



BYLAWS
of
SAULT STE. MARIE TRIBE OF CHIPPEWA INDIANS
HEALTH BOARD

ARTICLE I

The name of the organization shall be the Sault Ste. Marie Tribe of Chippewa Indians Health Board, herein called the Health Board.

ARTICLE II

The headquarters of the Health Board will be 2468 Ashmun Street, Board Room #110, Sault Ste. Marie, Michigan 49783.

ARTICLE III

Section 3.1: Purpose

The Health Board shall monitor the activities of the Health Division of the Sault Ste. Marie Tribe of Chippewa Indians, and provide advice to the Board of Directors of the Tribe to assist the Tribe in the strategic planning process to meet the health needs of the Tribal Membership, as more clearly detailed in the following sections.

Section 3.2: Authority

The Health Board shall:

- (1) Monitor and provide advice regarding the activities of each of the following programs, with particular attention on the development of strategic plans and policies:
 - a. Contract Health Program
 - b. Direct Services Dental Program
 - c. Optical Program
 - d. Pharmacy Program
 - e. Direct Services Medical Program including all of the clinics

- f. Community Urgent Care Clinic
 - g. Community and Rural Health Program including but not limited to the diabetes program and the cervical cancer programs
 - h. Community Health Technicians
 - i. Traditional Healer
 - j. Physical Therapy
 - k. All other programs supervised by the Health Director
- (2) Provide regular updates to the Sault Ste. Marie Tribe of Chippewa Indians Board of Directors on the implementation of the Health Programs listed above.
- (3) Review each program including but not limited to patient eligibility, payment, and all other pertinent information specific to the successful operation of each program.
- (4) Select Health Board members may provide advice regarding the retention and recruitment of Health Care providers.
- (5) Hear all appeals relating to the Health Programs for approval or denial by Health Board pursuant to the appeal procedures.

Section 3.3: Method of Amendment

Recommendations regarding the alteration, amendment or repeal of the Bylaws may be made at any regular meeting of the Health Board or at a special meeting for that purpose. After approval by the Health Board, the amended Bylaws are to be submitted to the Sault Ste. Marie Tribe of Chippewa Indians Board of Directors for review and consideration.

ARTICLE IV

Section 4.1: Membership

Subject to the Appointment process outlined in Section 4.4, Health Board membership shall be open to any individual, residing within the seven-county service area, concerned with the health care of tribal members who is also a member of the Sault Ste. Marie Tribe of Chippewa Indians. The Board of Directors of the Tribe may appoint one of its member as ex-officio, non-voting member.

Section 4.2: Meeting

- a) Meeting of members may be held either in-person or via video-conferencing at such place as may be designated by the Health Board or by the officers calling such meeting.
- b) The date and hour of the meeting shall be determined not less than three (3) nor more than forty days before the date of the meeting.
- c) The Health Board shall meet no less than quarterly.
- d) Special meetings may be held at any time on the call of the Chairperson or at the request of two Health Board members.
- e) Meetings may be called for the purpose of attending training although these are not mandatory.
- f) The Health Board shall hold a semi-annual orientation for new Health Board Members.

Section 4.3: Voting

The Chairperson does not vote unless there is a tie. The voting of a majority of the members shall be necessary for the adoption of any matter. Each member shall be entitled to one vote in person. In-person and video conferencing votes shall be the preferred method of voting. Occasionally phone votes are necessary to accommodate immediate action without the ability to call a special meeting. The results of the phone vote shall be binding but must be reaffirmed at the next regular meeting.

Section 4.4: Appointment

Any member of the Sault Ste. Marie Tribe of Chippewa Indians may be appointed to the Health Board by the Sault Ste. Marie Tribe of Chippewa Indians Board of Directors. They must first present a letter of interest and three separate letters of recommendation by Sault Ste. Marie Tribe of Chippewa Indians members to the Committee or to the Sault Ste. Marie Tribe of Chippewa Board of Directors.

Section 4.5: Composition

The Health Board shall consist of eleven members.

Section 4.6: Quorum

A majority of the members of the Health Board shall constitute a quorum for the transaction of business at any meeting of the Health Board. A majority shall mean 51 % of the Health Board.

Section 4.7: Terms of Office

The term of office shall be four years and staggered. For the initial appointments, half shall be for two (2) year terms. In the case of an appointment to fill a vacancy, the appointment shall only be for the length of the unexpired term. The Board of Directors may appoint a person to fill a vacancy. This appointment will follow the same procedures as listed in Section 4.4 of Article IV. Each member of the Health Board shall hold office until his successor has been appointed and has qualified.

Section 4.8: Removal of Health Board Members

Tribal Health Board Members may be removed by majority of the Health Board with the approval of the Board of Directors, or by the Board of Directors directly, whenever, in their judgment, the best interest of the Health Board will be served thereby, including, but not limited to, missing three (3) consecutive meetings without being excused. Once a Health Board Member is removed the seat must be declared vacant to the Board of Directors for a new member to be appointed pursuant to Section 4.4 of Article IV.

ARTICLE V

Section 5.1: Officers

The officers of the Health Board shall consist of a chairperson and two vice chairpersons. The officers shall be elected by the Committee and approved by the Board of Directors.

Section 5.2: Chairperson

The Chairperson shall preside at all meetings of the Health Board. The Chairperson shall when necessary report to the Tribal Board of Directors and shall see that all orders and resolutions of the Health Board are carried into effect.

Section 5.3: Vice-Chairpersons

The vice-chairpersons shall have all powers and perform all duties of the chairpersons in the absence or incapacity of the chairpersons. The Vice-Chairpersons will perform also such other duties as may be assigned from time to time by the Health Board.

Section 5.4: Recording Secretary

The Recording Secretary shall keep full minutes of all meetings of the Health Board and shall act as clerk thereof and record all the acts and votes and the minutes of all proceedings in a book to be kept for that purpose. A copy of the executed minutes of meetings is to be provided to the Sault Ste. Marie Tribe of Chippewa Indians Board of Directors. The Recording Secretary will give or cause to be given notice of all meetings of the Health Board, unless notice thereof be waived, and will perform such other duties as may be assigned from time to time. This position shall not be held by any of the Health Board members.

ARTICLE VI

The Health Board by resolution duly adopted may appoint special committees from their membership not having and exercising the authority of the Health Board but created to aid and assist the Health Board for a duration established by resolution of the Health Board. The Board of Directors shall receive notice of the membership and the purpose of all sub-committees.

ARTICLE VII

Information received by Health Board members in connection with their duties as Health Board members is confidential and shall be used only to perform the duties of the Health Board as defined by the Sault Ste. Marie Tribe of Chippewa Indians Board of Directors. All such confidential information and documents, including all copies thereof, and any other information not specifically designed by the Tribe for release to the public that may come into the possession of the Health Board members in the course of the Health Board work shall be maintained confidentially and shall be delivered to the Tribe when requested to do so without making or retaining copies or excerpts of such information.

ARTICLE VIII

At any meeting wherein an appeal of a Contract Health determination is to be reviewed, the Health Board shall cause to be present a representative of the Tribe's Legal Department and a representative of the Health Division's finance team. These advisors shall be present to ensure that the Health Board is advised as to any legal or financial implications of their actions, and to ensure that the legal and financial interests of the Tribe are protected. All such representatives shall comply with all confidentiality policies of the Health Division, the Health Board, and the Tribe.