

RESOLUTION OF THE
HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE
23rd NAVAJO NATION COUNCIL -- Fourth Year, 2018

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE;
APPROVING AMENDMENTS TO THE PLAN OF OPERATION FOR THE OFFICE OF
BROADCAST SERVICES

BE IT ENACTED:

SECTION 1. AUTHORITY

- A. The Health, Education and Human Services Committee ("HEHSC") is established as a standing committee of the Navajo Nation Council and serves as the oversight committee for the Division of Human Resources. 2 N.N.C. §§ 400 (A), 401(C)(1).
- B. As oversight for the Division of Human Resources, HEHSC is empowered to approve plans of operation for any divisions or departments under the Committee's oversight. 2 N.N.C. § 401(C)(1). See also HEHSCAU-18-14.

SECTION 2. FINDINGS

- A. The Office of Broadcast Services is located within the Division of Human Resources. See HEHSCAU-18-14
- B. The Plan of Operation for the Office of Broadcast Services was last updated in 2014.
- C. The amended Plan of Operation for the Office of Broadcast Services is attached hereto as Exhibit A.
- D. An Executive Official Review by the Navajo Department of Justice has been completed and is attached hereto as Exhibit B.

**SECTION 3. APPROVING AMENDMENTS TO THE PLAN OF OPERATION
FOR THE OFFICE OF BROADCAST SERVICES**

The Navajo Nation hereby approves the amended Plan of Operation for the Office of Broadcast Services attached as Exhibit A.

CERTIFICATION

I, hereby, certify that the following resolution was duly considered by the Health, Education and Human Services Committee of the 23rd Navajo Nation Council at a duly called meeting at Window Rock, (Navajo Nation) Arizona, at which a quorum was present and that same was passed by a vote of 3 in favor, 0 opposed, 1 abstained this 25th day of June, 2018.



Norman M. Begay, Vice-Chairperson
Health, Education and Human Services Committee
23rd Navajo Nation Council

Motion: Honorable Nathaniel Brown
Second: Honorable Steven Begay

DIVISION OF HUMAN RESOURCES
OFFICE OF BROADCAST SERVICES
Navajo Nation TV & Film
PLAN OF OPERATION



I. ESTABLISHMENT

There is hereby established the ~~Office of Broadcast Services~~ Navajo Nation TV & Film (NNTVF) within the Division of Human Resources of the Executive Branch of the Navajo Nation Government.

II. PURPOSE OBJECTIVES

~~The purpose of the Office shall be to promote the expansion and strengthening of new and existing mass communications services to the Navajo people. Specifically, the Office will;~~

~~A. Develop and implement operational, financial and staffing plans for the Navajo Television System Network, or any subsequent effort by the Nation in establishing television broadcasting services;~~

A. Navajo Nation TV and Film (NNTVF) shall:

1. Provide television (tv), film, and media services on the Navajo Nation;
2. Provide tv, film and media workshops to promote career opportunities and training;
3. Create policies and procedures regarding tv, film and media;
4. Advocate, coordinate and provide assistance in television, film, and media relations to the Navajo Nation;
5. Collect and safeguard historic media pertaining to Navajo culture, traditions and stories;
6. Provide guidance on Navajo culture and authenticity;
7. Seek expansion and improvement opportunities in tv, filming and media services;
8. Advocate for equitable partnership and investment in tv, film and media industry; this may include co-production, production (e.g. location scouting, casting calls, production assistance, crew, etc.) and the use of Navajo Nation Program and Services;
9. Produce public information for distribution through various media outlets;
10. Create tv programming with an emphasis on Navajo language, culture and interest;
11. Produce creative media content to preserve and document the perspectives, experience, and voices of the Navajo community;

12. Create programs in partnership with local community colleges, to provide opportunities for Native youth to gain experience in production and journalism;
13. Explore innovative and viable media markets for the Navajo Nation;
14. Create and implement a Fund Management Plan.

