



THE SECRETARY OF THE INTERIOR  
WASHINGTON  
SEP 26 2023

Dear Tribal Leader:

As part of the 2021 White House Tribal Nations Summit, the U.S. Department of the Interior (Department) announced the formation of the Secretary's Tribal Advisory Committee (STAC) to advance the Department's ongoing and future engagement with Tribal Nations. The Department's establishment of the STAC created a permanent forum to facilitate intergovernmental discussions between the Secretary, high-level Department officials, and elected Tribal representatives in furtherance of government-to-government relationship with Tribal Nations.

The STAC is meant to advance a regular, meaningful, and consistent government-to-government relationship with elected Tribal representatives in order to strengthen the Department's efforts to share information, exchange ideas, provide recommendations, and facilitate robust discussions and interactions regarding intergovernmental responsibilities, the administration of the Department's programs, and the development of policies and initiatives in furtherance of President Biden's objectives as laid out in Executive Order No. 13175, and the Memorandum on Tribal Consultation and Strengthening Nation-to-Nation Relationships.

The Department is requesting nominations from Tribal leaders to fill the vacant Alternate position for the **Bureau of Indian Affairs Rocky Mountain Region**. Additional information on STAC formulation and the nomination process is enclosed.

Please submit completed applications to [oiea@ios.doi.gov](mailto:oiea@ios.doi.gov) by **Thursday, October 12 at 11:59 p.m. EDT** and include in the subject line: "STAC Application – Rocky Mountain Region". Additional questions can be emailed to Heidi Todacheene, Senior Advisor to the Secretary and Executive Director of STAC, in the Office of the Secretary at [STAC@ios.doi.gov](mailto:STAC@ios.doi.gov).

Sincerely,

Deb Haaland

Enclosure

## Enclosure

### **Membership**

The Secretary's Tribal Advisory Committee (STAC) will be composed of a Tribal member from each of the 12 Bureau of Indian Affairs (BIA) regions and one alternate member from each of the following: 1) Alaska Region; 2) Eastern Region; 3) Eastern Oklahoma Region; 4) Great Plains Region; 5) Midwest Region; 6) Navajo Region; 7) Northwest Region; 8) Pacific Region; 9) Rocky Mountain Region; 10) Southern Plains Region; 11) Southwest Region; and 12) Western Region. The Secretary, in consultation with the Assistant Secretary – Indian Affairs (Assistant Secretary), will designate one member of the STAC to serve as chairperson.

### **Term Limits and Procedure**

Members serve at the discretion of the Secretary and are appointed on a staggered-term basis for terms not to exceed 2 years. For representatives initially appointed to STAC, the staggered terms will be established through a lottery method used to assign the 1-year and 2-year terms to membership. Procedural details are further identified in the Department of the Interior's (Department) STAC Rules of Order. The STAC will meet at least two times per year to exchange views, information, or advice, and at other times as designated by the Secretary or the Assistant Secretary. The Department will provide standard notice to STAC members and alternatives of in-person and virtual meetings.

### **Compensation**

Non-Federal members of the STAC serve without compensation but may be allowed travel expenses, including per diem in lieu of subsistence while away from their homes or regular places of business.

### **Time Requirements**

STAC members must make a good faith effort to participate in all meetings. If a STAC member does not participate in a meeting on three successive occasions, the Assistant Secretary will notify Indian Tribes in the respective area and ask them to nominate a replacement. Department representatives determined by the Secretary or Assistant Secretary will be expected to attend meetings.

### **Required Nomination Packet Materials Packages**

A member should be an elected official or designated representative that is qualified to represent the views of the Tribes in the respective BIA region for which they are being nominated. The Secretary will only consider completed member and alternate nomination packages for the member and alternate positions.

A complete nomination package should include the following information about each nominee:

- The BIA region for which the nominee is being considered.
- The nominee's name, title, contact information, geographic location, and Tribal affiliation.
- A résumé that describes the nominee's qualifications and technical experience.

- A personal statement of the reasons why the nominee wants to serve on STAC, including 1) examples of work and 2) technical and/or professional experience at the local, Tribal, or urban community level, and/or regional or national levels.
- A statement committing to the time to contribute to the biannual STAC meetings.
- Any additional comments, including culturally relevant skills and personal experience, that could help contribute to STAC's deliberations.
- An official letter from the Tribe.
- Other letters of recommendation(s), including letters from regional or national Tribal organization(s).

### **Priority**

Nominations will be considered for selection in the following priority order:

- 1) Tribal President/Chairperson/Governor.
- 2) Tribal Vice-President/Vice-Chairperson/Lt. Governor.
- 3) Elected or appointed Tribal official.
- 4) Designated Tribal official.

If there is more than one nomination in the priority list, individuals who had a letter of support from regional or national Tribal organization(s) will be taken into consideration when selecting the primary and alternate delegates.

### **Alternates**

Each member will have an alternate that will be selected for their specific BIA region. Should the selected Tribal representative be unable to attend a meeting, the alternate will have full rights for participation and voting privileges during the absence of the Tribal representative.

### **Submission Information**

The names of each nominated STAC member and alternate must be submitted to the Office of Intergovernmental and External Affairs (OIEA) in an official letter from the Tribe by **Thursday, October 12 at 11:59 p.m. EDT** to the following e-mail: [oiea@ios.doi.gov](mailto:oiea@ios.doi.gov)

If you have questions, contact Heidi Todacheene, Senior Advisor to the Secretary and Executive Director of STAC, in of Office of the Secretary at [STAC@ios.doi.gov](mailto:STAC@ios.doi.gov) and please include "STAC Application – Rocky Mountain Region" in the subject line.