

**SAN CARLOS APACHE TRIBE  
LAW AND ORDER ADVISORY COMMITTEE  
SAMPLE POLICIES-BYLAWS**

**ARTICLE I**

**Name, Authority, Location**

Section 1.1 Name

The name of this organization shall be the San Carlos Apache Tribe Law and Order Advisory Committee, herein referred to as LAOC. Its area of interest includes law and order issues of the San Carlos Apache Tribe.

Section 1.2 Authority

The LAOC has been created by the San Carlos Apache Tribal Council through a resolution dated \_\_\_\_\_. The Council is composed of nine (9) district representatives and the Chairman and Vice Chairman of the Tribe.

Section 1.3 Location

The principal office of the LAOC shall be at such place as the Tribal Council may appoint as appropriate to changing circumstances.

**ARTICLE 2**

**Purpose**

The purpose of the LAOC is to assume both a proactive and reactive policy development role in advising the Tribal Council on how to most effectively, equitably, and expeditiously implement the projects and other actions to achieve the law and order goals of the San Carlos Apache Tribe.

The LAOC is responsible for communicating both with the Tribal Council in its advisory capacity, and with departments charged with executing and implementing law and order policy.

The LAOC goal is to develop and execute strategy to ensure continued Tribal government participation and input in the design, development, and implementation of programs to protect and improve the San Carlos Apache Tribe.

To reach that goal the LAOC will do the following:

- Identify tribal officials such as the police department, tribal court and the detention center, who must be involved in the improvement and protection of the tribe;

- Develop a strategy that will encourage willing participation by tribal citizens and other local governments as it relates to law and order;
- Educate the Tribal government concerning the tribal law and order system and promote cooperative local or regional efforts where appropriate;
- Assist the tribal government to find technical and financial support to meet their responsibilities under the law and order strategic plan of the tribe;
- Provide input concerning the development of draft codes and ordinances relating to law and order;
- Monitor implementation of codes and ordinances relating to law and order.

### **ARTICLE 3**

#### **Membership and Officers**

##### Section 3.1 Composition

The LAOC membership is representative of a cross-section of the Tribal government. Each of the districts may appoint one member to serve on the LAOC. The Chairman of the Tribe as the presiding officer of the tribe shall also serve on this committee. Total number of members based on this formula will be set at five (5).

##### Section 3.2 Criteria for Membership

Members are appointed by the Tribal Council.

Each member should:

- Attend and participate in meetings of the LAOC.
- Be an elected or appointed official or member of an organization directly representing the interests of tribal government.
- Have direct involvement and experience with, and a good working knowledge of local law enforcement, court procedures and/or the Law and Order code, particularly those which relate directly to the San Carlos Apache Tribe
- Be potentially affected by the action of the San Carlos Apache Tribal Council.
- Be willing to assume responsibility to communicate with Tribal government officials and their respective jurisdictions to assure that a broad base of local government interests are represented in matters of concern to the LAOC.

##### Section 3.3 Term of Office

All members shall serve in two year increments, but may serve for an unlimited number of terms.

#### Section 3.4 Resignations and Filling Vacancies

Members should provide written notification of resignation to the appointing Tribal Council members copied to the LAOC Chairperson. Once a vacancy in membership exists, the appropriate members of the Tribal Council shall appoint a replacement.

#### Section 3.5 Alternates

Alternates shall be designated by each member and be representative of the same interests that the member was appointed to represent. When a member selects an alternate, the member shall notify the LAOC designated staff person in writing with the name, address, and title of the alternate. It is the responsibility of the regular member to call his/her alternate member to attend a meeting if the regular member will not be in attendance. Alternates may attend all LAOC meetings and are granted voting rights when the respective regular member is not in attendance. Alternate members shall receive all LAOC mailings sent to the regular members.

#### Section 3.6 Officers

The officers shall be a Chairperson and the Vice-Chairperson.

#### Section 3.7 Chairperson

The Chairperson shall be a member and shall be elected by the members. The Chairperson shall preside over all meetings of the Committee. The Chairperson shall be elected for a one-year term and may serve a maximum of two consecutive one-year terms. The position shall rotate among the four jurisdictions in the following sequence, beginning in 2007 Gilson Wash, Seven Mile Wash, Peridot and Bylas.

#### Section 3.8 Vice -Chairperson

Following the election of the Chairperson, a Vice Chairperson should be identified to support the Chairperson. The Vice-Chairperson shall be elected for a one-year term, but may serve an unlimited number of terms. A Vice-Chairperson shall be designated to serve as Chairperson in the absence of LAOC Chairperson.

### **ARTICLE 4** **Meetings**

#### Section 4.1 Regular

Meetings of the LAOC shall meet in regular session every last Wednesday of each month

All meetings of the LAOC shall be open meetings, except for those that are held to consider personnel matters or potential litigation. Regular meetings may only be called after due notice to all members of the Committee and the public.

#### Section 4.2 Multi-Media

Meetings may also be held through use of telephone or other communications media if all participants can hear and communicate.

#### Section 4.3 Special

Special meetings of the LAOC may be called by the Chairperson or by a majority of the members of the Committee. The purpose of the meeting shall be stated in the call. Special meetings may only be called after notice to all members of the committee and the public.

#### Section 4.4 Attendance

If any member, or their respective alternate in the regular member's absence, fails to attend at two consecutive meetings, the member's LAOC Vice-Chairperson shall notify the appropriate member of the Tribal Council and request a replacement be appointed: Records of attendance shall be taken and made available as necessary.

#### Section 4.5 Agenda Items

Matters may be placed on the agenda for consideration at meetings of the LAOC by one of the following: the Chairperson; member of LAOC or members of the Tribal Council.

#### Section 4.6 Expenses

All members and alternate members shall serve without compensation. Members and alternate members may be reimbursed for their reasonable expenses incurred in the performance of their duties, in accordance with the standard travel regulations, and as provided in the budget. Completed tribal travel expense vouchers are required.

#### Section 4.7 Voting and Quorum

Each member shall have one vote. A majority of members presently serving on the Committee shall constitute a quorum, provided representatives from three of the four jurisdictions are in attendance. Normally LAOC works by consensus, but if a vote is needed, a quorum must be present either in person or via telecommunications media.

**ARTICLE 5**  
**Staff Support**

The LAOC may appoint a member of the administrative staff that will be a person designated to provide the Committee with assistance and administration, policy development, communication, and technical support.

**ARTICLE 6**  
**Parliamentary Procedures**

Robert's Rules of Order Newly Revised shall be the parliamentary authority for the conduct of meetings of the LAOC, except in cases where it conflicts with these bylaws.

**ARTICLE 7**  
**Amendments**

These bylaws can be amended at any regular meeting of the committee by a two-thirds vote of members in attendance, provided that the amendment has been submitted in writing to the membership at least fourteen (14) days prior to the regular meeting at which the vote is to be taken. These bylaws and any amendments thereto shall be effective immediately upon adoption.

**ARTICLE 8**  
**Limitations**

This policy shall not conflict with the Bylaws and Constitution of the San Carlos Apache Tribe. In the event that any section of these bylaws conflict with the Bylaws and Constitution of the Tribe or any other standing law, the Constitution and previous enacted laws shall prevail and supersede this document.