

Substance Abuse and Mental Health Services Administration  
Tribal Technical Advisory Committee (SAMHSA TTAC)  
Guidance

**Purpose:** Under Executive Order 13175 and in accordance with the U.S. Department of Health and Human Services Tribal Consultation Policy, the SAMHSA Technical Tribal Advisory Committee (SAMHSA TTAC) provides advice via a complementary venue wherein elected Tribal representatives and SAMHSA staff will exchange information on public health issues in Indian Country, specifically identifying urgent mental health and substance abuse problems within tribal communities, and discuss collaborative approaches to addressing these issues and needs. The SAMHSA TTAC will develop and provide recommendations on policies, guidelines and programmatic issues affecting the delivery of mental health and substance abuse programs funded (in whole or in part) by SAMHSA. The SAMHSA TTAC will ensure that SAMHSA activities or policies that affect Indian Country are brought to the attention of Tribal leaders. The TTAC meets in-person for 2 days during the 2<sup>nd</sup> quarter of the fiscal year and via webcast during the 4<sup>th</sup> quarter.

**Requirements:** Committee membership will include a primary and alternate representative from each of 12 geographic areas served by the Indian Health Service (IHS). These Areas include the following: Aberdeen, Alaska, Albuquerque, Bemidji, Billings, California, Nashville, Navajo, Oklahoma, Phoenix, Portland and Tucson. In addition, the SAMHSA TTAC will include two at-large positions, generally one representative each from the National Congress of American Indians (NCAI) and National Indian Health Board (NIHB). Nominees must be **elected** Tribal officials.

**Term of Service:** The SAMHSA TTAC membership term will coincide with each member's elected/appointed leadership term.

**Selection Process:** Individuals are nominated by the tribe or IHS area office, or selected/appointed by the SAMHSA Administrator.

**Appointing Official:** Pamela S. Hyde, J.D., Administrator

**Submission Process:** Submit a completed nomination form (attached), a nomination letter from the tribe and/or IHS Area office, and bio for the nominee.

Nomination Letter – On letterhead include the following in the narrative:

- Indicate if nominee is a primary or alternate SAMHSA TTAC representative.
- Explain why the nominee is being recommended for nomination.
- List the nominee's accomplishments and a specific identification of the expertise sought for service on the SAMHSA Tribal Technical Advisory Committee.

Send original documents to: Sheila Cooper, Senior Advisor for Tribal Affairs  
1 Choke Cherry Road, Room 8-1055  
Rockville, Maryland 20857  
Email: [sheila.cooper@samhsa.hhs.gov](mailto:sheila.cooper@samhsa.hhs.gov)

**SAMHSA Tribal Technical Advisory Committee  
Nomination Form**

NAME OF NOMINEE (Type or Print Full Name)	TRIBE  POSITION/TITLE
ADDRESS (mail delivery) Business  Residence	TELEPHONE: Home  Business  Mobile  FAX NUMBER:  E-MAIL ADDRESS: Business  Personal  Alternate Contact Information: (preferably office staff)