

**Onλyoteʔa·ká niʔi Project Plan Workgroup  
Standing Committee Charter**

**Authority**

1. *Name.* The name of this entity shall be the Onλyoteʔa·ká niʔi Project Plan Workgroup and may be referred to as the I Am Oneida Project Plan Workgroup.
2. *Establishment.* The Onλyoteʔa·ká niʔi Project Plan Workgroup is the project team for the Onλyoteʔa·ká niʔi Project Plan approved by the General Tribal Council on July 24, 2023<sup>1</sup>, and further established through the adoption of this charter.
3. *Authority.*
  - (a) *Purpose.* The purpose of the Onλyoteʔa·ká niʔi Project Plan Workgroup is to serve on behalf of the General Tribal Council and the Oneida Business Committee as it relates to the implementation and management of the Onλyoteʔa·ká niʔi Project Plan which was presented at the Annual General Tribal Council Meeting on January 30, 2023, and subsequently supported by the General Tribal Council on July 24, 2023.
  - (b) *Powers and duties.* The powers of the Onλyoteʔa·ká niʔi Project Plan Workgroup relate to the implementation and management of the Onλyoteʔa·ká niʔi Project Plan, with duties that include, but are not limited to the following:
    - (1) Assist with ensuring accurate and timely information is provided to the Oneida Community regarding relevant or associated enrollment projection data and projected impacts based on that data.
    - (2) Provide constructive input or advice to the General Tribal Council and the Oneida Business Committee on matters relating to the implementation and management of the Onλyoteʔa·ká niʔi Project Plan.
    - (3) Act as listening and communication agents on behalf of the community, by sharing general information, timelines or other matters relating to the implementation of the Onλyoteʔa·ká niʔi Project Plan.
    - (4) Ensure the Oneida Nation’s Vision<sup>2</sup> and Mission<sup>3</sup> are considered and incorporated.
    - (5) Responding to and acting upon any other delegated authority established through the laws, policies, rules and resolutions of the Oneida Nation.
    - (6) Create non-stipend sub-committees for the purpose of assisting in outreach and education regarding the Onλyoteʔa·ká niʔi Project Plan, and whose

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<sup>1</sup> Motion by Lisa Liggins to support the Onλyoteʔa·ká niʔi Project Plan noting updates will be provided at each annual and semi-annual General Tribal Council meeting and to direct the Business Committee to create a Board, Committee, or Commission to manage the project plan in accordance with the Boards, Committees, and Commissions law. Seconded by Jonas Hill. **Motion carried by 2/3 majority vote requirement: (1551 total yes/no votes; 1034 needed for 2/3 majority) 1154 support; 255 opposed; 71 abstained**

<sup>2</sup> A Nation of strong families built on Tsiʔ nyukwaliho Tλ and a strong economy.

<sup>3</sup> To strengthen and protect our people, reclaim our land and enhance the environment by exercising our sovereignty.

composition is representative of individuals who may be impacted by implementation of the OnΛyoteʔa·ká niʔi Project Plan.

### **Membership**

4. *Membership.*

- (a) *Number of members.* The OnΛyoteʔa·ká niʔi Project Plan Workgroup shall consist of not less than nine (9), nor more than fifteen (15) appointed members. Each member shall hold office until their term expires, until their resignation, or until their appointment is terminated in accordance with the Boards, Committees, and Commissions law, section 105.6-2(c).
  - (1) The members shall be selected as follows.
    - A. Two (2) members of the Oneida Business Committee selected at the beginning of each term of the Oneida Business Committee;
    - B. Seven (7) to thirteen (13) members appointed by the Oneida Business Committee.
  - (2) *Term Expiration.* Although a member's term has expired, they may remain in office until a successor has been sworn in by the Oneida Business Committee.
  - (3) *Resignation.* A member may resign at any time verbally at a meeting or by delivering written notice to the Government Administrative Office and the OnΛyoteʔa·ká niʔi Project Plan Workgroup Chairperson or Chairperson's designee. The resignation is deemed effective upon acceptance by motion of a member's verbal resignation or upon delivery of the written notices.
- (b) *Appointment.* The OnΛyoteʔa·ká niʔi Project Plan Workgroup shall be appointed by the Oneida Business Committee for a term of three (3) years. Terms shall start of the first day of the year (01/01) and shall end on the last day of the year (12/31).
- (c) *Vacancies.* Vacancies shall be filled in accordance with the Boards, Committees, and Commissions law, subsections 105.7-1(c) through (e).
- (d) *Qualifications of members.* Members of the OnΛyoteʔa·ká niʔi Project Plan Workgroup shall meet the following qualifications:
  - (1) Be a member of the Oneida Nation.
  - (2) Age 18 or over on the date of submission of an application.

## **Officers**

5. *Officers.* The Officer positions of the Onλyoteʔa·ká niʔi Project Plan Workgroup shall consist of a Chairperson and a Vice-Chairperson.
  
