



Oneida Business Committee

Regular Meeting
9 a.m. Wednesday, Dec. 11, 2013
BC Conference Room, 2nd floor, Norbert Hill Center

Agenda

To get a copy of the agenda, go to: <http://oneida-nsn.gov/>

- I. Call to Order and Roll Call
- II. Opening
- III. Approve agenda
- IV. **Proclamation 9 a.m.**
 1. A Proclamation to make May 23, 2014 Oneida Nation Code Talkers Day
Sponsor: Ed Delgado

Note: *The families of the Oneida Code Talkers will be present to witness approval of the proclamation as part of ongoing efforts to honor and recognize the contributions of those Oneida Nation veterans awarded the Congressional Medal for their service as Code Talkers*
- V. **Minutes to be approved**
 1. Nov. 13, 2013 regular meeting minutes
 2. Nov. 22, 2013 emergency meeting minutes
- VI. **Resolutions**
 1. **Fee-to-Trust Application Property Address: 2465 Oakwood Drive, Green Bay**
Sponsor: Pat Pelky
 2. **Native Strong: Healthy Kids, Healthy Futures: Capacity Building Grant-Notah Begay III Foundation**
Sponsor: Joanie Buckley
- VII. **Reports**
 1. **Emergency Management** – Marty Antone
Excerpt from Oct. 23, 2013: Motion by Patty Hoeft to defer the Emergency Management report to the next Business Committee meeting, seconded by Vince DelaRosa. Motion carried unanimously.
Excerpt from Nov. 13, 2013: Motion by David Jordan to defer the Emergency Management report to the next Business Committee meeting, seconded by Vince DelaRosa. Motion carried unanimously.
 2. **Governmental Services Division** – Don White
Excerpt from Nov. 13, 2013: Motion by David Jordan to defer the Governmental Services report to the next Business Committee meeting, seconded by Vince DelaRosa. Motion carried unanimously.
 3. **Comprehensive Health Division** – Dr. Vir/Debra Danforth
- VIII. **Boards, Committees and Commissions**
 - A. **Appointments**
 - B. **Quarterly reports**
 1. **South Eastern Oneida Tribal Services** – Pamela Ninham, Chairwoman
Excerpt from Oct. 23, 2013: Motion by Brandon Stevens to defer the South Eastern Oneida Tribal Services quarterly report to the next Business Committee meeting, seconded by Paul Ninham. Motion carried unanimously.
Excerpt from Nov. 13, 2013: Motion by Melinda J. Danforth to defer the South Eastern Oneida Tribal Services quarterly report to the next Business Committee meeting, seconded by David Jordan. Motion carried with one abstention.

2. **Oneida Land Claims Commission** – Amelia Cornelius, Chairwoman
Excerpt from Nov. 13, 2013: Motion by Melinda J. Danforth to defer the Oneida Land Claims Commission quarterly report to the next Business Committee meeting, seconded by David Jordan. Motion carried with one abstention.
3. **Child Protective Board** – Lois Strong, Chairwoman
4. **Anna John Nursing Home Commission** – Melinda K. Danforth, Chairwoman
5. **Oneida Nation Commission on Aging** – Wes Martin, Jr., Chairman **REQUESTED DEFERRAL**
6. **Oneida Seven Generations Corporation** – William Cornelius, Chairman
7. **Oneida Airport Hotel Corporation Board** – Janice Skenandore-Hirth, Chairwoman
8. **Oneida Golf Enterprises** – Janice Skenandore-Hirth, Agent
9. **Bay Bank Corporation** – Lance Broberg, Chairman
10. **Oneida Total Integrated Enterprises** – Butch Rentmeester, Chairman

IX. Standing Committees

- A. **Legislative Operating Committee** – Melinda J. Danforth, Chairwoman
 1. Nov. 6, 2013 LOC meeting minutes
 2. Nov. 20, 2013 LOC meeting minutes
 3. Adopt resolution for amendments to **Community Support Fund Policy**
 4. Adopt resolution for amendments to **Oneida Trust Scholarship Policy**
 5. Adopt resolution for amendments to **Drug and Alcohol Free Workplace Policy**
- B. **Finance Committee** – Treasurer Tina Danforth, Chairwoman
 1. Dec. 6, 2013 Finance Committee meeting minutes
- C. **Community Development Planning Committee** – Vince DelaRosa, Chairman
 1. Nov. 7, 2013 CDPC meeting minutes
- D. **Quality of Life** – Paul Ninham, Chairman

