

# FY-2024 2nd (Jan - Mar) Quarter Report

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Pardon and Forgiveness Screening Committee

Approved by official entity action on: April 12, 2024

Submitted by: Eric Boulanger, Chair

OBC Liaison: Jonas Hill

OBC Liaison: Jennifer Webster

## **PURPOSE**

The purpose of the PFSC is to provide a fair, efficient, and formal process for considering pardons and forgiveness.

## **AUTHORITY**

1-3. *Authority.*

- (a) *Purpose.* The purpose of the PFSC is to provide a fair, efficient and formal process for considering requests for a pardon or forgiveness by:
  - (1) Promulgating internal standard operating procedures necessary to govern its proceedings;
  - (2) Reviewing and processing applications for a pardon or forgiveness in an orderly and expeditious manner;
  - (3) Reviewing an applicant's background investigation report received from the Oneida Human Resources Department;
  - (4) Conducting and presiding over hearings to obtain a pardon or forgiveness from the Nation;
  - (5) Providing formal, written recommendations to the Oneida Business Committee to approve or deny a pardon or forgiveness application;
  - (6) Taking other actions reasonably related to the purpose of the PFSC and;
  - (7) Carrying out all other powers and duties delegated by the laws of the Nation, including, but not limited to, the Pardon and Forgiveness law.
- (b) The PFSC does not:
  - (1) Have authority to enter into contracts; or
  - (2) Have authority to create policy or legislative rules.

## **BCC MEMBERS**

Eric Boulanger  
Chair  
August 31, 2026

Ronald King Jr  
OPD Alternate  
August 31, 2026

Julie King  
Member HSD Primary  
August 31, 2026

Sandra Skenadore  
Community at Large, 55+  
August 31, 2026

Michelle Madl  
Member HSD Alternate  
August 31, 2026

Vacant  
Community at Large, 25+  
August 31, 2026

Vacant  
Community at Large, Alternate 25+  
August 31, 2026

## **MEETINGS**

Held every 2nd Monday of February, May, August, and November of each month.

10:00 A.M.

Microsoft Teams

Emergency Meetings: Zero

## **CONTACT INFORMATION**

CONTACT: Brooke Doxtator

TITLE: Boards, Committees, and Commissions Supervisor

PHONE NUMBER: 920-869-4452

E-MAIL: [Boards@oneidanation.org](mailto:Boards@oneidanation.org)

MAIN WEBSITE: <https://oneida-nsn.gov/government/boards-committees-and-commissions/appointed/#Pardon-and-Forgiveness-Screening-Committee>

## **ACCOMPLISHMENTS**

### **ACCOMPLISHMENT #1**

Summary:

We will continue to identify and create SOP's as needed /necessary.

Impact:

Ensure we have the best tools and resources in place to effectively carry out our duties and responsibilities as provided in the Pardon and Forgiveness law.

### **Accomplishment #2**

Summary:

Our bylaws were successfully amended on April 28, 2021. The amended bylaws streamlined our membership and added minimum age and background check qualification for the community-at-large positions.

Impact:

Creating a transition plan will ensure the Committee will move forward without interruption even in the event all new members are appointed to the Committee.

### **Accomplishment #3**

Summary:

We had a regular meeting on February 12, 2024, and there were no Pardon or Forgiveness applications to review.

Impact:

Ensure we have the best tools and resources in place to effectively carry out our duties and responsibilities as provided in the Pardon and Forgiveness law.

## GOALS

### Long-term Goal #1

Create transition plan for new appointed Pardon and Forgiveness Screening Committee members.

Create a transition plan that will ensure the Committee will move forward without interruption even in the event all new members are appointed to the Committee.

Update on Goal:

Terms expired in August 2023. There was a smooth transition from the previous Committee members to the newly appointed members, so pardon and forgiveness applicants don't have any interruption in the pardon and forgiveness process.

### Quarterly Goal #1

Create and update standard operating procedures.

Ensure we have the best tools and resources in place to effectively carry out our duties and responsibilities as provided in the Pardon and Forgiveness law.

Update on Goal:

Our goal is to identify and/or create additional standard operating procedures as is needed/required to effectively carry out our duties and responsibilities. We will schedule work meetings to identify and create additional standard operating procedures. We will implement an annual review process for the standard operating procedures moving forward.

## STIPENDS

Per the Boards, Committees, and Commissions law, stipends are set via OBC resolution. BC resolution 04-13-22-B sets the stipend amounts.

	Total dollar amount paid	Number of stipend type		
		Regular Mtg	Emergency Mtg	Hearings/Other
January 2024	<b>\$0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>
February 2024	<b>\$0.00</b>	<b>1</b>	<b>0</b>	<b>0</b>
March 2024	<b>\$0.00</b>	<b>0</b>	<b>0</b>	<b>0</b>

## **BUDGET**

FY-2024 Budget:

No Budget, stipends are paid from BC  
Special Projects

FY-2024 Expenditures as of end of reporting  
period:

Zero (0)

Budget utilization and projections do not apply to the Pardon and Forgiveness Screening Committee.

## **REQUESTS**

No requests.

## **OTHER**

The Community-at-large 25+ member, Community-at-large 25+ alternate, and Community-at-large 55+ alternate remain vacant. The vacancies are currently posted.

Michelle Madl was appointed on December 13, 2023, and took her oath of office on January 4, 2024, as Social Service Alternate Representative.

There were no Pardon or Forgiveness applications received for the hearing in the 2<sup>nd</sup> quarter.