

# CONFEDERATED TRIBES of the CHEHALIS RESERVATION

RESOLUTION NO. 2019-042

RE: Approving and authorizing the Chehalis Tribal Youth Council Bylaws and Policies

**Whereas:** The Business Committee of the Confederated Tribes of the Chehalis Reservation is the duly constituted governing body of the Chehalis Tribe, in accordance with the Constitution and By-laws adopted by voting members of the Tribe and approved by the Commissioner of Indian Affairs; and

**Whereas:** The Business Committee is responsible for protecting and enhancing the social, health, educational and economic well-being of Tribal Members; and

**Whereas:** The Confederated Tribes of the Chehalis Reservation has determined that there is a need to create a Youth Council in order to support the development of Tribal youth ages 12 to 17 in good citizens of the Tribe and in order to foster Tribal youths understanding of the culture, tradition, history and way of life of the Chehalis people; and

**Whereas:** The Business Committee has reviewed the Youth Council Bylaws and Policies ("Bylaws") and believe the document will foster the Youth development which is essential to becoming an active member of the Tribe;

**Now Therefore, Let It Be Resolved:** That the Business Committee of the Chehalis Tribe does hereby adopt the Bylaws as the formation and guidance documents of the Chehalis Tribal Youth Council. A copy of the Bylaws is attached hereto and made a part hereof..

*Certification: This Resolution, Number 2019-42, was duly considered and approved at a regularly scheduled meeting of the Chehalis Business Committee held on April 9, 2019, at which a quorum was present. The vote being 4 For, 0 Against, with 0 Abstentions.*

Signed:

Harry Pickernell, Sr.  
Chairman

Attested:

David Burnett  
Secretary



# Chehalis Tribal Youth Council

Effective Date: \_\_\_\_\_

Approved by Resolution #: \_\_\_\_\_

## Introduction

Our goal is to teach our youth new learning opportunities and experiences that will later help them to be successful adults. We will do this by involving youth 12-17 years of age in tribal community events, cultural practices, hands-on experiences, chemical dependency prevention, and fund management.

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# Chehalis Tribal Youth Council

## Name

The official name is Chehalis Tribal Youth Council or Youth Council in short.

## Purpose

Youth Council offers youth new learning opportunities and experiences that will later help them to be successful adults. Youth Council is expected to conduct activities in community service, heritage and culture, environment and healthy lifestyles. Youth will make the most of their opportunities and experiences through:

- Learning how to work with other young people
- Building strong and lasting friendships
- Developing greater self-esteem and self-confidence
- Developing communication, leadership and organization skills
- Gaining self-worth and inner-strength to battle negative peer pressure
- Learning how to be respectful
- Learning how to take responsibility for their actions
- Learning the ways of the Chehalis Tribal People

## Participation Requirements

The Youth Council will consist of members between the ages of 12-17. Members must strive to be in good standing with school, the Youth Activities Program and abide by the common rules of the Youth Center. Members must be active in classes offered at the Youth Center for a minimum of twice a week when available. Members shall also be active in a planned Youth Council event for a minimum of one (1) hour.

## Duties of Members

Our Youth Council maintains its own identity, which is based on the needs and values of our community. The Youth Council members agree to:

- Honor religion, traditional customs and community involvement
- Participate with the Youth Center regularly, minimum of twice a week.
- Set up monthly meetings to discuss Youth Council related topics
- Participate in classes offered by Chehalis Tribal programs that promote individual health, wellness, heritage and culture
- Assist when needed with Chehalis Tribal Elder's program and other community events
- Show respect for other members
- Understand and accept that participation at meetings and events is necessary
- Encourage other members to express their ideas for the benefit of all, even if it means less time for presenting personal ideas
- Give constant, active attention to the group's activity during the meeting

# Chehalis Tribal Youth Council

- Know the purpose of the meeting and help keep the ideas on track to get things done
- Check on assigned responsibilities and receive guidance and authority to carry them out
- Accept the responsibility of Youth Council Membership by actively participating in all organized meetings, committees, and activities.