X. General Tribal Council

1. **GTC annual meeting 6 p.m. Mon., Jan. 6, 2014, agenda and materials to printing and distribution, retroactive approval**

XI. Unfinished Business

1. **Standard procedure for offering premium pay**
Sponsor: Geraldine Danforth
Excerpt from Nov. 13, 2013: Motion by Vince DelaRosa to have HRD come back with standardized policy, that could be considered for everybody, which includes the time, when it starts and begins, what days it is offered and also the amount for all Holidays, seconded by Melinda J. Danforth. Motion carried unanimously.

XII. New Business/Requests

1. **Oneida Cemetery update**
Sponsor: Ed Delgado
2. **Request for information for 2014 first quarter Joint Business Committee/Trust Committee meeting**
Sponsor: Melinda J. Danforth
3. **Approve limited waiver of sovereign immunity for Wisconsin State-Transportation Electronic DMV Records Service Data Access contract**
Sponsor: Patrick Stensloff/Larry Barton
4. **Limited waiver of sovereign immunity for Wisconsin Document Imaging Contract #2013-1406, retroactive approval**
Sponsor: Jo Anne House
5. **Activate \$8,971,000 from approved FY2014 CIP budget for CIP #10-008 Casino Expansion Projects**
Sponsor: Butch Rentmeester
6. **Approve Gaming Facility License**
Sponsor: Troy Parr
7. **FY2014 Employment, Compensation & Benefits** – Geraldine Danforth, HR Area Manager
 - a. **Comprehensive Health Division: Approve workforce level change for Licensed Practical Nurse position**
 - b. **Development Division: Approve to hire within approved workforce levels in Custodial Department**

- c. **Governmental Services Division: Approve to post and hire a one-year, limited-term Project Manager position in Education and Training Department**
 - d. **Governmental Services Division: Approve to hire emergency temporary Library Aide for existing employee while on family leave**
 - e. **Governmental Services Division: Approve to hire an emergency temporary employee for Head Start Teacher position to replace employee on leave of absence**
 - f. **Governmental Services Division: Approve to hire two emergency temporary part-time employees in the Warehouse Worker position to replace vacant position**
 - g. **Internal Services Division: Approve to continue with posting of Network Analyst position open to all applicants until filled**
 - h. **Internal Services Division: Approve to fill vacant Business Systems Analyst position in MIS**
 - i. **Internal Services Division: Approve to post and fill vacant Desktop Support Trainee position in MIS**
 - j. **Gaming Commission: Approve to post to fill vacant Surveillance Technician in Surveillance Department**
 - k. **Human Resource Department: Approve Workforce Coordinator and one staff member to attend mandatory Administration for Native Americans (ANA) training, Jan. 8-9, 2014, Tulsa, OK**
8. **Judiciary Update**
Sponsor: Melinda J. Danforth
9. **Authorization to continue in-kind office space support to Tribal Procurement Technical Assistance Center (PTAC) at Skenandore building, retroactive approval e-poll**
Sponsor: Patty Hoeft

XIII. Travel

A. Travel Reports

B. Travel Requests

- 1. **Creating and Preserving Traditional Foods planning session, Warm Springs, Oregon, Dec. 12-13, 2013, retroactive approval e-poll**
Sponsor: Greg Matson, Paul Ninham
- 2. **White House holiday reception, Dec. 12-14, 2013, Washington, DC, retroactive approval e-poll**
Sponsor: Brandon Stevens
- 3. **WI Governor's Holiday reception, Dec. 10-11, 2013, Madison, WI, retroactive approval e-poll**
Sponsor: Ed Delgado
- 4. **2014 National Reservation Economic Summit (RES), March 17-20, 2014, Las Vegas, NV**
Sponsor: Tina Danforth

