



Oneida Tribe of Indians of Wisconsin

Finance Administration

Phone: 920- 869-4325

FAO@oneidanation.org

MEMORANDUM

To: Oneida Business Committee
Cc: Finance Committee
Fr: Denise Vigue, Executive Assistant-Finance
Dt: **October 14, 2014**
Re: E-Poll Results - FC Minutes of October 13, 2014

An E-Poll vote of the Finance Committee was conducted on Oct. 13, 2014 and completed today to approve the Oct. 13, 2014 Finance Committee meeting minutes. The results of the completed E-Poll are as follows:

E-POLL RESULTS: There was a Majority 5 YES votes from Jennifer Webster, Fawn Billie, Christine Klimmek, Patrick Stensloff, and Chad Fuss to approve the October 13, 2014 Finance Committee Meeting Minutes.

These minutes will be placed on the next BC agenda of October 22, 2014 for approval and the next Finance Committee agenda of November 3, 2014 to accept this E-Poll action.

YawAko



ONEIDA FINANCE COMMITTEE

REGULAR MEETING MINUTES

OCTOBER 13, 2014

Business Committee Executive Conference Room

Members Present:

Larry Barton, CFO/FC Vice-Chair
 Fawn Billie, BC Council Member
 Patrick Stensloff, Purchasing Director

Jennifer Webster, BC Council Member
 Chad Fuss, AGGM/Gaming GM Designee
 Christine Klimmek, Community Elder Member

Members Excused: Trish King, Treasurer/FC Chair

Others Present: Robert Keck, Jacque Boyle, Michael Showers, Scott Denny, Shane John, and Denise Vigue, FC Recording Secretary

- I. **Call to Order:** The Finance Committee meeting was called to order by the Vice-Chair at 10:00 A.M.
- II. **Approval of the Agenda:** Motion by Chad Fuss to approve the October 13, 2014 Finance Committee agenda with one ADD ON under Capital Expenditures and three ADD ON's under New Business. Seconded by Patrick Stensloff. Motion carried unanimously.
- III. **Approval of the Minutes:**
 1. **September 29, 2014 (Approved via E-Poll on 9/29/14):**
 Motion by Patrick Stensloff to approve the E-poll action of Sept. 29, 2014 approving the Finance Committee meeting minutes of Sept. 29, 2014. Seconded by Fawn Billie. Motion carried unanimously.
- IV. **Tabled Business:** None
- V. **Capital Expenditures:**
 1. **ADD ON: Carry Over Capital Expenditures FY14 funds (3 projects)**
 Jacque Boyle, DPW Facilities
 Requestor delayed, Treasurer's Office asked for defer to later in the agenda.
 Motion by Chad Fuss to defer this item until later in the agenda when requestor arrives. Seconded by Jennifer Webster. Motion carried unanimously.

 Motion by Chad Fuss to go back to deferred item now that Jacque Boyle has arrived. Seconded by Fawn Billie. Motion carried unanimously.

 Jacque Boyle arrived and provided more details and handouts of the three projects currently in progress but not yet completed; including One Source Technology and 3 Way Valve for work at the Turtle School and Surge Protection in various tribal buildings; all can be completed by Dec 1, 2014, Jacque will relay to all staff /vendors of timeline; total costs is \$201,645.00 with some already paid out.

 Motion by Christine Klimmek to approve the Add On request for the carryover of FY14 Capital Expenditures for DPW Facilities to complete projects that are in progress noting this is a procedural exception and final approval must come from the Business Committee. Seconded by Fawn Billie. Motion carried unanimously.
- VI. **Casino Expansion Project:** None
- VII. **New Business:**
 1. **FY15 Blanket PO - Crawford Insurance Premium Payments for Workers Comp Claims**
 Robert Keck, Risk Management

This is for workers comp claim payments for the FY2015 year; discussion of safety efforts and information to employees to ensure costs are minimized as much as possible.

Motion by Patrick Stensloff to approve the FY 2015 Blanket Purchase Order for Workers Comp Claims with Crawford Insurance in the amount of \$809,896.00. Seconded by Jennifer Webster. Motion carried unanimously.

2. FY15 Blanket PO - Ameritas Premium Payments for Vision Claims

Robert Keck, Risk Management

This is a multi-year contract; this is self-funded vision benefits with an 80/20 split; it is year two of three annual payments.

Motion by Jennifer Webster to approve the FY 2015 Blanket Purchase Order for Vision Claims Premiums with Ameritas in the amount of \$394,000.00. Seconded by Fawn Billie. Motion carried unanimously.