## Youth Council Officers

The Youth Council Committee is composed of five (5) elected officers. Nominations for Officer Positions are made by Youth Council members. The Officers shall be elected by ballot and determined by majority vote. Officers will serve for (1) year.

Expectations of elected officers:

- Tribal and/or community member
- Actively involved in the Youth Center and community
- Passing grades
- Be able to attend all Youth Council functions
- Be respectful, have integrity, be honest and reliable
- Responsible to run the Youth Council meetings, events, fundraisers and trips

Officers shall consist of:

- Chair
- Vice-Chair
- Secretary
- Treasurer
- 5<sup>th</sup> Member

Officers shall serve until their successors are duly elected.

All Youth Council committee meetings are open to all Youth Council members. If any Committee Officer is absent more than three (3) consecutive meetings unexcused, they may be replaced at the next Youth Council meeting. Unexcused absences occur when an Officer is absent without notifying the Committee of their absence beforehand.

Quorum consists of three (3) members present at scheduled meeting.

## Duties of Officers

### **Chair:**

Shall be the principal officer of the group and shall supervise and control the affairs of the group. The Chair will preside at all membership meetings.

### **Vice Chair:**

In absence of the Chair, the Vice Chair shall perform duties of the Chair.

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## **Secretary:**

Keeps minutes of the membership meetings and committee meetings. Sees that all notices are given in accordance with the bylaws, keep current membership list, and in general, perform all duties related to the office of the Secretary.

## **Treasurer:**

The Treasurer shall have custody and be responsible for the collection and disbursements of all funds of the group with assistance of the adult advisor. The Treasurer will prepare and present a financial report at each meeting. An adult advisor shall co-sign all deposits, check requests, financial reports, and all items relating to funds.

## **5<sup>th</sup> Member:**

Take part in any area of and for the other elected officers if none are able to be present.

## **All Positions:**

All Officers shall strive to meet with Business Committee on a quarterly basis to present Youth Council updates, events, activities, and other relevant information.

All Officers shall strive to meet bi-weekly to discuss matters and to prepare for monthly Youth Council meetings and calendar.

## **Duties of the Advisor**

The Youth Council will select an adult to serve as an advisor. They are to assist in the creation of Youth Council and provide guidance to Youth Council as needed.

The advisor assumes a variety of roles and responsibilities. They may be a guide, a counselor, a motivator, a promoter, or a coach. However, the advisor's primary role is that of a facilitator.

The advisor will allow for the youth to make the decisions and help them to stay in good standing. The advisor keeps in mind that the Youth Council is for and by the youth.

## **Expectations of advisor:**

- Tribal and/or community member
- Must be a Chehalis Tribal Government employee
- Cannot have current problems or evidence of past indiscretion(s) with any youth related program or activities
- Must be willing and able to submit to and pass a periodic drug test and background check
- Cannot be the subject of any past or current Protection Order
- Trustworthy, honest and active in the community and tribal events

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- Must be present at all events, meetings, fundraisers, or any other Youth Council related assembly
- Must have general knowledge of Youth Council and how to interact with youth appropriately
- The role must be taken seriously and must demonstrate leadership qualities
- May reach out to other departments within the Chehalis Tribe or community members to aide in chaperoning Youth Council related events
- Obtain medical release forms when youth take trips
- Serve as a liaison between Youth Council and the Tribal Government
- Assumes the responsibilities and duties of a chaperone

## Meetings

Meetings will be held regularly to discuss Youth Council related events. The meetings shall happen once a month at the Youth Center in the Teen Room on the third Tuesday of each month at 3pm or approximately right after the youth arrive from school.

A notice of time, place and agenda will be provided to all voting members ten (10) days prior to the meeting. These meetings will consist of reports from officers, planning for future social functions, and other related topics. Must be present to make a vote.