- ~~B. Produce public information and other media announcements for distribution to area media outlets;~~
- ~~C. Develop and implement fee schedules and grant permits and other licenses to individuals and organizations engaged within the Nation in the commercial filming or other activities connected with photography and cinematography matters involving the use of the Nation's resources; however nothing within this Plan of Operations shall be construed to limit amateur photography or cinematography or other means by journalists and other members of the press for use in published new accounts pertaining to the Nation;~~
- ~~D. Where requested and appropriate, review material slated for release or production for cultural accuracy.~~

III. STAFFING AND ORGANIZATION

- ~~A. There is hereby established the position of Program Manager of the Office of Broadcast Services and such other professional support staff positions as may be approved by the Navajo Nation and budgeted by the Navajo Nation Council. The Program Manager shall have the authority to hire professional and support staff pursuant to the Navajo Nation personnel compensation, benefits, and grievance policies and procedures.~~
- ~~B. The Office of Broadcast Services shall be administratively aligned with the Department of Public Services within the Division of Human Resources (Organizational Chart attached). The Office of Broadcast Services shall have two (2) units as described below:~~
 - ~~1. Navajo Radio Network~~
 - ~~2. Navajo Television System Network~~

A. Staffing

1. The NNTVF Program Manager I shall have responsibility to supervise the overall function of the program including fiscal management, personnel, property, internal policies, etc., and on a case by case basis may delegate authority;
2. The NNTVF Program Manager I under the general direction and guidance of the Division Director of the Division of Human Resources;
3. The Program Manager shall be authorized or recommend other professional, technical, specialized and clerical positions as needed to carry out the duties and responsibilities stated herein; additional positions shall be acquired in

accordance with applicable personnel policies and procedures and applicable budget rules established for conducting the annual Navajo Nation budget process.

4. All personnel shall be selected, employed, supervised and terminated pursuant to and in accordance with the Navajo Nation Personnel Policy Manual and other applicable laws and regulations;
5. Build a positive environment to enhance production that is essential to the NNTVF and clients;

B. Organization

1. The organizational chart for the NNTVF is attached as "Exhibit A" herein.

IV – RESPONSIBILITY AND AUTHORITY

~~A. The Program Manager shall have general authority necessary and proper to carry out the purposes set forth in Section II of this Plan of Operation. Specific authority shall include the power to:~~

- ~~1. Conduct operation in accordance with laws, rules and regulations of the Navajo Nation regarding telecommunications and broadcasting by radio and television;~~
- ~~2. Take all appropriate actions, in accordance with the laws, rules and regulations of the Navajo Nation, to develop the Navajo Television System Network, including the solicitation of funds, the production of programming material, the purchase and installation of equipment and the securing of land use permits;~~
- ~~3. Prepare and present periodic accounting and operational reports to appropriate parties;~~
- ~~4. Record events and other presentations, or produce audio tape of public services and other media announcements for distribution to the public and area media outlets;~~
- ~~5. Regulate the commercial filming or other activities connected with photography and cinematography matters involving the use of the Nation's resources; except for areas within the boundaries of tribal parks;~~
- ~~6. Review scripts and other materials for cultural accuracy and relevancy;~~
- ~~7. Complete such other assignments, or take such other actions as is necessary to protect the property and assets of the Navajo Nation.~~

B. Financial

- ~~1. In accordance with the laws, rules and regulations of the Navajo Nation, all funds collected by the Office shall be deposited with the Navajo Nation into a revolving or general fund account, as is appropriate.~~

- ~~2. All disbursements of the office funds shall be made by check drawn on the account of the Navajo Nation.~~
1. Implement and/or upgrade infrastructure in accordance with applicable rules and regulations;
2. Promote the use of modern technology and shift the program to a revenue-producing platform;
3. Develop and administer procedures for film and photography permits on the Navajo Nation;
4. Maintain security and accountability of program property;
5. To broadcast emergency alerts through the Emergency Alert System (EAS) in coordination with the Navajo Department of Emergency Management (NDEM);
6. Create Agreement(s) to protect tribal interest and sovereignty with the assistance and approval of the Navajo Department of Justice (NDOJ).

