who then serve any area within the Nation's organization and the Oneida community at-large.

### Contact

MAIN CONTACT: Clorissa N. Leeman

MAIN CONTACT TITLE: Legislative Reference Office Senior Staff Attorney

MAIN PHONE: (920) 869-4417

MAIN EMAIL: [Cleeman@oneidanation.org](mailto:Cleeman@oneidanation.org) or [LOC@oneidanation.org](mailto:LOC@oneidanation.org)

MAIN WEBSITE: [www.oneida-nsn.gov/LOC](http://www.oneida-nsn.gov/LOC) and [www.oneida-nsn.gov/Register](http://www.oneida-nsn.gov/Register)



# April 2024

April 2024

Su	Mo	Tu	We	Th	Fr	Sa
	1	2	3	4	5	6
7	8	9	10	11	12	13
14	15	16	17	18	19	20
21	22	23	24	25	26	27
28	29	30				

May 2024

Su	Mo	Tu	We	Th	Fr	Sa
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5	6	7	8	9	10	11
12	13	14	15	16	17	18
19	20	21	22	23	24	25
26	27	28	29	30	31	

MONDAY	TUESDAY	WEDNESDAY	THURSDAY	FRIDAY
Apr 1	2 12:00pm LOC Community Work Session: Eviction and Termination Law Amendments 12:00pm LOC Community Work Session: Eviction and Termination Law Amendments	3 10:00am LOC Prep Meeting (Microsoft Teams Meeting); 10:30am Legislative Operating Committee Meeting (Microsoft Teams Meeting); 1:30pm LOC Work Session (Microsoft Teams Meeting)	4	5
8	9	10	11	12 12:15pm PUBLIC MEETING: Back Pay Law Amendments (Microsoft Teams Meeting; BC Conf Room) - LOC
15	16 8:45am Real Property law review (Microsoft Teams Meeting; BC_Exec_Conf_Room) - Grace L. Elliott 2:30pm Guardianship Law Review (Microsoft Teams Meeting) - Grace L. Elliott	17 8:30am LOC Prep Meeting (Microsoft Teams Meeting); 9:00am Legislative Operating Committee Meeting (Microsoft Teams Meeting); 1:30pm LOC Strategic Planning	18	19 8:30am Oneida Law Enforcement Ordinance Amendments Work Meeting (Microsoft Teams Meeting; BC_Exec_Conf_Room) - Clorissa N. Leeman
22	23	24	25	26
29	30 8:30am Investigative Leave law (Microsoft Teams Meeting) - Grace L. Elliott	May 1	2	3