DRAFT Terms of Reference
for the Lakes Stsemtúl'ecws

1. Introduction

These Terms of Reference (TOR) outline the structure, purpose, responsibilities, and roles of the Lakes Stsemtúl'ecws (Regional Committee) within Le7 te Melámen Health Society (LMS). As outlined in Section 4, this committee consists of Authorized Representatives from each community within the Lakes Region.

2. Background

Le7 te Melámen Health Society recognizes the importance of local representation and engagement in decision-making processes. The Lakes Stsemtúl'ecws has been established to facilitate collaboration, communication, and coordination among the five communities within the Lakes Region. This committee plays a crucial role in ensuring that the interests and concerns of each community are heard and considered in regional matters at Le7 te Melámen Health Society.

3. Definitions

- Kectém e squqwlút.s nSqw7el: the Authorized Representative, AR
- Stsemtúl'ecws: Regional Committee
- Yecwemínem: Le7 te Melámen Health Society Board of Directors
- Conflict of Interest: Conflict of interest is when an individual, in performing their duties under LMS, attempts to further their private interests for personal gain or the gain of any other individual instead of the best interests of the Society.

4. Committee Composition

The Lakes Region Stsemtúl'ecws is made up of the following communities:

- Sexqeltqín – Adams Lake,
- Qw7ewt – Little Shuswap,
- Sk'atsin – Neskonlith
- Kenpésq't – Shuswap
- Splats'in – Spallumcheen

Membership

- Each of the five communities will appoint their respective Tqwlútmens re S7elkst;
- A Tqwlútmens re S7elkst should have the necessary skills and time to participate in the Purpose outlined below.
- The Tqwlútmens re S7elkst from each community within the Region shall be the only committee member.

5. Purpose

The Stsemtúl'ecws have the following purposes:

1. Representation at the Society Governing Level

   At the Annual General Meeting (AGM) of the Society, the Stsemtúl'ecws shall:

- Appoint two Kectém e squqwlút.s nSqw7el from amongst their committee to represent their Region at the Society governing level, the Yecwemínem (Board of Directors).

2. Regional Coordination

- To facilitate coordination and collaboration among communities within the Region.
- To identify common issues, challenges, and opportunities that require collective action.
- To Provide ongoing recommendations to the Yecwemínem (Board of Directors) of the Society on matters relevant to their Region.

3. Information Sharing

- Act as the primary communication conduit for the communities they represent, ensuring that information flows between Le7 te Melámen Health Society, the Yecwemínem, and the communities.
- To disseminate important updates, policies, and decisions from Le7 te Melámen Health Society.

4. Input and Feedback

- To provide input and feedback on regional policies, projects, and initiatives.
- To ensure that the voices of individual communities are considered in decision-making processes.

6. Stsemtúl'ecws Meetings

Frequency

- In addition to attending the Le7 te Melámen Health Society AGM, each Regional Committee shall meet a minimum of four times per year, with meetings preceding the Society Yecwemínem meetings as per the below.

Meeting	Season	Date
Sqepts te Sqw7el	Spring	First Monday / March
Sxqél'qeltemc te Sqw7el	Summer	First Monday / June
Sllwelsten te Sqw7el	Fall	First Monday / September
S7istk te Sqw7el	Winter	First Monday / December

The purpose of Stsemtúl'ecws meetings shall include:

- Receiving and discussing updates from the respective Yecwemínem members.
- Discussing and providing recommendations for the Board on regional matters.

7. Decision-Making

As a committee, the Stsemtúl'ecws has no authoritative power, as all liability and risk lie within the Yecwemínem, who must make the final decision.

In this essence, the Stsemtúl'ecws will make recommendations to be considered by the Yecwemínem. Recommendations shall be made through a consensus-based approach, with the Chairperson facilitating the process. All recommendations will be attached and provided to the LTMHS Society via the LTMHS Briefing note process.

Following LTMHS, consensus-based decision-making is when the committee works together to agree on a solution every AR can support. This will involve talking openly, listening to each other, and finding compromises where applicable.

8. Conflict of Interest

Identification of Conflicts

- Annually, each AR will sign an LTMHS Conflict of Interest Declaration.
- Members of the Stsemtúl'ecws must promptly disclose any personal, professional, or financial interests that may conflict or appear to conflict with the interests of the committee, its members, or Le7 te Melámen Health Society.

Recusal

- Members declaring conflicts of interest shall recuse themselves from discussions and recommendations about the matter. The committee shall make provisions for addressing conflicts of interest on a case-by-case basis.

9. Amendment of Terms of Reference

These Terms of Reference may be amended as needed by a consensus decision of the Stsemtúl'ecws.

Le7 te Melámen Health Society acknowledges the crucial role played by the Stsemtúl'ecws in fostering collaboration, representation, and effective communication among our communities.

These committees shall operate per the principles of transparency, accountability, and respect for the autonomy of individual communities.