

## DEADLINE

All resolutions must be received by TCC Legal Department no later than:

- **5:00 PM** on \_\_\_\_\_ for convention consideration.
- Resolutions produced after the deadline will not be considered unless they are emergency in nature as determined by Resolution Committee.

## WHERE TO SEND RESOLUTIONS & INFORMATION SHEET

Fax or email, then mail resolution proposals and information sheets to:

TANANA CHIEFS CONFERENCE  
ATTENTION: Keith Rueben,  
Legal Department 122 FIRST AVENUE, SUITE 600  
FAIRBANKS, ALASKA 99701  
FAX (907) 459-3953  
Email: keith.rueben@tananachiefs.org

## RULE 1: SCOPE OF RULES

These rules, adopted by the TCC Full Board of Directors shall govern the procedures for consideration of resolutions for future Annual Meetings of the Full Board of Directors for Tanana Chiefs Conference. These rules may be modified by the Executive Board of Directors after adequate notice and comment by each Subregional Board.

## RULE 2: THE RESOLUTION COMMITTEE MEMBERS

The resolution committee will consist of the President/Chief/CEO or designee and staff; Each subregion shall be represented on the resolutions committee and participation from the health and executive board is recommended.

### Resolutions Committee Members:

Each subregion will be represented on the Resolution Committee.

	Chief/Chairman
	Lower Yukon
	Upper Kuskokwim
	Upper Tanana
	Yukon Flats
	Yukon Koyukuk
	Yukon Tanana

If you are interested in serving on the Resolutions Committee please contact your Subregional Representative. The Subregions should select their members by \_\_\_\_\_, if there are no selections, the President/Chief/CEO will select the

Subregional Resolutions Committee member.

## **RULE 3: RESOLUTION COMMITTEE MEETING**

The Committee shall meet after the resolution deadline to review the resolutions and make comments and suggested edits. TCC staff selected by the TCC President/Chief/CEO shall assist the committee.

## **RULE 4: REVIEW AND REFERRAL BY COMMITTEE**

The Committee shall review all resolutions submitted by the deadline. The deadline of annual convention resolutions will be approximately a month before Annual Convention. The exact date of the resolution deadline will be determined and announced by the Executive Board, by December 31.

No resolutions produced after the deadline will be considered unless they are emergency in nature as determined by the Resolution Committee.

### **Authorized sponsors of resolutions are:**

1. Member Tribes and Organizations
2. TCC Executive Board
3. Subregional Boards
4. TCC Regional Health Board
5. Denakkanaaga
6. Youth Delegates

The Committee will review the content of the resolutions, taking into account the TCC 5-year strategic plans, individual community plans, TCC revenue and budget obligations, TCC service and population trends, and other factors to make comments and suggested edits.

The Committee will first send suggested edits to the sponsor. If the sponsor accepts the changes, the resolution will proceed as edited.

The Committee will post all proposed resolutions online with Committee comments and suggested edits for access by TCC member entities. The Committee will also mail the proposed resolutions to TCC member entities. TCC membership is encouraged to review proposed resolutions with the governing body (tribal council) and post/send back proposed comments and amendments before convention.

The Committee will forward all resolutions to the President/Chief/CEO or designee to be considered by the Full Board of Directors at the Annual Convention.

## **RULE 5: CRITERIA OF RESOLUTIONS**

1. TCC resolutions express the position of the majority of TCC tribes and member entities and are an important tool and reflection of TCC as we advocate for the Interior Alaska Native tribal communities and tribal members.
2. Resolutions should convey a tone that is forward-looking, proactive, and solution-oriented.
3. Resolutions should be concise and when possible less than 2 pages.
4. Resolutions should be TCC region wide in nature, unless the specific tribal issue is an advocacy matter that could impact the region. Resolutions of a local or specific tribal concern shall be referred to the appropriate TCC Subregional Advisory Board for consideration and action.
5. All resolutions shall indicate the sponsor.
6. Whenever a resolution requires funding the following wording will be included in the resolved of the resolution, "subject to the availability of funds".
7. Resolutions shall not include personnel issues or naming individuals which could create liability for TCC.
8. Any resolution to be considered by the Full Board of Directors shall first be submitted to TCC for review by the Resolutions Committee. TCC shall prepare the resolutions for review and assist in the consolidation of any resolutions, which are duplicative or similar in nature.

**REMINDER: PLEASE WORD RESOLUTIONS SO THAT THEY ARE TCC RESOLUTIONS AND NOT TRIBAL RESOLUTIONS.**

## **RULE 6: TERM OF RESOLUTIONS**

Resolutions, once adopted, will remain the policy of TCC until withdrawn or modified by subsequent resolution, or until the resolution expires pursuant to its terms.

## **RULE 7: CONSIDERATION OF RESOLUTIONS BY FULL BOARD**

The TCC President/Chief/CEO or his designee shall present all referred resolutions to the Full Board of Directors for consideration, by reading the title and resolve of all resolutions out loud.

During the reading of titles and resolves, any Director of TCC or Officer of TCC

may request a resolution to be withheld, or “pulled,” for individual debate and consideration. The President/Chief/CEO or his designee shall invite Directors to request withholding of any previously read resolutions upon concluding the reading of the resolutions.

The Full Board of Directors shall adopt all resolutions not withheld by unanimous consent.

The President/Chief/CEO or his designee shall then present withheld resolutions for debate and consideration by the Full Board of Directors. During such consideration, the Full Board of Directors may take action as permitted under Robert’s Rules of Order, or may refer a resolution to the Executive Board, Health Board, a Subregional Board or a committee of the Full Board for their consideration.

A resolution sponsor has the right to state a position on the motion before a proposed resolution is tabled or referred from consideration by the Full Board of Directors

*If you have any question regarding submission of resolutions, please contact Keith Rueben in the TCC Legal Department at extension 3275 or email at [keith.rueben@tananachiefs.org](mailto:keith.rueben@tananachiefs.org)*

*For general questions on the drafting of resolutions, please contact the Legal Department at ext. 3275 or email it at [Legal\\_Dept@tananachiefs.org](mailto:Legal_Dept@tananachiefs.org). Thank you.*