



**LASSEN INDIAN HEALTH CENTER
HEALTH BOARD
BY-LAWS**

Introduction and Purpose

The Lassen Indian Health Center Health Board purpose shall be to encourage and support the exercise of tribal self-governance of its individual members and to oversee the operations of the Health Center's responsibilities of providing health care services for the spiritual, traditional, and cultural well being of its patients.

Mission Statement: To provide quality integrated health care and related services to the Native American population and the community of Lassen County. To direct health care services toward improving individual, family and community health.

Vision Statement: A healthy community for generations.

Article I: Name and Principle Office

Section 1: The official name of this organization is the Lassen Indian Health Center. The Lassen Indian Health Center is located at 795 Joaquin Street, Susanville, CA and is located on Susanville Indian Rancheria trust property.

The Susanville Indian Rancheria is formally recognized, constituted and established pursuant to the Indian Re-Organization Act (IRA) of 1934 and is a recognized tribal government as defined by the Indian Self-Determination Act, P.L. 93-638.

Article II: Membership

Section 1: The membership of the Lassen Indian Health Board is the elected Tribal Business Council of the Susanville Indian Rancheria.

Section 2: The governing body shall have authority to make rules to govern its members, either for carrying out this article or for covering member matters not taken care of in this article.

Article III: Governing Body

Section 1: The governing body of the Lassen Indian Health Board shall be composed of the Tribal Business Council of the Susanville Indian Rancheria consisting of a Chairperson, Vice-Chairperson, a Secretary/Treasurer, and four (4) council members for a total of seven (7) elected tribal Health Board members.

Section 2: Officers

Chairperson: The Chairperson shall have the principal duties of residing at meetings of the Health Board and shall serve as the designated spokesperson to the media on board sanctioned positions. The Chairperson works with the Chief Operating Officer (COO) to draft meeting agendas and will be the principle liaison between the Health Board, the general public and the COO in accordance with such policies, resolutions and directives as the Health Board may adopt from time to time. The Chairperson is the lead spokesperson and head negotiator for the Health Board. The Chairperson shall, in general, supervise all the affairs of the Health Board. The Chairperson shall, in general, facilitate the affairs of the Health Board and provide leadership and support for the Lassen Indian Health Center administrative staff. The Chairperson shall be a voting member of the Health Board. The Chairperson is subject to the control of the Health Board and the Tribal Business Council.

Vice-Chairperson: The Vice-Chairperson shall perform the duties of the Chairperson in the event of the absence or disabilities for any cause whatsoever of the Chairperson, and perform such other duties as the Health Board may direct.

Secretary/Treasurer: The Secretary/Treasurer shall perform the duties of the Chairperson in the event of the absence or disability for any causes whatsoever of the Chairperson and Vice-Chairperson, and performs such other duties as the Health Board may direct.

Article IV: Powers

Section 1: The Health Board of Lassen Indian Health Center delegates to the Chief Operating Officer (COO), the authority to perform the day-to-day operations of the Lassen Indian Health Center. All powers shall be exercised by or under the authority of the Health Board. This shall include establishing LIHC policies and procedures, implementation of these by-laws, and developing, approving and monitoring budgets.

Section 2: The Lassen Indian Health Center governing board maintains appropriate authority to:

- Hold monthly meetings.
- Approve Health Center grant applications and budget.

- Select/dismiss and conduct performance evaluations of the Health Center Chief Operating Officer (COO).
- Select the services to be provided and the Health Center hours of operation.
- Measure and evaluate the organization's progress in meeting its annual and long-term programmatic and financial goals and developing plans for the long-range viability of the organization by engaging in strategic planning, ongoing review of the organization's mission and bylaws, evaluating patient satisfaction, and monitoring organizational assets and performance.
- Establish general policies for the Health Center.

Article V: Terms

Section 1: The Health Board elections and terms of office shall conform to the Susanville Indian Rancheria Tribal Constitution and Election Ordinance.

Article VI: Vacancies

Any office of the Health Board, which has been vacated whether it be by death, resignation, removal, recall or forfeiture, shall be filled in accordance with Article IV, Section 1 of the Tribal Constitution.

