

FY-2025 4th Quarter Report

DIVISION OF PUBLIC WORK

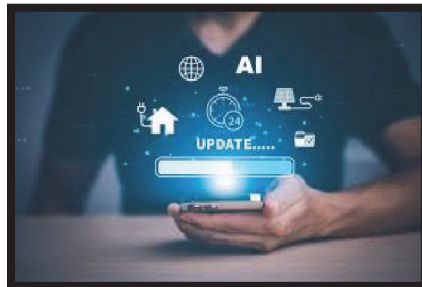
Status report of Outcomes/Goals

1. Which outcome/goal(s) does the Division wish to report on?
2. What metric is being used to measure the outcome/goal?
3. What are the accomplishments (i.e. positives, things for which the Division is proud, brags) have occurred over the reporting period that reflect the Division's progress for reaching the outcome/goal?
4. What can the community expect to see in the future (i.e. 6 months; next year; 18 months) from the Division related to the outcome/ goal?

Outcome/Goal # 1

UPDATING & EXPANDING TECHNOLOGY:

Technology will be brought current, systems will be connected/ data shared, technology will align with functional need



MEASUREMENT:

1. Adoption rate of staff – By implementing better technology we expect an efficiency benefit to staff as well as improved data capture which should encourage technology adoption.
2. Improved data outputs – An increase in the available reports and more accurate data.
3. Reduced administration – Incorporating automation and artificial intelligence to assist with tasks such as scheduling, and communication should significantly reduce administration.
4. Improved attraction and retention – Using the right tools will attract younger employees that expect to use modern technology in their work. Efficient and easy systems will encourage retention as well.

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Public Works sent out two major requests for proposal (RFP) during the third quarter. The first RFP was a fleet management RFP to inquire about fleet leasing, repair services, gas cards, and technology services. Finance returned the RFP requesting more data. The Treasurer suggested that a strategy balancing fleet leasing and direct purchasing of vehicles might work better. The CFO requested more information on ROI. This data is not available in the current finance system, however, the DPW administration team has located several boxes of maintenance data which they are entering into spreadsheets for analysis to show the impact of vehicle age on cost.

The CFO also suggested the fleet should be reduced in size to reduce cost. The Automotive Manager and Fleet Manager have been directed to develop standards to ensure the fleet is appropriately sized for the Nation's needs. This is to be completed by the end of FY26 Q2. The Fleet Manager will install GPS units on all compatible fleet vehicles, also by the end of FY26 Q2, to fully understand the needs and use of our fleet. This will help with FY27 planning and fleet sizing.

The second RFP is to replace the current facilities management software. The current software is many years out of date, uses work arounds to function properly, and has some parts that are broken. The RFP was sent out to seven vendors which have been systematically reduced through a process of interviews. We have just completed the final interview with the last two competitors, Archibus and Planon, and will meet with the selection team to choose the winner of the RFP.

This project is critical as it will help with automating the work request process by ensuring proper routing of work request based on asset owners and work requested. This is currently a manual process. It will allow for better tracking of labor and building maintenance costs by connecting to existing enterprise software. Improved project management features will allow for more efficient management of projects and planned maintenance. The facilities management software will impact every area of the Nation.

Public Works has also looked at updating GIS data with drone technology to capture Orthographic and Lidar images. Orthographic images are like photographs taken of an object from a single, straight-on perspective, typically front, top, and side views and communicate the exact dimensions and details of an object. The Lidar images are laser assisted images that provide precision measurements of the ground (topography), things in the ground (culverts), and things above the ground (tree canopies).

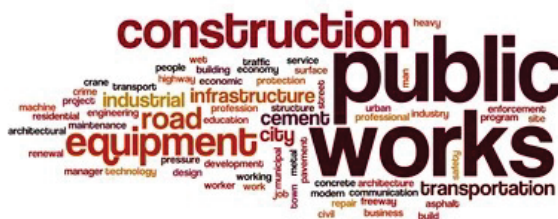
Combining these images allows us to determine the height, health, and age of our wooded areas and understand the impact on wildlife in those areas. We can also determine where stormwater is likely to form, flow, and pool. Which is important to manage erosion, keep our waters clean free of pollutants, and minimize flood risks.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

1. Identify current technology needs and outcomes. (Completed)
2. Coordinate with DTS and stakeholders to validate needs and establish phases and timelines to implement needed technologies. (Ongoing)
3. Establish implementation plan.
4. Measure outcomes for the various technology changes.