## Fundraising

The Youth Council may hold fundraisers to assist in raising funds for events, activities and/or fieldtrips. The youth will discuss details and vote at meetings to determine what type of fundraiser, what will the cost be, who will help and who will attend. Funds may be used for any of the following expenses related to:

- Fieldtrips
- Events
- Activities
- Supplies

## Fieldtrips

Youth Council may attend activities and events offsite. In order to attend, participants are expected to:

- Assist in an Elder or community event for a minimum of one (1) hour
- Assist with fundraising events/activities for a minimum of one (1) hour
- Have an updated medical release form and emergency contact information

Fieldtrip guidelines are as follows:

- Must be age appropriate and conducive to the values of the program

# Chehalis Tribal Youth Council

- Must have an adult to youth ratio of 1:10
- Overnight stays require both an adult male and female chaperone for co-ed events and adherence to the youth to adult ratio above

## Chaperones

The single most important way to mitigate risk of harm is to ensure chaperones are vigilant when it comes to supervising youth. Chaperones are expected to:

- Be an employee of the Tribal Government
- Cannot have current problems or evidence of past indiscretion(s) with any youth related program or activities
- Submit to and pass a periodic drug test and background check
- Cannot be the subject of any past or current Protection Order
- Adhere to the Tribe's Policies and Procedures (i.e., Personnel and Travel)
- Be accountable to adequately monitor and supervise youth
- Exercise good judgement when monitoring and supervising youth

## Code of Conduct

We are one group, but we represent many ideas, experiences and backgrounds. We value each other's contributions and believe that everyone should have an equal chance to succeed. This is essential in order to advance our goals and initiatives.

All staff, participants, members, and others who may interact with Youth Council agree to do our part to keep it an inclusive and respectful place to be. We agree to do this by:

1. Driving a positive environment
2. Value the input of others
3. Respect and share the diversity of each other's talents, abilities and experiences
4. Foster an atmosphere of trust, openness and candor
5. Leading by example
6. Respecting others and succeeding together
7. Promoting a healthy and safe environment

Harassment and violence will not be tolerated. This includes unwelcome verbal, visual, physical or other conduct of any kind that creates an intimidating, offensive environment. The following is specifically prohibited:

1. Sexual harassment
2. Offensive language or jokes
3. Racial, ethnic, gender or indigenous slurs
4. Degrading comments
5. Intimidating or threatening behavior

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6. Showing hostility towards others because of individual characteristics, talents, or abilities
7. Verbal assaults, threats or any expression of hostility, intimidation, or aggression


Drugs and alcohol are strictly prohibited. Any person present or participating with the Youth Council is expected to be free from the influence of any substance that could impair judgement. We therefore prohibit:

1. Illegal drugs
2. Controlled substances (i.e., alcohol)
3. Impairment from the misuse of prescription or over-the-counter drugs

## Policy Violations

Youth Council strives to maintain practices that ensure mutual trust and respect, as well as fairness. Clear and open channels of communication between officers, participants and others are essential to maintaining this positive environment.

Violations to this policy may result in the following:

	First Occurrence	Second Occurrence	Third Occurrence	Fourth Occurrence	Authority to Enforce
Employees, Chaperones, Adult Advisor and Volunteers	Verbal Warning			Termination	Direct Supervisor accordance to Personnel Policies
All Youth Participants	Verbal Warning	Written Warning	Not allowed to participate for 1 month and/or the next 2 classes	Not allowed to participate for 3 months and/or the next 6 classes	Department Director and/or Program Manager

The Youth Council has zero tolerance for violence, alcohol or drugs. Any violation to this may result in immediate removal or termination from the Youth Council.



# Chehalis Tribal Youth Council

By signing below, I acknowledge that I agree to abide by the Chehalis Tribal Youth Council Bylaws and Policies as outlined in this document.

## YOUTH:

\_\_\_\_\_  
Youth Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Youth Printed Name

\_\_\_\_\_  
Phone

## PARENT/GUARDIAN:

\_\_\_\_\_  
Parent/Guardian Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Parent/Guardian Printed Name

\_\_\_\_\_  
Phone

## ADVISOR OR CHAPERONE:

\_\_\_\_\_  
Advisor or Chaperone Signature

\_\_\_\_\_  
Date

\_\_\_\_\_  
Advisor or Chaperone Printed Name

\_\_\_\_\_  
Phone