Article VII: Conflict of Interest

No employee of the Health Center, who sits on the Health Board, shall vote on any motion before the Health Board to approve, review, or comment on an issue involving funding. The Health Board member shall also abstain from voting if such member has a personal financial interest in the outcome, either direct or indirect. Upon disclosure of his/her interest, such member(s) shall be permitted to take part in discussion on the issue and may be counted as present in order to make a quorum.

Article VIII: Meetings

Section 1: Health Board meetings shall be open to the public except in the case of personnel, litigation, and personal patient information. Meetings shall be governed by Roberts Rules of Order insofar as they are not inconsistent with these by-laws.

Section 2: Regular meetings of the Health Board shall be held monthly or as needed as decided by the Health Board, on a date chosen by the Health Board. Special meetings may be called by notice of the Chairperson, and he/she may call a meeting upon signed approval by at least four (4) members of the Health Board, and when so called, the Health Board shall have the power to transact business as in a regular meeting.

Section 3. Action without Meeting – If a need to take action arises between meetings, as an alternative to a special meeting, the Chairperson or in his or her absence, the Vice-Chairperson, may conduct a poll of the Health Board members, which may be conducted by telephone or personal contact. If a majority of the full Health Board members approves the action during the poll, the action shall be deemed approved by the Health Board and relied upon. The action must be presented at the next Health Board meeting and shall be deemed final action, if ratified by majority vote of a quorum present at that meeting. If the action is not so ratified, the action shall not be considered to have been approved by the Health Board, except to the extent that it has been implemented and the Health Clinic and third parties have changed their position in reliance upon the results of the poll.

Section 4: Quorum: A quorum shall consist of any number larger than fifty percent (50%) of the Health Board membership.

Section 5: By-laws and Article Changes: Two-thirds (2/3) affirmative votes shall be required to change the Lassen Indian Health Center By-laws or Articles.

Article IX: Voting

Section 1: Each Health Board member, including the Chairperson, shall have one (1) vote. There shall be no voting by proxy.

Section 2: A majority of the Health Board shall constitute a majority vote.

Section 3: Voting shall be conducted by voice, ballot, or show of hands.

Article X: Committees

Section 1: The Health Board, by a majority of its members, may create one or more working committees, each of which shall consist of a committee chair who will report to the full Health Board for direction and approval.

Section 2: The Health Board may create advisory committees to augment or provide expertise in any area necessary. Such advisory committee(s) will be appointed by the Health Board; will have a clearly defined role and are created by a simple majority of a quorum of the Health Board. No advisory committee shall have powers greater than those delineated in its defined role and cannot operate to relieve the Health Board or any member thereof, of any responsibility imposed upon it by him/her by law.

Article XI: Indemnification

The Health Center may indemnify a Health Board member if he or she is made a party to any action against the Health Center by reason of being a member of the Health Board to the extent allowed by law. Such indemnification may include legal fees and reasonable costs incurred in relation to such action.

Article XII: Amendments

Section 1: Effective Date

- A. These by-laws shall become effective immediately upon their adoption.
- B. Amendments to these by-laws become effective immediately upon their adoption unless the Health Board, in adopting them, provides that they are to become effective at a later date.

Section 2: Amendments of Repeal by Health Board

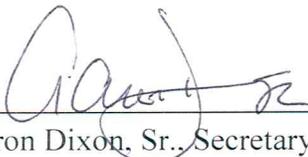
The Health Board may, by a vote of two-thirds (2/3) of the delegates of a full board, adopt, amend, or repeal these by-laws. The proposed amendments to the by-laws will be delivered to each board member at least three (3) days prior to the date of such meeting. Such notice shall include substantially the language of the by-laws to be adopted, amended or repealed.

Article XIII: Certification

Section 1: Certification and Inspection

The original or copy of these by-laws as amended or otherwise altered to date, certified by the Secretary/Treasurer of the Health Board, shall be recorded and filed with appropriate Federal and State agencies and kept in the principle office of the Health Board and such book shall be open to inspection by members and the general public at all reasonable times during office hours.

These by-laws have been reviewed and approved by the Health Board of the Lassen Indian Health Center on September 30, 2016.



Aaron Dixon, Sr., Secretary/Treasurer