V. LEGISLATIVE OVERSIGHT

- ~~A. Legislative oversight for the operations of the NNTVF shall be provided by the Health, Education and Human Services Committee of the Navajo Nation Council.~~

VI. AMENDMENTS

- ~~A. This Plan of Operations may be amended periodically by the Government Services Naabik'iyati' Committee of the Navajo Nation Council with the recommendations of the Human Services~~ Health, Education and Human Services Committee of the Navajo Nation Council.

Division of Human Resources

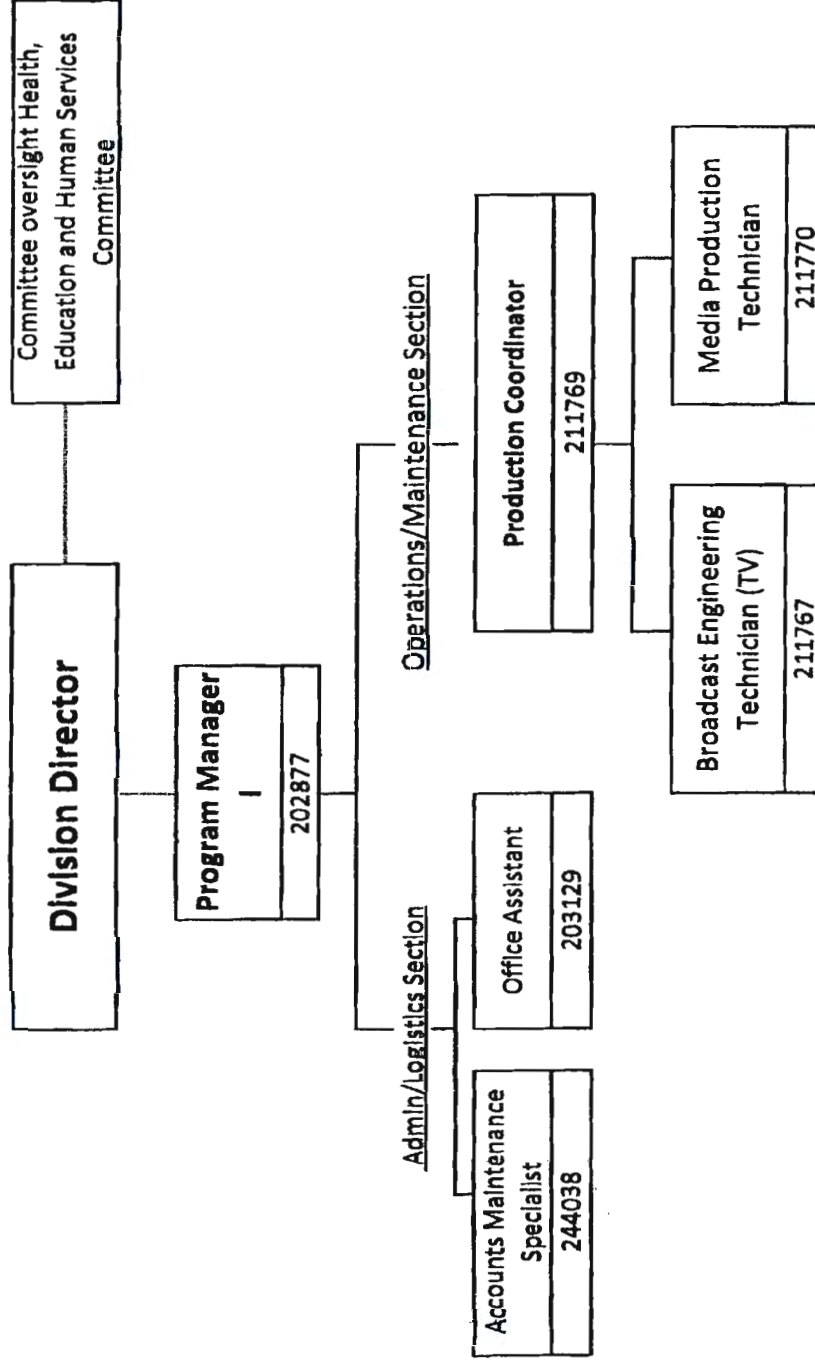
Exhibit A

Executive Review Doc# 008778

Navajo Nation TV and Film

Department # 34

Organizational Chart



EXHIBIT

tabbles

B



NAVAJO NATION DEPARTMENT OF JUSTICE

**DOCUMENT
REVIEW
REQUEST
FORM**



DOJ

2/20/18 @ 4:53p

DATE / TIME

☐ 7 Day Deadline

DOC #:

008778

SAS #:

UNIT:

Hsqw

☐ RESUBMITTAL

*** FOR NNDJ USE ONLY - DO NOT CHANGE OR REVISE FORM. VARIATIONS OF THIS FORM WILL NOT BE ACCEPTED. ***

CLIENT TO COMPLETE

DATE OF REQUEST: 2/19/18 ENTITY/DIVISION: DHR
 CONTACT NAME: Edse / Pete DEPARTMENT: OBS
 PHONE NUMBER: 928-871-7826 E-MAIL: epete@navajo-nsn.gov

TITLE OF DOCUMENT: Proposed Navajo Nation TV & Film Plan of Operation

DOJ SECRETARY TO COMPLETE

DATE/TIME IN UNIT: 2/21/18 @ 9:10 REVIEWING ATTORNEY/ADVOCATE: MB
Roz
 DATE/TIME OUT OF UNIT: 3/2/18 @ 8:58

DOJ ATTORNEY / ADVOCATE COMMENTS

Sufficient with change on p. 5. Please note that the attached
 legislation # 441-17 was vetoed by me President.

REVIEWED BY: (PRINT)	DATE / TIME	SURNAMED BY: (PRINT)	DATE / TIME
