CONSTITUTION

OF THE

INMED ADVISORY BOARD

Invoking the will and guidance of the Creator, we, the members of the Indian Tribes and Indian communities of the five-state area; North Dakota, South Dakota, Montana, Wyoming, and Nebraska, in a meeting assembled on the 11th day of July, 1974, at Grand Forks, in order to secure ourselves an organized voice and participation in decision, development, and implementation of the INMED Program Policies; to secure to ourselves and descendants the rights and benefits to which we are entitled under the laws of the United States of America and our respective states relating to health services, opportunities and facilities; to enlighten and give the public a better understanding of matters and problems of health affecting the Indian public; to enhance and promote the education and understanding of members of the above mentioned tribes in matters pertaining to their health and welfare, facilities and opportunities; and otherwise to promote the common welfare and health of the American Indians and Alaska Natives, do establish this organization and adopt the following Constitution and By-Laws:

ARTICLE I – NAME OF ORGANIZATION

The name of this organization shall be the INMED Advisory Board, and ~~the governing body~~ shall consist of the members thereof.

ARTICLE II – MEMBERSHIP

Section 1. The membership of the INMED Advisory Board shall be composed of the representatives~~,~~ ~~elected or~~ designated by the Tribal Government[[1]](#footnote-1) of each of the reservations in North Dakota, South Dakota, Montana, Nebraska, and Wyoming. Members will serve until such time that the tribal council notifies INMED of a change in representation. ~~Original~~ The updated charter Advisory Board member’s ~~status~~ membership is stated in Section 3.

Section 2. Each Tribal Government also shall appoint an alternate representative to the Board to act for a regular member who cannot attend a meeting of the Board, or carry out other assigned duties.

Section 3. Original charter INMED Advisory Board members shall serve until they resign. ~~No replacement shall be made.~~ (The original intent has changed in scope because of the loss of a significant number of original charter members. Eventually, original charter membership could be lost.)

There will be a total of 12 charter/emeritus members represented on the INMED Advisory Board. When the charter/emeritus membership is less than 12 current members, new charter/emeritus membership shall be nominated and appointed by existing charter members. A favorable majority vote is necessary for appointment.

Qualifications for appointment are as follow:

1. Must have served on the INMED Advisory Board previously,
2. Must be an excellent ambassador for INMED,
3. Must be considered in good standing,
	1. Must pass a background check
	2. Must have had good meeting attendance

The main role of these charter members shall be to offer continuity of experience with INMED. No more than two charter/emeritus members can represent any one tribe.

ARTICLE III – VOTING

Section 1. Each authorized representative of the INMED Advisory Board shall be entitled to one vote on all matters brought to a vote during a regular or special meeting. Members or their designated alternates must be present to vote.

Section 2. Charter members must be present to vote. They may not send an alternate.

ARTICLE IV – QUORUM

Section 1. Five members of the governing body of the INMED Advisory Board shall constitute a quorum and a quorum shall be necessary for the transaction of any official business.

ARTICLE V – OFFICERS – ELECTION OF

Section 1. The officers shall be a Chairman, Vice-Chairman, and a Secretary, and shall be elected by the Board at the first official meeting of said Board and thereafter as provided in Section 2.

Section 2. All elected officers shall serve for a term of one year or until their successors are elected.

ARTICLE VI – OFFICERS – DUTIES OF

Section 1. The Chairman shall preside at all meetings of the INMED Board. He shall appoint regular and special committees, and shall have the responsibility for approving all agenda, and for conducting all meetings in an orderly manner. The Chairman ~~and INMED Director~~ shall be ex-offico member~~s~~ of all committees without voting authority except in case of a tie, when the Chairman would vote. The Chairman shall act as official spokesman for the INMED Board only on matters specifically authorized by the INMED Board and shall carry out all duties authorized by the Board.

Section 2. The Vice Chairman shall perform all duties and assume all responsibilities of the Chairman in his absence.