6. *Responsibilities of the Chairperson.* The duties, responsibilities and limitations of the Chairperson are as follows:
  - (a) Shall call and preside over all meetings of the Onλyoteʔa·ká niʔi Project Plan Workgroup.
  - (b) Shall appoint members to any task forces or subcommittees of the Onλyoteʔa·ká niʔi Project Plan Workgroup.
  - (c) Shall have financial sign-off authority as set forth in section 8.
  - (d) Shall submit, or through a designee submit, annual and semi-annual reports, or other reports to the General Tribal Council, as well as quarterly reports to the Oneida Business Committee, in accordance with the Boards, Committees, and Commissions law, sections 105.12-3 and 105.12-4.
  - (e) Shall represent and/or request another Officer to represent the Onλyoteʔa·ká niʔi Project Plan Workgroup at all regularly scheduled/unscheduled reporting requirements to the Oneida Business Committee and other business units of the Nation as may be requested, including, but not limited to, the Oneida Business Committee meeting in which the Onλyoteʔa·ká niʔi Project Plan Workgroup quarterly report appears on the agenda.
  - (f) In collaboration with the Vice-Chairperson and personnel from the Government Administrative Office, shall prepare agendas and handouts, submit any necessary paperwork to ensure stipends are paid, and perform other similar administrative functions, all in accordance with this charter, the Boards, Committees, and Commissions law, section 105.12-1, and the Open Records and Open Meetings law.
  
7. *Responsibilities of the Vice-Chairperson.* The duties, responsibilities and limitations of the Vice-Chairperson are as follows:
  - (a) Shall preside over all meetings of the Onλyoteʔa·ká niʔi Project Plan Workgroup in the absence of the Chairperson and may call emergency meetings.
  - (b) Shall have financial sign-off authority as set forth in section 8.
  - (c) In lieu of the Chairperson, shall represent the Onλyoteʔa·ká niʔi Project Plan Workgroup at all regularly scheduled/unscheduled reporting requirements to the Oneida Business Committee and other business units of the Nation as may be requested, including, but not limited to, the Oneida Business Committee meeting in which the Onλyoteʔa·ká niʔi Project Plan Workgroup quarterly report appears on the agenda.
  - (d) In collaboration with the Chairperson and personnel from the Government Administrative Office, shall prepare agendas and handouts, submit any necessary

paperwork to ensure stipends are paid, and perform other similar administrative functions, all in accordance with this charter, the Boards, Committees, and Commissions law, section 105.12-1, and the Open Records and Open Meetings law.

8. *Selection of Officers.* Officers of the Onλyoteʔa·ká niʔi Project Plan Workgroup shall be selected on an annual basis by a consensus of the members in attendance at an Onλyoteʔa·ká niʔi Project Plan Workgroup meeting of an established quorum.
  - (a) The selection of Officers shall take place within thirty (30) days after the newly appointed members are present at their first scheduled regular meeting of an established quorum.
  - (b) Members may be dismissed from their Officer position by consensus of the members in attendance at an Onλyoteʔa·ká niʔi Project Plan Workgroup meeting of an established quorum, excluding the Officer subject to the vote.
  - (c) Vacant Officer positions shall be filled by consensus of the members in attendance at an Onλyoteʔa·ká niʔi Project Plan Workgroup meeting of an established quorum.
  - (d) Members of the Onλyoteʔa·ká niʔi Project Plan Workgroup shall not hold more than one (1) Officer position.

### **Budget and Support**

9. *Budgetary Sign-Off Authority and Travel.* The Onλyoteʔa·ká niʔi Project Plan Workgroup shall follow the Nation's policies and procedures regarding purchasing and sign-off authority. Levels of budgetary sign-off authority for the Onλyoteʔa·ká niʔi Project Plan Workgroup shall be as set forth in the manual titled, *Oneida Tribe of Indians of Wisconsin Purchasing Policies and Procedures*, for Area Directors/Enterprise Directors.
  - (a) All Onλyoteʔa·ká niʔi Project Plan Workgroup Officers shall have sign-off authority.
  - (b) Two (2) of the Onλyoteʔa·ká niʔi Project Plan Workgroup Officers are required to sign-off on all budgetary requests, except as follows.
    - (1) The Government Administrative Office shall have sign-off authority over requests for stipends, travel per diem and business expense reimbursement.
    - (2) The Oneida Business Committee may approve member request(s) to travel on behalf of the Onλyoteʔa·ká niʔi Project Plan Workgroup.
10. *Personnel.* The Onλyoteʔa·ká niʔi Project Plan Workgroup shall not have authority to hire personnel for its benefit. The Onλyoteʔa·ká niʔi Project Plan Workgroup shall receive administrative support from staff within the Government Administrative Office that is consistent with the Boards, Committees, and Commissions law for items such as

preparing meeting agendas, documents and minutes; providing notice of meetings, meeting agendas, documents and minutes; recording meetings and meeting minutes; maintaining meeting agendas, documents and minutes; and submitting any necessary paperwork to facilitate stipend payments.