Michelle Begay	3/01/18 7:52 PM	Kandis Martinez	3/2/18 8:32 AM

DOJ Secretary Called: Kelsey for Document Pick Up on 3/2/18 at 8:58 By: gn

PICKED UP BY: (PRINT) _____ DATE / TIME: _____

Document No. 008778Date Issued: 09/13/2017**EXECUTIVE OFFICIAL REVIEW**Title of Document: NNTF - Plan of Operation Contact Name: PETE, EDSELProgram/Division: DIVISION OF HUMAN RESOURCESEmail: epete@navajo-nsn.gov Phone Number: (928) 871 - 7826

☐ **Business Site Lease** Sufficient Insufficient

1. Division: _____ Date: _____ ☐ ☐

2. Office of the Controller: _____ Date: _____ ☐ ☐

(only if Procurement Clearance is not issued within 30 days of the initiation of the E.O. review)

3. Office of the Attorney General: _____ Date: _____ ☐ ☐

☐ **Business and Industrial Development Financing, Veteran Loans, (i.e. Loan, Loan Guarantee and Investment) or Delegation of Approving and/or Management Authority of Leasing transactions**

1. Division: _____ Date: _____ ☐ ☐

2. Office of the Attorney General: _____ Date: _____ ☐ ☐

☐ **Fund Management Plan, Expenditure Plans, Carry Over Requests, Budget Modifications**

1. Office of Management and Budget: _____ Date: _____ ☐ ☐

2. Office of the Controller: _____ Date: _____ ☐ ☐

3. Office of the Attorney General: _____ Date: _____ ☐ ☐

☐ **Navajo Housing Authority Request for Release of Funds**

1. NNEPA: _____ Date: _____ ☐ ☐

2. Office of the Attorney General: _____ Date: _____ ☐ ☐

☐ **Lease Purchase Agreements**

1. Office of the Controller: _____ Date: _____ ☐ ☐

(recommendation only)

