

Internal Audit Department Reviews Procedures to Help Protect Tribal Assets

By Jim Jaquith, Director of Internal Audit

The Internal Audit Department (IAD) was established by Tribal Council resolution on Jan. 1, 2008, as an operating unit under the Confederated Tribes of Siletz Indians. The IAD's responsibilities are defined by the Tribal Council as part of its oversight function.

The objective of the department is to supply Tribal Council, the Siletz Tribal Gaming Commission (STGC), Tribal government, Chinook Winds Casino Resort and other Tribal business entities with compliance and operating recommendations.

The goal of IAD is to audit and/or review processes and procedures within the entities in order to provide reasonable assurance that the assets owned and operated by the Tribe are protected. Because auditing is a snapshot of a time period, there is no absolute assurance that all discrepancies will be discovered; however, we believe our audits/reviews provide independent and objective support for our opinions.

The entities owned by the Tribe must adhere to numerous federal, state and Tribal laws and regulations. Internal Audit's first priority is to provide regulatory

audit services to the Siletz Tribal Gaming Commission; however, that responsibility is closely followed by our responsibility to provide audit coverage for all other Tribal activities.

In auditing these entities, IAD's responsibility is to be knowledgeable about current laws, regulations, and policies and procedures regarding the entities' operations. This serves as the foundation of our audits.

It's important that IAD staff attend conferences and/or trainings that enhance their audit skills and knowledge of current regulations as well as future proposed

changes within federal and state regulations that apply to the Tribe and Tribal business entities.

IAD also provides consulting activities that are guided by a philosophy of adding value to improve the operations of the Tribe and Tribal business entities. IAD assists in accomplishing its objectives by bringing a systematic and disciplined approach to evaluate and improve the effectiveness of Tribal operations.

It's the intent of IAD, based on our audits, to provide a reasonable level of protection of Tribal assets for Tribal leaders and Tribal members.

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CTSI Jobs

Tribal employment information is available at www.ctsi.nsn.us.

Position: Tribal Services Specialist I or II
Salary: \$16.56 - \$18.29 per hour/DOE
Location: Siletz, Oregon
Open: 3/23/10
Close: 4/9/10

Note: "Open Until Filled" vacancies may close at any time. The Tribe's Indian Preference policy will apply. Tribal government will not discriminate in selection because of race, creed, age, sex, color, national origin, physical handicap, marital status, politics, membership or non-membership in an employee organization.

General Council Meeting

May 1, 2010 • 1 p.m.

Siletz Tribal Community Center
Siletz, Oregon

Call to Order
Invocation
Flag Salute
Roll Call
Approval of Agenda
Approval of Minutes

Programs:
* Healthy Traditions Program
* Health Clinic Report

Tribal Members' Concerns
Chairman's Report
Announcements
Adjourn

GET MONEY BACK. DO YOUR TAXES FOR FREE!

Take the Credits and get money back.

Working families and persons with low or moderate income may qualify for various tax credits worth up to several thousand dollars. Even if you owe no tax you could get money back because some credits are refundable.

- Federal Earned Income Credit - File form 1040 or 1040A, and Schedule EIC.
- Oregon Working Family Child Care Credit - Fill out Schedule WFC on your state tax return.
- Oregon Earned Income Credit - If you qualify for the federal credit, you can claim the state credit. It is 6 percent of the federal credit and is refundable.
- Federal Child Tax Credit - Fill out the IRS Form 8812 to see if you qualify.

"Tax-Aide" sites are all over Oregon.

When you visit a Tax-Aide site,
an IRS Certified Volunteer will do your taxes
and "e-file" them for you FREE of charge!
E-filing speeds up your refund!

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close to you:

Call 1-888-227-7669 (AARPNOW)
or visit www.aarp.org/taxaide/
Call the IRS at 1-800-829-1040
Oregon Department of Revenue
1-800-356-4222
OR, Do it Yourself:
www.thebeehive.org/ohcs

Before you start, have these items with you!

- ✓ Your earned income in 2009 of less than \$58,000 and a valid e-mail address (if using www.thebeehive.org/ohcs)
- ✓ Your Social Security card or Individual Taxpayer Identification Number for each person on the tax return
- ✓ Federal and State tax form packets
- ✓ W-2 forms from every employer
- ✓ Other forms and receipts, such as 1099s from your bank
- ✓ Child and dependent care information and receipts and provider's tax ID number
- ✓ Copies of last year's tax returns

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The Interagency Council on Hunger and Homelessness

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If you live in the following counties you can get additional help at these organizations:

Multnomah County

Portland Housing Center
3233 NE Sandy Blvd.
Portland, OR 97232
Phone: 503.282.7744

Peg Malloy, Executive Director
Phone: 503.282.7744 Ext. 107
Email: pegm@portlandhousingcenter.org
Web site: www.portlandhousingcenter.org

Greater Portland Metro

CASH Oregon
2013 Lloyd Center Mall
Portland, OR 97232
Phone: 503.243.7765
Web site: www.cashoregon.org

Marion County

Salem Keizer CDC
945 Columbia St. NE
Salem, OR 97301
Phone: 503.856.7077

Chuck Fisher, Executive Director
503.856.7077 x611
Email: chuck@saalemkeizercdc.org
Web site: www.salemkeizercdc.org

Central Oregon

Partnership to End Poverty
521 SW 6th St.
Redmond, OR 97756

Sarah Holtzclaw, Director of Asset Development
Phone: 541.504.1389
Email: sarah@partnershiptoendpoverty.org
Web site: www.partnershiptoendpoverty.org

Lane County

St. Vincent de Paul of Lane County, Inc.
705 S. Seneca
Eugene, OR 97402
Phone: 541.687.5820

Colleen Stewart, Program Manager
Phone: 541.687.5820 Ext. 142
E-mail: cstewart@svdp.us
Web site: www.svdp.us

Yamhill County

CASA of Oregon
212 E. 1st St.
Newberg, OR 97132
Phone: 503.537.0319
Toll Free: 866.537.0319

Thomas Jensen, Program Director
Phone: 503.537.1067 Ext. 310
E-mail: tjensen@casaforegon.org
Web site: www.yamhillcdc.com