XIV. Additions

XV. Action in open session on items from Executive Session Discussion meeting of Dec. 10, 2013

A. Reports

- 1. **Chief Counsel report – Jo Anne House**
 - a. **Approve limited waiver of sovereign immunity for releasing personal information from Behavioral Health Program as requested under court order in case # 13 CM 1003**
- 2. **Gaming General Manager bi-monthly report – Louise Cornelius**
- 3. **Legislative Affairs/Communications monthly report – Nathan King**
- 4. **Oneida Seven Generations Corporation – William Cornelius, Chairman**
- 5. **Oneida Airport Hotel Corporation Board – Janice Skenandore-Hirth, Chairwoman**
- 6. **Oneida Golf Enterprises – Janice Skenandore-Hirth, Agent**
- 7. **Bay Bank Corporation – Lance Broberg, Chairman**
- 8. **Oneida Total Integrated Enterprises – Butch Rentmeester, Chairman**

B. Audit Committee – Councilman Brandon Stevens, Chairman

- 1. **Information Technology Compliance Risks**
Excerpt from Nov. 13, 2013: Motion by Melinda J. Danforth to defer items 4 and 5 under Audit Committee to the next Business Committee meeting, seconded by Vince DelaRosa. Motion carried unanimously.

2. **Request for Gaming General Manager and Chief Financial Officer to complete the Memorandum of Understanding (MOU) between CFO and Gaming Management**
Excerpt from Nov. 13, 2013: Motion by Melinda J. Danforth to defer items 4 and 5 under Audit Committee to the next Business Committee meeting, seconded by Vince DelaRosa. Motion carried unanimously.
3. **Oct. 24, 2013 Audit Committee minutes**
4. **Internal Audit October report w/Attachment A**
5. **Complimentary Items & Services Compliance Audit and lift the confidentiality requirement allowing Tribal members to view the audit**
6. **Title 31 Compliance Audit and lift the confidentiality requirement allowing Tribal members to view the audit**

C. Unfinished Business/BC directives

1. **Proposed Interim Enterprise Division Director assignment**

Sponsor: Ed Delgado

Excerpt from July 17, 2013: Motion by Patty Hoeft to assign the Farm and Printing to the Internal Services Division director and to complete in not more than 120 days an evaluation of those operations and recommendations to the Business Committee, seconded by Greg Matson. Motion carried with three opposed and the Chairman voting in support of the motion breaking the tie.

Excerpt from Nov. 13, 2013: Motion by Patty Hoeft to defer Proposed Interim Enterprise Division Director assignment to the next Business Committee meeting, seconded by Melinda J. Danforth. Motion carried unanimously.

D. New Business/Requests

1. **Review of Human Resource requests prior to Business Committee review**

Sponsor: Ed Delgado

2. **FY2014 Employment, Compensation & Benefits** – Geraldine Danforth, HR Area Manager

- a. **Custodial: Approve status change from part-time to full-time Custodian position**

Excerpt from Nov. 13, 2013: Motion by Patty Hoeft to defer this item to the next Business Committee meeting, seconded by Melinda J. Danforth. Motion carried with one abstention.

- b. **Comprehensive Health Division: Extend Interim Dental Supervisor position and retro-active pay**

- c. **Development Division: Approve 15 percent additional duties compensation for employee overseeing Oneida Housing Authority construction projects**

- d. **Development Division: Approve additional duties for manager of Oneida Housing Authority with previous wage increase of 15 percent and to be retro-active from date wage was reduced**

- e. **Gaming Division: Hire emergency temporary Seamstress while existing employee on medical leave**

- f. **Internal Services Division: Approve change to Cannery employee from half-time to full-time**

3. **Approve limited waiver of sovereign immunity for Employee Resource Center contract**

Sponsor: Larry Barton

4. **Approve procedural exception for land acquisition**

Sponsor: Pat Pelky

5. **Pardon and Forgiveness Recommendations** – Vicki Deer, Pardon and Forgiveness Screening Committee Chairwoman

- a. **Antonio Hernandez**

- b. **Kevin House**

- c. **Patricia Thomas**

- d. **Sherry Skenandore**

- e. **Wayne Leutjen**

E. Additions

XVI. Adjourn

Posted on the Tribe's official Web site at <http://www.oneida-nsn.gov/> at 11:30 a.m. Friday, Dec. 6, 2013 pursuant to the Oneida Open Records and Open Meetings Law, section 7.17-1. Open session materials for this meeting are available to Tribal members by going to the Members-Only section of the Tribe's official web site at: <http://oneida-nsn.gov/login.aspx>. For information about this meeting or how to obtain your Members-Only log-in and secured password, please call the Tribal Secretary Office at (920) 869-4364 or (800) 236-2214.