Section 3. The Secretary, who will be responsible to the Chairman:

1. shall keep accurate records of all proceedings of the INMED Advisory Board

 or designate the Tribal/University Liaison Officer to do so.

2. shall be responsible for issuing all necessary notices, minutes of meetings,

 copies of the agenda and issuing them to Board members and for compiling

 reports and related activities. This may be designated to the

 Tribal/University Liaison Officer.

ARTICLE VII – MEETING DATES

Section 1. Regular meetings of this Board shall be held no less than two times each year, and one of these shall be an “open house” during the summer to be held on the University of North Dakota campus. ~~A~~ Representatives from UND Medical School shall be invited to attend~~ance at~~ the open house meeting. The other meeting(s) ~~is~~ are to be held ~~at~~ in Grand Forks or another location when necessary as determined by the Advisory Board, as budget permits, and be open to the people of that community.

Section 2. A quorum is necessary to conduct official INMED Advisory Board business. A quorum shall be 50% of the membership plus 1. INMED Advisory Board members can access meetings via phone when that member is unable to attend the meeting in person for unforeseeable reasons.

ARTICLE VIII – SPECIAL MEETINGS

Section 1. Special meetings of the INMED Advisory Board may be called by the Chairman, or in his

absence, by the Vice-Chairman, or the Director of the INMED Program.

Section 2. (On) written request by six members of the Board shall call a special meeting.

Section 3. Written or verbal notice stating the time, the place, and the purpose of a special meeting shall be delivered not less than 72 hours or more than 20 days before the date thereof, either by telephone or by mail, to each member of the Board.

Section 4. Conference calls can be used to conduct official INMED Advisory Board business as long as the Chairman or Vice-Chairman presides over the meeting. An official quorum must be in place.

ARTICLE IX – VACANCY

Section 1. Vacancies occurring among the officers’ positions will be filled at the next regular or special meeting of the Board.

ARTICLE X – AMENDMENTS

Section 1. The By-Laws of the INMED Advisory Board as officially adopted, shall be amended only in accordance with the following procedures:

a. All members holding official appointments shall be furnished a copy of proposed change(s) and/or amendment(s).

b. A quorum shall be required to adopt any change(s) and/or amendment(s) by By-Laws of the INMED Advisory Board provided that other provisions of this article have been complied with.

ARTICLE XI – MISCELLANEOUS

Section 1. The INMED Advisory Board in the conduct of its meetings shall be guided by Robert’s Rules of Order.

Section 2. All official business transacted by the INMED Advisory Board shall be by motion or resolution.

ARTICLE XII – ENUMERATED POWERS

Section 1. The INMED Advisory Board shall represent the reservations served by INMED in the five-state area of North Dakota, South Dakota, Montana, Wyoming, and Nebraska.

Section 2. The INMED Advisory Board shall advise the INMED Director, and have the option to review budget proposals.

Section 3. The INMED Advisory Board shall review cultural materials, programs with particular reference to Indian beliefs, customs and traditions used in the INMED Program.

Section 4. The INMED Director shall review and approve plans of new health education programs through the INMED Advisory Board.

Section 5. The INMED Advisory Board shall assist the Director in obtaining resources available for health education programs for the American Indian and Alaskan Native public.

Section 6. The INMED Advisory Board shall determine eligibility for the program on students whose heritage/eligibility is questionable. Each case shall be decided individually.

Section 7. The INMED Advisory Board shall review and comment on selected health care programs within the INMED Service Area.

Section 8. The individual Board members are responsible for coordination of Tribal Council and INMED Program goals and to keep the councils informed of what the INMED Program is doing and keep the program informed of the wishes of the council.

Section 9. INMED Advisory Board members shall contact educational and medical agencies to assist in identifying potential health care students. Advisory Board members shall evaluate and assist in developing needed health care curricula in school systems.

1. Tribal Council, President, Chairman, Standing Committee, etc. as determined by each Tribe [↑](#footnote-ref-1)