

Squaxin Island Tribal Law Enforcement Committee By-Laws

Purpose of the Law Enforcement Committee: The Law Enforcement Committee is established by the Squaxin Island Tribal Council to provide advice and recommendations back to the Council and the Chief of Police concerning law enforcement policies, procedures, and laws that may need revision from time to time.

Authority of Committee: The Committee is authorized to provide advice and recommendations to the Tribal Council and the Law Enforcement Department. The Committee is not authorized to give direction to any staff members or independently establish policy. The Law Enforcement Committee will abide by the provision of the Squaxin Island Commissions and Committees Policy Ordinance.

Committee Membership: The Committee will consist of five (5) members as appointed by the Tribal Council for a term of three (3) years. Three (3) members shall constitute a quorum.

No Law Enforcement employee or immediate family member of a Law Enforcement employee shall be eligible for appointment to the Law Enforcement Committee.

All members shall be subject to removal by the Tribal Council for failure to fulfill their responsibilities and/or failure to use discretion in confidential matters outside committee meetings. Vacancies on the Law Enforcement Committee due to resignation or removal shall be filled in the same manner as the original appointment and shall be for the remainder of the unexpired term.

Officers: At its first regularly scheduled meeting, after appointment of the committee membership, the committee will elect a Committee Chairperson, Vice-Chairperson, and a secretary for a one year term. Election of officers will be conducted each February thereafter.

The Chairperson shall preside at all meetings and shall receive and coordinate all matters to be reviewed by the Committee. The Chairperson shall report committee activities to the Tribal Council and/or the Chief of Police as the need arises or upon request.

The Vice-Chairperson shall assume the duties of the Chairperson in his/her absence.

The Secretary shall keep records of the meetings and record all recommendations to be made to the Tribal Council.

Decision Making Authority: Decisions on issues will be voted on by voice vote. A vote shall be considered to be official if passed by a simple majority.

Meeting Schedule: Meetings will be held quarterly; each February, May, August, and November. The meetings will be held the 2nd Tuesday of those months. Committee members will be notified by written notice or by documented phone calls. The community will be notified of the meetings in the Klah-Che-Min News.

Meetings shall be open to the community, unless it is of confidential nature. Emergency meetings may be held when necessary.

Meeting Procedure: Meetings will be conducted using Robert's Rules of Order. The chairperson will prepare an agenda. Committee members will wait 15 minutes past scheduled meeting time for a quorum to be present.

Minutes and Reporting Requirements: Minutes will be recorded at each meeting. The secretary shall record the minutes. Minutes shall be approved by the committee at the next scheduled meeting. All minutes shall reflect who attended the meeting.