

SUQUAMISH COMMUNITY ADVISORY COUNCIL BYLAWS

PURPOSE AND STRUCTURE OF THE SUQUAMISH COMMUNITY ADVISORY COUNCIL

The Suquamish Community Advisory Council (SCAC) was formed to provide a forum for community discussion on the many issues and interests found in the Suquamish Limited Area of More Intense Rural Development (LAMIRD). SCAC fosters enhanced engagement between stakeholders that include the residents of the Suquamish area, Suquamish Tribe, Kitsap County government, and other agencies/groups. SCAC also facilitates the efforts of those same stakeholders currently at work on improving the Suquamish community. SCAC will include representatives of broad interests found in Suquamish, who will work together proactively toward addressing mutual interests and concerns.

MISSION STATEMENT:

The Mission of the Suquamish Community Advisory Council is to:

- Actively facilitate communication among the Suquamish community;
- Mutually develop and promote a sense of community vision and pride;
- Improve communications and relations between Tribal and non-Tribal members;
- Communicate mutual desires and concerns between Kitsap County government, the Suquamish Tribe, other government entities and the Suquamish community.

SCAC GENERAL STRUCTURE

Membership

Voting membership will be limited to 12 members as appointed by the Kitsap County Board of Commissioners (BOCC). Eleven Seats will be appointed at-large, and one Seat shall be reserved for the appointment of a Suquamish youth member. All members of the community are encouraged to attend and participate.

Staff

The BOCC will direct a County staff person to attend SCAC meetings and be a resource and liaison to the SCAC. The staff person will also provide a monthly update of County activities that relate to the Suquamish community.

Terms of Service

Membership appointments will be for three-year terms except for the Youth Representative who will be appointed to a one-year, renewable term. The County staff coordinator serves at the pleasure of the BOCC and is not subject to a term.

Officers

SCAC leadership will be the responsibility of a Chairperson and Co-Chairperson elected by a simple majority of the members to serve one-year terms (January to December), with a limit of three consecutive terms in a Chairperson or Co-chairperson position.

Responsibilities include: a) meeting supervision; b) agenda coordination & preparation; c) subcommittee coordination; d) press and community spokespersons. A Secretary will be elected for a one-year term to prepare meeting minutes. A vacancy occurring mid-term will be filled by simple majority vote for the balance of the term.

Subcommittees

Subcommittees will be formed as needed to address specific topics. Community at-large participation in subcommittee work will be actively encouraged. A SCAC member will serve as chairperson of each subcommittee.

Attendance

Active, ongoing participation of the membership is critical to SCAC success. Each member is responsible for regularly attending and actively participating in SCAC meetings. More than two absences in a 12-month period may be cause for membership termination; however, such a decision shall come from the BOCC upon the recommendation of a majority of the members.

Meetings

SCAC will meet monthly for 11 meetings annually. Meetings are currently designated as the first Thursday of each month from 6:30-8:00 p.m. The public should be notified about changes to the regular meeting date or location two weeks in advance. Special meetings may be called at the discretion of the Chairperson(s) with advisement to the BOCC and public notice.

All meetings will be open to the public in accordance with the Open Public Meetings Act and posted on the Kitsap County website and to the extent possible to community bulletin boards.

Meetings may be conducted without a quorum present. However, a quorum is required for taking action that requires a vote, including the approval of minutes, formal recommendations and position statements. A quorum will consist of greater than 51 percent of the non-vacant membership seats (for example, if there are three vacant seats and eight non-vacant seats, a quorum is five members).

Bylaw Amendments

SCAC will review these bylaws annually. If at that time, or at any other time, the SCAC determines the bylaws require amendment, it will vote on the amendments at a regularly scheduled meeting. The Chairperson(s) will provide the bylaw amendments, as approved by the SCAC, to the BOCC, along with a recommendation that the BOCC adopt the amended bylaws.

ADOPTION

Bylaws are in full force and effect when approved by the Board of County Commissioners


BYLAWS APPROVAL

Dated this 9th day of June 2025




BOARD OF COUNTY COMMISSIONERS
KITSAP COUNTY, WASHINGTON


CHRISTINE ROLFES, Chair


ORAN ROOT, Commissioner


KATHERINE T. WALTERS, Commissioner

ATTEST:


Dana Daniels, Clerk of the Board