

PERSONNEL COMMITTEE

Committee of the Legislature

TERMS OF REFERENCE

Approved by Resolution of the Legislature Number 2025.05.05-04

MANDATE

The mandate of the personnel committee of the Legislature is to advise and make recommendations on policies and practices concerning personnel and Yuulu?il?ath Government structures.

COMPOSITION

The personnel committee is composed of

1. the chief administrative officer,
2. the chief financial officer,
3. a member of the Legislature, and
4. the human resources manager.

DUTIES AND POWERS

The duties and powers of the personnel committee include the following:

1. To make recommendations to the Executive and the Legislature on policies and practices concerning personnel.
2. To provide advice to the Executive or the Legislature on the practical application and cultural impacts of any law that impacts the structure and functioning of the Yuulu?il?ath Government, and to propose any potential changes.
3. At the request of the chief administrative officer, to advise the chief administrative officer in fulfilling the Yuulu?il?ath Government's responsibilities related to human resources, health and safety, and compensation for personnel and consultants.
4. To advise the Executive and chief administrative officer on the appointment of and compensation, incentives, bonuses, benefits, and retirement plans, if applicable, for Yuulu?il?ath directors.
5. To advise the Executive on the Yuulu?il?ath Government's compensation philosophy, strategy, and guidelines.
6. To review the human resources needs of the Yuulu?il?ath Government at least annually, and to develop and amend, as necessary, a human resources succession plan to be approved by the Executive, ensuring the Yuulu?il?ath Government's human resources

- requirements are met for the next five years.
7. To review major changes in the administrative structure of the Yuułuꞑilꞑath Government and make recommendations to the Executive and the Legislature.
 8. To perform any other duties assigned or delegated to the personnel committee by the Legislature or the Executive.

FREQUENCY OF MEETINGS

The personnel committee must meet at least two times each year.

RESPONSIBILITIES OF COMMITTEE MEMBERS

Committee members must:

1. sign an oath of confidentiality,
2. comply with all legislation including Chapter 6 of the Yuułuꞑilꞑath Constitution and Code of Conduct and Conflict of Interest Act (Yuułuꞑilꞑath Government), and
3. attend and engage actively in committee meetings.

REMUNERATION

Committee members will be remunerated in accordance with standard rates as determined by the chief administrative officer and in accordance with approved budgets.

Travel expenses must receive prior approval from the chief administrative officer or the chief financial officer and will be paid in accordance with Yuułuꞑilꞑath Government policy.

INTERPRETATION

All terms and provisions outlined in this document shall be interpreted in accordance with the definitions and guidelines set forth in the Government Personnel Act (Yuułuꞑilꞑath Government) and the Interpretation Act (Yuułuꞑilꞑath Government). In the event of any conflict or ambiguity, the definitions provided in the Government Personnel Act (Yuułuꞑilꞑath Government) shall take precedence and govern the interpretation and application of these terms.