2. Office of the Attorney General: _____ Date: _____ ☐ ☐

☐ **Grant Applications**

1. Office of Management and Budget: _____ Date: _____ ☐ ☐

2. Office of the Controller: _____ Date: _____ ☐ ☐

3. Office of the Attorney General: _____ Date: _____ ☐ ☐

☒ **Five Management Plan of the Local Governance Act, Delegation of an Approving Authority from a Standing Committee, Local Ordinances (Local Government Units), or Plans of Operation/Division Policies Requiring Committee Approval**

1. Division: _____ Date: 2/20/18 ☒ ☐

2. Office of the Attorney General: _____ Date: 3/2/18 ☒ ☐

☐ **Relinquishment of Navajo Membership**

1. Land Department: _____ Date: _____ ☐ ☐

2. Elections: _____ Date: _____ ☐ ☐

3. Office of the Attorney General: _____ Date: _____ ☐ ☐

Document No. 008778Date Issued: 09/13/2017**EXECUTIVE OFFICIAL REVIEW**Title of Document: NNTF - Plan of Operation Contact Name: PETE, EDSELProgram/Division: DIVISION OF HUMAN RESOURCESEmail: epete@navajo-nsn.gov Phone Number: (928) 871 - 7826☐ **Business Site Lease** Sufficient Insufficient

1. Division: _____	Date: _____	☐	☐
2. Office of the Controller: _____	Date: _____	☐	☐
(only if Procurement Clearance is not issued within 30 days of the initiation of the E.O. review)			
3. Office of the Attorney General: _____	Date: _____	☐	☐

☐ **Business and Industrial Development Financing, Veteran Loans, (i.e. Loan, Loan Guarantee and Investment) or Delegation of Approving and/or Management Authority of Leasing transactions**

1. Division: _____	Date: _____	☐	☐
2. Office of the Attorney General: _____	Date: _____	☐	☐

☐ **Fund Management Plan, Expenditure Plans, Carry Over Requests, Budget Modifications**

1. Office of Management and Budget: _____	Date: _____	☐	☐
2. Office of the Controller: _____	Date: _____	☐	☐
3. Office of the Attorney General: _____	Date: _____	☐	☐

☐ **Navajo Housing Authority Request for Release of Funds**

1. NNEPA: _____	Date: _____	☐	☐
2. Office of the Attorney General: _____	Date: _____	☐	☐

☐ **Lease Purchase Agreements**

1. Office of the Controller: _____	Date: _____	☐	☐
(recommendation only)			
2. Office of the Attorney General: _____	Date: _____	☐	☐

☐ **Grant Applications**

1. Office of Management and Budget: _____	Date: _____	☐	☐
2. Office of the Controller: _____	Date: _____	☐	☐
3. Office of the Attorney General: _____	Date: _____	☐	☐

☒ **Five Management Plan of the Local Governance Act, Delegation of an Approving Authority from a Standing Committee, Local Ordinances (Local Government Units), or Plans of Operation/Division Policies Requiring Committee Approval**

1. Division: _____	Date: <u>2/20/18</u>	☑	☐
2. Office of the Attorney General: _____	Date: <u>3/2/18</u>	☑	☐

☐ **Relinquishment of Navajo Membership**

1. Land Department: _____	Date: _____	☐	☐
2. Elections: _____	Date: _____	☐	☐
3. Office of the Attorney General: _____	Date: _____	☐	☐

☐ **Land Withdrawal or Relinquishment for Commercial Purposes**

Sufficient **Insufficient**

- | | | | | |
|------------------------------------|-------|-------------|--------------------------|--------------------------|
| 1. Division: | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. Office of the Attorney General: | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

☐ **Land Withdrawals for Non-Commercial Purposes, General Land Leases and Resource Leases**

