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OSAGE NATION CONGRESS

4th Session of the 1st Congress

BILL NUMBER ONCA 07-64

ENROLLED

April 10, 2008

SPONSOR: Debra Atterberry

An Act

To create the Division of Child, Senior and Community Services within the Executive Branch of the Osage Nation; to authorize departments of the Division; to authorize organization of personnel within the Division; to authorize travel and; to require annual reporting to the Osage Nation Congress.

Be it enacted by the Congress of the Osage Nation:

SECTION 1. SHORT TITLE

This Act may be cited as the "Osage Nation Child, Senior and Community Services Organization Act".

SECTION 2. PURPOSE

To ensure that the Osage Nation provides access to Child, Family and Senior Community Services to its members and to encourage prioritization regarding the Nation's contribution and commitment to other individuals residing within the Osage Nation Reservation by establishing authority for coordinating the delivery of those services for the ultimate benefit of the Nation's government and constituents.

SECTION 3. COMPOSITION

- A. There is created a Division of Child, Senior and Community Services within the Executive Branch of the Osage Nation government.
- B. The Division shall consist of the following Departments:
 - 1. Social Services Department.
 - 2. Indian Child Welfare Department.
 - 3. Title VI Senior Services Department.
 - 4. TANF Department.

- 47 5. Food Distribution Department.
- 48
- 49 6. WIC Department.
- 50
- 51 7. Child Support Services Department.
- 52
- 53 8. Childcare Assistance Department.
- 54

55 **SECTION 4. DUTIES AND RESPONSIBILITIES OF THE DEPARTMENTS WITHIN THE CHILD,**
56 **SENIOR AND COMMUNITY SERVICES DIVISION**

57
58 The powers and responsibilities of the departments within the Division of Child,
59 Senior and Community Services shall be the powers and duties now or hereafter
60 conferred upon or required of each by the Constitution or by the common and statutory
61 law of the Nation or by mission statement.

62
63 **SECTION 5. PERSONNEL**

64
65 There are hereby authorized personnel to carry out the duties and responsibilities
66 associated with the operation of the Child, Senior and Community Services Division.
67 The authorized personnel shall be set forth as follows, but other positions may from time
68 to time be created and budgeted in order to facilitate the objectives of the Division:

69
70 A. Leader and Directors

- 71
- 72 1. Child, Senior and Community Services Division Leader - The
73 Division Leader shall be the head of the Child, Senior and
74 Community Services Division and shall have no less than a
75 Master's in Social Services, Human Services or related field and at
76 least five (5) years of supervisory experience and/or a comparable
77 degree and level of experience in their respective field. The
78 incumbent must be able to demonstrate exemplary leadership and
79 organization skills in order to meet the goals and objectives of the
80 Division.
- 81
- 82 2. Department Directors – The Department Directors shall be
83 qualified in the areas of Social Services or Human Services as well
84 as possess supervisory and management skills in accordance with
85 the job description for the position on file in the Osage Nation
86 Human Resources Department. The incumbent must exemplify
87 attributes of leadership and organization skills in order to meet the
88 goals and objectives of their respective department or entity within
89 the Division.
- 90

- 91 B. All Division personnel shall be hired in accordance with the organizational
- 92 chart that has been authorized and funded on an annual basis by the Osage
- 93 Nation Congress.
- 94
- 95 C. All Division personnel shall be compensated pursuant to established
- 96 Osage Nation personnel policies and procedures.
- 97
- 98 D. No authorized position shall be filled unless and until funds are
- 99 appropriated or granted to the Division for compensation of such position.

100

101 **SECTION 6. DIVISION LEADER - AUTHORITY, RESPONSIBILITIES, AND DUTIES**

102

103 The Division Leader of the Division of Child, Senior and Community Services is

104 authorized and directed to:

105

- 106 A. Formulate overall administrative and operating policies pertaining to the
- 107 Division and to take such action deemed necessary for the
- 108 accomplishment and enforcement thereof.
- 109
- 110 B. Supervise Department Directors and exercise, through Department
- 111 Directors, supervisory authority and direction over all personnel within the
- 112 Division.
- 113
- 114 C. To provide, no less than annually, a report on the performance and
- 115 accomplishments of the Division.
- 116
- 117 D. Represent the Division in executive level planning.
- 118
- 119 E. Represent the Osage Nation government in the Nation's dealings and
- 120 relations with all persons and organizations outside the Osage Nation
- 121 government relative to the Division.
- 122
- 123 F. Conduct such special projects and programs as may be assigned.
- 124
- 125 G. Timely oversee the development of departments within the Division
- 126 performance plans and budgets for the Division.
- 127
- 128 H. Review and authorize travel requests of Directors within the Division.
- 129
- 130 I. Track the financial reporting and performance of all grants and contracts
- 131 administered by the Division.
- 132
- 133 J. Perform all duties and responsibilities of the office in accordance with the
- 134 highest standards of legal ethics as required by the Osage Constitution and
- 135 law.
- 136

137 **SECTION 7. DEPARTMENT DIRECTORS WITHIN THE DIVISION -AUTHORITY,**
138 **RESPONSIBILITIES, AND DUTIES**
139

140 Each Department Director within the Division of Child, Family and Senior
141 Community Services is authorized and directed to:

- 142
- 143 A. Formulate specific goals and objectives pertaining to the department, and
144 to take such action delegated to them necessary for the accomplishment
145 and enforcement thereof.
146
 - 147 B. Exercise supervisory authority and direction over all personnel within the
148 department.
149
 - 150 C. Report no less than semi-annually to the Division Leader regarding the
151 accomplishment of the purposes and objectives of the department in
152 furtherance of needs of the Osage Nation relating to activities and services
153 of the department.
154
 - 155 D. Monitor the work of all department employees and undertake and submit
156 employee performance reviews no less than annually.
157
 - 158 E. Represent the department in Division level planning.
159
 - 160 F. Represent the department when requested with all persons and
161 organizations outside the Osage Nation government relative to department
162 activities.
163
 - 164 G. Conduct such special projects and programs as may be assigned.
165
 - 166 H. Develop performance plans and budgets as requested by the Division
167 Leader.
168
 - 169 I. Approve all travel within the department.
170

171 **SECTION 8. AUTHORITY TO TRAVEL ON OFFICIAL BUSINESS**
172

173 All personnel with the Division are authorized to travel on official government
174 business and to be compensated for expenses in connection with that travel, but only in
175 accordance with established Osage Nation policy relating to same and only to the extent
176 that such travel directly relates to a defined job responsibility of the personnel traveling.
177

178 **SECTION 9. SUPERSESSION AND SAVINGS CLAUSE**

179

180 Any other resolution, ordinance, order, or act of the Osage Nation inconsistent
181 with the law herein is superseded; provided, that upon adoption of this act authorizing the
182 creation of this Division all powers, rights, responsibilities and obligations of the
183 Division not inconsistent with this new act shall pass immediately and without
184 interruption.

185

186 **SECTION 10. DECLARATION OF EMERGENCY AND EFFECTIVE DATE**

187

188 An emergency exists. This bill is effective upon signature of the Principal Chief
189 or upon signature of the Speaker of the Osage Nation Congress following legislative
190 override.

191

192

193 ENACTED by the Osage Nation Congress on this 10TH day of April, 2008.

194

195

196 IN WITNESS WHEREOF, the Speaker of the Osage Nation Congress has
197 hereto attached his signature.

198

199

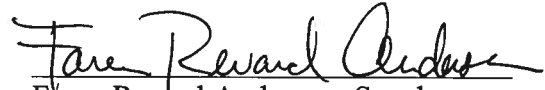
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Faren Revard Anderson, Speaker
Osage Nation Congress

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210

I, THE UNDERSIGNED, CERTIFY THAT THE FOREGOING IS A TRUE
EXTRACT FROM THE MINUTES OF THE Osage Nation Congress comprised of
twelve members and one ex-officio member with 11 members attending this meeting on
the 10TH day of April, 2008, and that the above is in conformity with the provisions
therein adopted by a vote of 10 in favor, 0 against, and 2 absent.

211

Faren Revard Anderson yes

212

Jerri Jean Branstetter absent

213

Shannon Edwards yes

214

Mark Freeman yes

215

Debra Atterberry yes

216

Archie Mason absent

217

Raymond Red Corn yes

218

Eddy Red Eagle, Jr. yes

219

Doug Revard yes

220

Anthony Shackelford yes

221

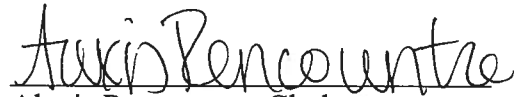
Mark Simms yes

222

William Supernaw yes

223

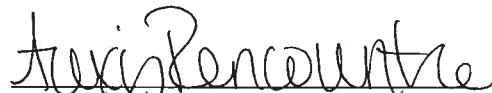
224 Said Bill has not been rescinded or amended in any way and the above is the
225 signature of the Speaker of the Osage Nation Congress.

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227
228 
229 Alexis Rencountre, Clerk
230 Osage Nation Congress
231

232
233 **EFFECTIVE DATE CERTIFICATION**
234

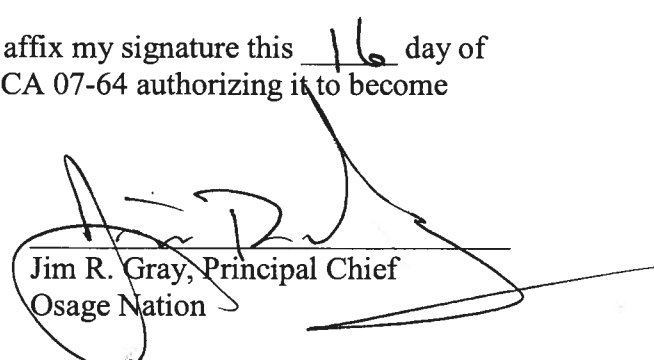
235 I, THE UNDERSIGNED, CERTIFY THAT THE FOREGOING EFFECTIVE DATE
236 was approved by a two-thirds vote of the Osage Nation Congress in accordance with the
237 Constitution of the Osage Nation Article VI, Section 13. This provision was adopted by
238 a vote of 10 in favor, 0 against, and 2 absent.
239

240	Faren Revard Anderson	yes
241	Jerri Jean Branstetter	absent
242	Shannon Edwards	yes
243	Mark Freeman	yes
244	Debra Atterberry	yes
245	Archie Mason	absent
246	Raymond Red Corn	yes
247	Eddy Red Eagle, Jr.	yes
248	Doug Revard	yes
249	Anthony Shackelford	yes
250	Mark Simms	yes
251	William Supernaw	yes

252
253
254 
255 Alexis Rencountre, Clerk
256 Osage Nation Congress
257

258
259 **APPROVAL**
260

261 I, the Principal Chief of the Osage Nation, hereby affix my signature this 16 day of
262 April, 2008, to the above Bill No. ONCA 07-64 authorizing it to become
263 a law under the Constitution of the Osage Nation.
264

265
266
267 
268 Jim R. Gray, Principal Chief
Osage Nation