### **Meetings**

11. *Regular Meetings.* Regular meetings of the Onʻāyoteʻa·kā niʻi Project Plan Workgroup be held the first Tuesday of the month, commencing at 5:30 p.m., either in person at the Norbert Hill Center, located at N7210 Seminary Rd., Oneida, WI 54155, or virtually via an agreed upon platform identified by the Onʻāyoteʻa·kā niʻi Project Plan Workgroup.
  - (a) The meeting date, time and/or place may be changed by consensus of the members in attendance at an Onʻāyoteʻa·kā niʻi Project Plan Workgroup meeting of an established quorum so long as notice is provided to all members in writing and, along with the public, in accordance with governing law, including, but not limited to, the Open Records and Open Meetings law, prior to the implementation of a new date, time and/or location.
  - (b) The Onʻāyoteʻa·kā niʻi Project Plan Workgroup Officers and personnel from the Government Administrative Office shall work collaboratively to ensure all members, along with the public, are provided notice of meeting location, agenda, documents and minutes pursuant to this charter, as well as the Open Records and Open Meetings law, and that the meeting agenda, documents and minutes are prepared and packaged for the members consistent with the Boards, Committees, and Commissions law.
  - (c) Meetings shall be run in accordance with Robert’s Rules of Order, decisions shall be made by consensus, and meetings shall be open to the public per the Open Records and Open Meetings law.
12. *Quorum.* All meetings of the Onʻāyoteʻa·kā niʻi Project Plan Workgroup shall have at least a quorum in attendance, with quorum being defined the majority of sitting members on the day of the meeting, one (1) of which is an Onʻāyoteʻa·kā niʻi Project Plan Workgroup Officer.
  - (a) Failure to establish a quorum will result in rescheduling of the meeting.
13. *Voting.* Decisions of the Onʻāyoteʻa·kā niʻi Project Plan Workgroup shall be by consensus of the members in attendance at an Onʻāyoteʻa·kā niʻi Project Plan Workgroup meeting of an established quorum. E-polls are permissible so long as conducted in accordance with the Boards, Committees, and Commissions law. The Vice-Chairperson shall serve as the Chairperson’s designee for the responsibility of conducting an e-poll in the absence or discretion of the Chairperson.

### Stipends and Compensation

14. *Stipends.* Members of the Onλyoteʔa·ká niʔi Project Plan Workgroup shall be eligible for the following stipends as set forth in this section. Provided that, appointed Oneida Business Committee members shall not receive a stipend.
- (a) No more than two (2) per month, provided that for which a stipend of \$75 shall be paid for each meeting, provided that:
    - (1) A quorum was established;
    - (2) The meeting of the established quorum lasted for at least one (1) hour; and
    - (3) The member collecting the stipend was present for the entire meeting.
  - (b) A stipend for attending a duly called joint meeting between the Onλyoteʔa·ká niʔi Project Plan Workgroup and the Oneida Business Committee for which a stipend of \$75 shall be paid, provided that:
    - (1) A quorum was established by the Onλyoteʔa·ká niʔi Project Plan Workgroup;
    - (2) The joint meeting lasted for at least one (1) hour; and
    - (3) The member collecting the stipend was present for the entire joint meeting.
  - (c) For attending an event as defined in this subsection as approved by the Onλyoteʔa·ká niʔi Project Plan Workgroup.
    - (1) *Stakeholder Summits or Community Meetings.* A member shall receive \$25 per hour attended, provided that the Onλyoteʔa·ká niʔi Project Plan Workgroup shall identify the maximum hours which can be paid and the minimum hours which must be scheduled and attended.
    - (2) *Specifically Directed Projects.* A member shall receive a \$25 stipend per specifically directed project the scope of which is identified by memo and to specifically identified Standing Committee member(s). A specifically directed project includes, as examples and not limitation, representative presenting the quarterly report at an Oneida Business Committee meeting, representative on Facebook Live, or other social media activity.
  - (c) A stipend for attending a Judiciary hearing if the member's attendance at the Judiciary hearing was required by official subpoena.
  - (d) Task force and subcommittee members shall not be eligible for stipends unless specific exception is made by the Oneida Business Committee or the General Tribal Council.
15. *Compensation.* Besides travel, per diem and business expense reimbursements authorized in accordance with the Oneida Nation's policy for travel and per diem, and by the Boards, Committees, and Commissions law, sections 105.13-9, members shall not be eligible for any other form of compensation for duties/activities they perform on behalf of the Onλyoteʔa·ká niʔi Project Plan Workgroup.

### **Dissolution**

16. *Dissolution.* The Onlayoteʔa·ká niʔi Project Plan Workgroup dissolution is initiated upon acceptance of their final report by the General Tribal Council.
  - (a) Notice of Dissolution and Management of Records shall be conducted in accordance with the Boards, Committees, and Commissions law, sections 105.17-3 and 105.17-4.

Approved by OBC on January 10, 2024