- | | | | | |
|-------------|-------|-------------|--------------------------|--------------------------|
| 1. NLD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. F&W | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. HPD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Minerals | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. NNEPA | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. DNR | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. DOJ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

☐ **Rights of Way**

- | | | | | |
|------------------------------------|-------|-------------|--------------------------|--------------------------|
| 1. NLD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. F&W | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. HPD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Minerals | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. NNEPA | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. Office of the Attorney General: | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. OPVP | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

☐ **Oil and Gas Prospecting Permits, Drilling and Exploration Permits, Mining Permit, Mining Lease**

- | | | | | |
|-------------|-------|-------------|--------------------------|--------------------------|
| 1. Minerals | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. OPVP | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. NLD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

☐ **Assignment of Mineral Lease**

- | | | | | |
|-------------|-------|-------------|--------------------------|--------------------------|
| 1. Minerals | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. DNR | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. DOJ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

☐ **ROW (where there has been no delegation of authority to the Navajo Land Department to grant the Nation's consent to a ROW)**

- | | | | | |
|-------------|-------|-------------|--------------------------|--------------------------|
| 1. NLD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. F&W | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. HPD | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. Minerals | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. NNEPA | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 6. DNR | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 7. DOJ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 8. OPVP | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

☐ **OTHER:**

- | | | | | |
|----------|-------|-------------|--------------------------|--------------------------|
| 1. _____ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 2. _____ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 3. _____ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 4. _____ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |
| 5. _____ | _____ | Date: _____ | <input type="checkbox"/> | <input type="checkbox"/> |

DIVISION OF HUMAN RESOURCES
~~OFFICE OF BROADCAST SERVICES~~
Navajo Nation TV & Film
PLAN OF OPERATION

I. ESTABLISHMENT

There is hereby established the ~~Office of Broadcast Services~~ Navajo Nation TV & Film (NNTVF) within the Division of Human Resources of the Executive Branch of the Navajo Nation Government.

II. PURPOSE OBJECTIVES

~~The purpose of the Office shall be to promote the expansion and strengthening of new and existing mass communications services to the Navajo people. Specifically, the Office will;~~

~~A. Develop and implement operational, financial and staffing plans for the Navajo Television System Network, or any subsequent effort by the Nation in establishing television broadcasting services;~~

A. The objectives of the Navajo Nation TV and Film (NNTVF) shall be to:

1. To provide television, film, and media production services on Navajo Nation;
2. To provide television, film and media workshops and opportunities to promote career initiatives and training;
3. When applicable recommend Policies regarding media to the Navajo Nation Council's respective committees;
4. To advocate, coordinate and provide technical assistance in television, film, and media relations; this may include but not limited to location scouting, casting calls coordination;
5. To safeguard historic media pertaining to Indigenous culture & traditions by proper archival management;

6. To maintain the integrity of cultural accuracy and authenticity when reviewing production scripts (shall be provided for review and approval) or other materials relating to the production;
 7. To seek expansion and improvement opportunities in television, filming and media production;
 8. Maintain security and accountability of property of the program;
 9. Advocate for the equitable partnership and investment in the television, film and media industry; this may include co-production and promote the use of Navajo Nation Program and Services;
 10. Create and implement a Navajo Nation Productions (Television and Film production).
- ~~B. Produce public information and other media announcements for distribution to area media outlets;~~
- ~~C. Develop and implement fee schedules and grant permits and other licenses to individuals and organizations engaged within the Nation in the commercial filming or other activities connected with photography and cinematography matters involving the use of the Nation's resources; however nothing within this Plan of Operations shall be construed to limit amateur photography or cinematography or other means by journalists and other members of the press for use in published new accounts pertaining to the Nation;~~
- ~~D. Where requested and appropriate, review material slated for release or production for cultural accuracy.~~

