



SQUAXIN ISLAND TRIBE

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Shelton, Washington 98584

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RESOLUTION NO. 82-19
of the
SQUAXIN ISLAND TRIBAL COUNCIL

WHEREAS, the Squaxin Island Tribal Council is the Governing Body of the Squaxin Island Tribe of Indians by the Authority of the Constitution and By-laws of the Squaxin Island Tribe, as approved and adopted by the General Body and the Secretary of the Interior on July 8, 1965; and

WHEREAS, the Squaxin Island Tribal Council has been entrusted with the overall health, education and welfare of its' Tribal Members; and

WHEREAS, the Squaxin Island Tribal Council feels the necessity to form a Local Indian Child Welfare Advisory Committee (LICWAC) with Skokomish Indian Tribe and the Shelton Community Service Office (CSO) of the Department of Social and Health Services (DSHS) to:


- 1) promote relevant social service planning for Indian children.
- 2) encourage the preservation of Indian families and Tribes and the heritage of each Indian child referred to DSHS.
- 3) assure that necessary assistance is provided to departmental staff, by Indian tribal representatives, in the social service planning for Indian children for whom the department has a responsibility.

NOW THEREFORE BE IT RESOLVED, the Squaxin Island Tribal Council hereby approves and adopts the attached By-laws for the Local Indian Advisory Committee.

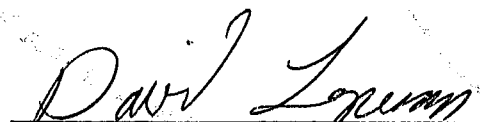
CERTIFICATION

The Squaxin Island Tribal Council does hereby certify that the above resolution was adopted at a regular meeting of the Squaxin Island Tribal Council held on this 24th day of April, 1982, at which time a quorum was present and passed by a vote of 3 for and 0 against.


David W. Whitener, Chairman


Evelyn Allen, Vice Chairman

ATTESTED BY:


David Lopeman, Secretary



BY-LAWS
FOR THE
LOCAL INDIAN CHILD ADVISORY COMMITTEE

The Skokomish Indian Tribe, the Squaxin Island Tribe and the Shelton Community Services Office (CSO) of the Department of Social and Health Services (DSHS) feel the necessity to participate in and encourage mutual understanding in the delivery of services to Indian Citizens and hereby form a Local Indian Child Welfare Advisory Committee (LICWAC) to meet their respective needs.

The purpose of the Indian Child Welfare Advisory Committee is:

- 1) to promote relevant social service planning for Indian children
- 2) to encourage the preservation of Indian families and Tribes and the heritage of each Indian child referred to DSHS; and
- 3) to assure that necessary assistance is provided to departmental staff, by Indian tribal representatives, in the social service planning for Indian children for whom the department has a responsibility.

The function of the LICWAC, to be performed by the full committee, or a subcommittee thereof, shall include, but not be limited to the following:

- 1) to assure that necessary assistance is provided to DSHS staff regarding the provision of adoption, foster care, child protective services, family reconciliation, and all other social services to Indian children and their families;
- 2) to review the situation of each Indian child after necessary and appropriate consents have been obtained; .
- 3) to assist in the recruitment of Indian foster and adoptive homes, to make recommendations regarding licensing of foster and adoptive homes for Indian children;
- 4) to provide culturally relevant services to Indian children.
- 5) to recommend case and treatment plans for each Indian child;
- 6) to assist in the implementation of recommended plans; and
- 7) to act in an advisory capacity of the Regional Director and Community Services Administrator regarding the Department's implementation and monitoring of the rules related to foster care, child protection, adoption, family reconciliation, and all other child welfare services to Indian children and their families.

ARTICLE I

MEMBERSHIP

1. The Local Indian Child Welfare Advisory Committee (LICWAC) shall consist of three (3) members and one (1) alternate from each tribe.
2. The alternate shall assume the duties and responsibilities of an absent member or vacated position. If necessary, the respective Tribal Council will be requested to designate nominees to fill the vacated position.
3. The Committee shall consist of representatives designated by the tribal government. Initial designation will be made by Tribal Council resolution.
4. The Regional Director shall appoint committee members from among those individuals designated by Indian tribal governments and organizations.
5. All committee members shall make a commitment to serve at least two (2) years.
6. Membership shall be automatically renewed upon presentation of a letter of commitment in the October meeting in even numbered years.
7. Membership may be terminated by letter of resignation; by request of the Regional Director, or respective Tribal Council; or by unexcused absences at three consecutive regular meetings. An excused absence shall be established by prior notification to the Recorder, for placement in the minutes.
8. Resignations, terminations and all other vacancies must be made in writing and delivered to the Chairperson at least 10 working days prior to the relinquishment of their duties.
9. The Recorder will notify, in writing, the respective Tribal Council, the Tribal Social Services Department and the Regional Director within 5 working days of the effective date of vacancy.