Outcome/Goal # 2

ANALYZING, ENGAGING, AND COMMUNICATING DIVISION BRAND IDENTITY



MEASUREMENT:

1. Customers Relations Improved – The number of customer complaints will be reduced as customers have a better understanding of services we provide. Metric - Customer response (Ongoing)
2. More efficient operation – Internal and external customers will work with us as partners as we increase trust and transparency. Metric - Engagement

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

Public Works has updated many of our pages on the Nation's website. One of the newest pages is the Energy Team page which has been reorganized to make it easier to find information important to the reader by using tabs. Now the reader can easily find out about the Tribal Residential Energy Program, MTERA, or current resolutions with a single click.

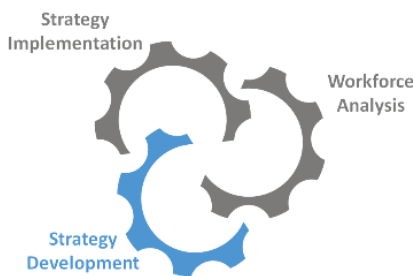
Another page that has had major renovations is the Utilities Page. Also using tabs, we have made it much easier to find the specific service a community member might be looking for. Members can quickly find information about the Nation's water quality by choosing Water Quality Reports. If they want to know about recycling or other waste management events they can select Harter's Customers. There is also a resource tab for Septic Customers and one Utility Customers can select to pay their bills. We have also added many pictures and illustrations to make the page more appealing to the readers.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

1. Add a web page to support Parish Hall Rentals. (Ongoing)
2. Continue to segment information on pages to make it easier for customers to navigate. (Ongoing)
3. Create an inventory of services and customers of the services. (Ongoing)
4. Communicate the services using appropriate communication channels and methods. (Ongoing)
5. Provide consistent services and quality of service to all customers. (Ongoing)
6. Promote partnership and teamwork as core values of Public Works. (Ongoing)

Outcome/Goal # 3

ESTABLISHING A WORKFORCE PLAN AND DEVELOPING EMPLOYEES



MEASUREMENT:

1. Positions are filled. Metric: Number of filled vs unfilled positions. (Ongoing)
2. Staff are qualified and can support vacancies. Metric: Development plans are in place. (Ongoing)
3. Departments will be able to address future needs due to changes and retirements. Metric: Strategic Plans and Succession Plans are in place. (Ongoing)
4. Staff are engaged and committed to their personal development. Metric: Tie employee development to their compensation. (Ongoing)

ACCOMPLISHMENTS RELATED TO THE OUTCOME/GOAL:

FY2025 has been challenging with a reduced hiring cap and cost savings measures being put in place. Public Works has seen a lot of our most senior employees retire. At the beginning of the year, we had the oldest average age employees but with retirements have fallen to second place behind Housing. As mentioned in previous reports, we anticipate seeing Public Works becoming younger through natural attrition as older employees retire and younger employees are hired.

This impacts our strategies as we plan for succession and design positions to meet future needs. One example is people have been moving away from college as the cost of higher education continues to increase. This makes apprenticeship programs, and other on the job development opportunities more attractive to employment candidates.

Public Work's already offers full apprenticeship opportunities in the traditional trades such as electricians and plumbers. We would like to create even more non-traditional apprenticeships in the future to grow our workforce and create advancement opportunities as aligned with Oneida's core values. As a step in that direction, Public Work's Automotive department will bring on two high school interns in FY26 to introduce them to automotive careers.

EXPECTATIONS/FUTURE PLANS REGARDING THE OUTCOME/GOAL:

1. Continue to look at our vision of the future for each area and how Public Works will prepare for that future.
2. Provide position specific development opportunities including development for future advancement opportunities.
3. Provide soft skills and leadership development opportunities for all employees that promote Oneida's Core values and positive work culture.
4. Provide technical training for new technologies as they are implemented.

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Photos (optional):



Shannon Stone, Division Director – Public Work