Christine Klimmek arrived at 10:10 AM

3. FY15 Blanket PO - UNUM Term Life Premium Payments

Robert Keck, Risk Management

This is 100% tribal benefit to employees; the employees can elect to add supplemental term life benefits at their own cost; this is a new agreement with current provider and is the annual premium

Motion by Christine Klimmek to approve the FY 2015 Blanket Purchase Order for Term Life Insurance Premium payment with UNUM in the amount of \$395,616.00. Seconded by Chad Fuss. Motion carried unanimously.

4. FY15 Blanket PO - UNUM Short Term Disability Premium Payments

Robert Keck, Risk Management

Christine Klimmek mentioned there were some payment problems she and others have experienced this past year; she will get together with Bob Keck to discuss and provide more information.

Motion by Jennifer Webster to approve the FY 2015 Blanket Purchase Order for Short Term Disability Premium payments with UNUM in the amount of \$520,789.00. Seconded by Christine Klimmek. Motion carried unanimously.

5. FY15 Blanket PO - UNUM Long Term Disability Premium Payments

Robert Keck, Risk Management

Same premium as last year, again with 80/20 split payment; there was a general discussion of bids and other vendors for cost comparisons and to ensure tribe getting best rate.

Motion by Christine Klimmek to approve the FY 2015 Blanket Purchase Order for Long Term Disability Premium payments with UNUM in the amount of \$334,325.00. Seconded by Chad Fuss. Motion carried unanimously.

6. FY15 Blanket PO - UNUM Voluntary Group Life Insurance Premium Payments

Robert Keck, Risk Management

This is the voluntary term life product tribe offers facilitated via payroll deductions from employees; discussion of costs and best rates of all plans if offered separate or bundled

Motion by Jennifer Webster to approve the FY 2015 Blanket Purchase Order for Voluntary Group Life Insurance Premium payments with UNUM in the amount of \$247,992.00. Seconded by Christine Klimmek. Motion carried unanimously.

7. ADD ON: OTIE -Elder Village & Green Valley II -PO

Mike Showers, Project Manager, Engineering

Mike Showers provided more details and handouts of his request; seeking approval of Purchase Order now to provide time to complete enough before winter weather; construction will be for 8 cottages for elders at Elder Village; 3 split level homes and 5 duplexes at Green Valley II site; general discussion of bid process, HUD bonding, and responsible subcontracting utilizing Indian Preference guidelines; estimated completion date is Dec. 2015; there is a meeting on Wednesday to provide more information and discuss further concerns.

Motion by Christine Klimmek to approve the Add On request for a Purchase Order for OTIE to complete construction on the Elder Village and Green Valley II projects in the amount of \$6,234,082.00. Seconded by Fawn Billie. Motion carried unanimously.

8. ADD ON: Richards Heating & Cooling

Scott Denny, Oneida Housing Authority

This is an upgrade to 25 older existing units; spending down grant funds; there were only 2 bids; handouts were provided.

Motion by Chad Fuss to approve the Add On request for Purchase Order with Richards Heating & Cooling in the amount of \$66,250.00. Seconded by Jennifer Webster. Motion carried unanimously.

9. ADD ON: LifeGas, LLC

Nola Feldkamp, AJRCCC

Patrick Stensloff has been working with the AJRCCC on this service; handouts provided; in the past another vendor was used but that vendor charged higher rates and then contracted with this vendor; he went directly to this vendor and negotiated much lower rates, agreement will be multi-year with a fixed price that will provide substantial savings for the tribe; he and AJRCCC representatives are hoping to do the same with other vendors they use. Committee members congratulated Purchasing Director on a job well done.

Motion by Christine Klimmek to approve this Add On request for the LifeGas, LLC Purchase Order for liquid oxygen and supplies as need for residents at the Anna John Nursing Home in the amount of \$78,500.00. Seconded by Fawn Billie. Motion carried unanimously.

VIII. Executive Session: None

IX. Follow Up: None

X. Thank You /FYI: None

XI. Adjourn: Motion by Chad Fuss to adjourn. Seconded by Christine Klimmek. Motion carried unanimously. Meeting ended at 11:07 A.M. The Committee noted this is the last meeting for Christine Klimmek and congratulated and thanked her for her nine years of service on the Finance Committee and wished her the best in the future.

Minutes taken and transcribed by:
Denise Vigue, Executive Assistant in Finance
& Finance Committee Recording Secretary

Finance Committee E-Poll Minutes Approval Date: October 14, 2014

Oneida Business Committee FC Minutes Approval Date: _____