ARTICLE II

OFFICERS

1. Officers shall consist of a Chairperson, and a Recorder.
2. Officers' terms will be two years.

3. Officers can serve no more than two consecutive terms in any given office.
4. Members shall hold only one LICWAC office at any given time.
5. Duties of the Chairperson are: a) conduct meetings; b) call meetings, (establish time and place); c) set agendas; d) act as liaison with DSHS and respective tribes; e) when necessary, call for changes in committee organization and/or functions; f) identify the needs and coordinate for appropriate training of individual LICWAC members and/or the Committee as a whole; g) represent LICWAC as designated by the committee; h) review DSHS client files as appropriate; i) appoint an acting Chairperson to assume the responsibilities of the Chairperson; j) notify Recorder of own absence and appointee.
6. Duties of the Recorder are: a) notification (i.e. vacancies, absences); b) as stipulated in Article I, Section 9, take and distribute minutes to the membership from each LICWAC meeting, within 5 working days of the meeting. Distribution is to include the Regional Office; c) verify that a release of information has been obtained prior to the presentation of any case in LICWAC; d) establish and maintain the confidential file of LICWAC minutes; e) contact committee members and all others requested for meeting attendance; f) maintain membership records annually; g) prepare rough drafts of final LICWAC recommendations and obtain initials of those members present prior to the close of each meeting; h) appoint an acting Recorder to assume the responsibilities of the Recorder in case of absence; i) notify Chairperson of absence and appointee.
7. Excused or unexcused absence of three (3) consecutive regular meetings shall be deemed an automatic resignation from the officers' position.
8. The permanent vacancy of an officer will result in the temporary placement of an appointee to that office, by consensus of the Committee.
9. A special election to fill the remainder of the term of an officer's position will be held the next regularly scheduled meeting.

ARTICLE III
COORDINATOR

1. The DSHS Regional Director and/or the Community Services Office Administrator shall appoint, in consultation with the Tribal Council a member of the CSO's Child Welfare staff as a Coordinator to the Committee.
2. The Coordinator responsibilities include: a) assure that casework staff have drafted appropriate referrals, and obtained requisite releases; b) serve as liaison between DSHS and the tribal representatives appointed to the Committee; c) in the event of temporary absence, appoint an alternate to fill the position; d) familiarize DSHS staff with the LICWAC procedures.

ARTICLE IV
VOTING

1. Voting will take place for: a) elections; b) adoption of minutes; c) adjournment of meetings; d) caseplan recommendations; e) all issues impacting the organization or function of the Committee.
2. All members of the Committee shall have the right to vote on all issues presented to the Committee.
3. For all motions, a simple majority is required to carry a motion.
4. All votes will be recorded.
5. Decisions on case plans will ordinarily be by voice vote. The Chairperson has the discretion to choose alternate means of voting.
6. Elections shall be by secret ballot.

ARTICLE V
MEETING

1. Meetings will be held monthly.
2. A quorum will consist of a number equal to 50% of the membership, provided that each Tribe is represented by at least one member.

3. Whenever possible, Indian children will be placed with Native American relatives or Native American receiving homes.
4. The Coordinator will notify the Committee Chairperson of placement of children within one working day.
5. If possible, the Chairperson will call an emergency meeting prior to shelter care hearing.
6. When there is new case information available, which may impact the LICWAC recommendation, the Service Worker shall request an immediate staffing.
7. If, in a case scheduled for court, information becomes available which may impact LICWAC recommendations, DSHS shall request a continuance.
8. When tribal representatives and DSHS agree to disagree on a case plan, impasse shall be declared.

ARTICLE VI

IMPASSE PROCEDURES

1. When impasse is declared, formal position statements shall be drafted by the Committee and Coordinator, showing reasons for the positions taken.
2. The Chairperson shall schedule a review with the CSO Administrator and submit the LICWAC position.
3. The CSO Administrator shall review the documentation and meet with the Chairperson and the Coordinator within seven (7) calendar days. The CSO Administrator shall submit a written decision within seven (7) days of the submission of documentation.
4. If resolution is not achieved at this level, the case shall be referred by the CSO Administrator to the Regional Director or designee. A response will be made within fourteen (14) calendar days of submission of information.

5. If resolution is not achieved at this level, the case shall be referred by the Regional Director to the Assistant Secretary of the Division of Community Services. A decision will be made within 30 calendar days of submission of information.
6. The decision of the Assistant Secretary is final.

ARTICLE VII

AMMENDMENTS

1. Proposed amendments shall be submitted, in writing, to the Chairperson one regular meeting prior to vote.
2. Approval requires a simple majority of the Committee.
3. Each respective Tribal Council and the CSO Administrator must approve amendments prior to final adoption by the LICWAC.