



Human Resources Subcommittee Draft Terms of Reference

1. Membership/Roles and Responsibilities/Staff Support

Membership:

Chair: Councillor Derek Hansom – creating agendas, updating Critical Path Working Group and SXTA workshop meetings;

Members: Chief Angie Bailey, Chief Derek Epp, to be identified

- Being active participants e.g. following up on needs or action items

Technical Staff Support: Shana Roberts to provide technical support and information as required,

- help create agendas,
- provide Main Table updates as needed,
- ensuring necessary interaction between tables, working groups, and projects
- research
- maintain communications with Outreach as necessary

Administrative Staff Support: – [to be determined]

- to provide meeting minutes, tracking action items,
- Meeting logistics
 - room booking,
 - catering,
 - scheduling,

2. Purpose:

The purpose of the Human Resources Subcommittee is to:

- a. Identify human resource skills and abilities
- b. Identify human resource needs:
 - i. Identifying gaps
 - ii. As needed – Treaty-based
 - iii. For future needs – post Treaty
- c. Provide assistance for human-resource related projects
- d. Communicate anticipated human resource needs

3. Links to Other Committees:

See attached diagram.

4. Communications:

See attached diagram.

5. Work Plan and Priorities

a. TRM Fiscal Year 2017/2018

i. Transition Plan

ii. Manual

b. Updates Nov. 8th/9th, 2017 Workshop (by Chair)

c. Updates as required for Critical Path Working Group and Workshops (by Chair)

d. Identify community members with relevant skill sets for potential involvement in the subcommittee and/or related activities

6. Needs:

a. To be determined as reviewed/as needed

