



**Little River Band of Ottawa Indians**

375 River Street  
Manistee, MI 49660  
(231) 723-8288

**Resolution # 04-0303-97**

*Acceptance of Revised Job Descriptions for the Tribal Government and Superseding All  
Prior Job Descriptions*

WHEREAS, the status of the *Gaá Čhing Ziibi Daáwaa Aníshinaábek* (Little River Band of Ottawa Indians) as a sovereign and Treaty-making power is confirmed in numerous treaties, from agreements with the initial colonial powers on this land, to various treaties with the United States; and

WHEREAS, the Little River Band of Ottawa Indians (Tribe) is descended from, and is the political successor to, the Grand River Ottawa Bands, signatories of the 1836 Treaty of Washington (7 Stat. 491) with the United States, as reaffirmed by federal law in P.L. 103-324, enacted in 1994; and

WHEREAS, the Tribe adopted a new Constitution, pursuant to a vote of the membership on May 27, 1998, which Constitution became effective upon its approval by the Assistant Secretary-Indian Affairs on July 10, 1998; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(a) to provide for the public health, peace, morals, education and general welfare of the Little River Band and its members; and

WHEREAS, the Tribal Council is authorized under Article IV, Section 7(j) to take legislative actions consistent with delegated powers; and

WHEREAS, the Tribal Council adopted resolution # 03-0423-105 which contained three directives:

- a. authorization to engage consultant to conduct a comprehensive review and revision of the Tribe's employment practices, processes, documents and salary structure;
- b. freezing the status of all current employees during the review and allowing exceptions to be requested by the Ogema and approved by the Tribal Council; and
- c. prohibiting new hires during the review and allowing exceptions to be requested by the Ogema and approved by the Tribal Council; and

WHEREAS, the Tribal Council engaged a consulting firm to provide revised personnel policies which have been submitted and reviewed; and

WHEREAS, the Ogema has requested his management team to review the information and make final recommendations; and

WHEREAS, the Ogema has determined that the job descriptions for each employee of the Tribe should be brought forward for approval and that this action will not unduly hinder or interfere with the comprehensive revisions being conducted by the management team; and

WHEREAS, the Ogema has reviewed the submission to the Tribal Council regarding the revisions to job descriptions of employees of the Tribe and recommends the approval of the revised job descriptions;


NOW THEREFORE IT IS RESOLVED THAT the Tribal Council of the Little River Band of Ottawa Indians does hereby accept the attached revised job descriptions for the employees of the Tribal government.


IT IS FURTHER RESOLVED THAT the each employee will be required to sign the revised job description for placement in their employment file within 45 days of approval of this resolution.

IT IS FINALLY RESOLVED THAT the Human Resource Director shall meet with each director to review and finalize job descriptions regarding employees in that program or department. The Tribal Manger review and provide final approval of any revisions to the job descriptions presented with this resolution prior to signature by an employee. The Tribal Manger and Human Resource Director shall meet with each director to review and finalize a director job description prior to signature by an employee.

**CERTIFICATE OF ADOPTION**

I do hereby certify that the foregoing resolution was duly presented and adopted by the Tribal Council with 5 FOR, 3 AGAINST, 0 ABSTAINING, and 1 ABSENT, at a Regular Session of the Little River Band of Ottawa Indians Tribal Council held on March 3, 2004, at the Little River Band's Dome Room in Manistee, Michigan, with a quorum being present for such vote.

  
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Lisa M. McCatty, Acting Council Recorder

  
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Stephen Parsons, Council Speaker

Attest:

Distribution: Council Records  
Tribal Ogema  
Tribal Court