III. STAFFING AND ORGANIZATION

~~A. There is hereby established the position of Program Manager of the Office of Broadcast Services and such other professional support staff positions as may be approved by the Navajo Nation and budgeted by the Navajo Nation Council. The Program Manager shall have the authority to hire professional and support staff pursuant to the Navajo Nation personnel compensation, benefits, and grievance policies and procedures.~~

~~B. The Office of Broadcast Services shall be administratively aligned with the Department of Public Services within the Division of Human Resources (Organizational Chart attached).~~

~~The Office of Broadcast Services shall have two (2) units as described below:~~

- ~~1. Navajo Radio Network~~
- ~~2. Navajo Television System Network~~

A. Staffing

1. The NNTVF Program Manager I shall have responsibility to supervise the overall function of the program including fiscal management, personnel, property, internal policies, etc., and on a case by case basis may delegate authority;
2. The NNTVF Program Manager I under the general direction and guidance of the Division Director of the Division of Human Resources;
3. The Program Manager shall be authorized or recommend other professional, technical, specialized and clerical positions as needed to carry out the duties and responsibilities stated herein; additional positions shall be acquired in accordance with applicable personnel policies and procedures and applicable budget rules established for conducting the annual Navajo Nation budget process.

4. All personnel shall be selected, employed, supervised and terminated pursuant to and in accordance with the Navajo Nation Personnel Policy Manual and other applicable laws and regulations;

B. Organization

1. The organizational chart for the NNTVF is attached as "Exhibit A" herein.

IV – RESPONSIBILITY AND AUTHORITY

~~A. The Program Manager shall have general authority necessary and proper to carry out the purposes set forth in Section II of this Plan of Operation. Specific authority shall include the power to:~~

- ~~1. Conduct operation in accordance with laws, rules and regulations of the Navajo Nation regarding telecommunications and broadcasting by radio and television;~~
- ~~2. Take all appropriate actions, in accordance with the laws, rules and regulations of the Navajo Nation, to develop the Navajo Television System Network, including the solicitation of funds, the production of programming material, the purchase and installation of equipment and the securing of land use permits;~~
- ~~3. Prepare and present periodic accounting and operational reports to appropriate parties;~~
- ~~4. Record events and other presentations, or produce audio tape of public services and other media announcements for distribution to the public and area media outlets;~~
- ~~5. Regulate the commercial filming or other activities connected with photography and cinematography matters involving the use of the Nation's resources; except for areas within the boundaries of tribal parks;~~
- ~~6. Review scripts and other materials for cultural accuracy and relevancy;~~

- ~~7. Complete such other assignments, or take such other actions as is necessary to protect the property and assets of the Navajo Nation.~~

~~B. Financial~~

- ~~1. In accordance with the laws, rules and regulations of the Navajo Nation, all funds collected by the Office shall be deposited with the Navajo Nation into a revolving or general fund account, as is appropriate.~~
- ~~2. All disbursements of the office funds shall be made by check drawn on the account of the Navajo Nation.~~
1. Implement and/or upgrade television and film infrastructure in accordance with applicable laws, rules and regulations;
 2. To promote the use of modern technological trends and shift the program to a revenue-producing platform in its media production;
 3. Develop and administer standardized authorization protocols for film/television permit and business transactions on the Navajo Nation;
 4. Create and implement a common marketable media production platform for revenue generating;
 5. Build a positive working environment to enhance production and a healthy work environment that is essential to the NNTVF and clients; while developing trust, respect and open communication;
 6. Serve as a media liaison to seek, identify and negotiate additional state, federal and tribal sources to provide the maximum return for Navajo Nation general funds and private matching funds.

V. LEGISLATIVE OVERSIGHT

- A. Legislative oversight for the operations of the NNTVF shall be provided by the Health, Education and Human Services Committee of the Navajo Nation Council

VI. AMENDMENTS

A. This Plan of Operations may be amended periodically ~~by the Government Services Naabik'iyati' Committee of the Navajo Nation Council with the recommendations of the Human Services Health, Education and Human Services Committee of the Navajo Nation Council.~~

Division of Human Resources

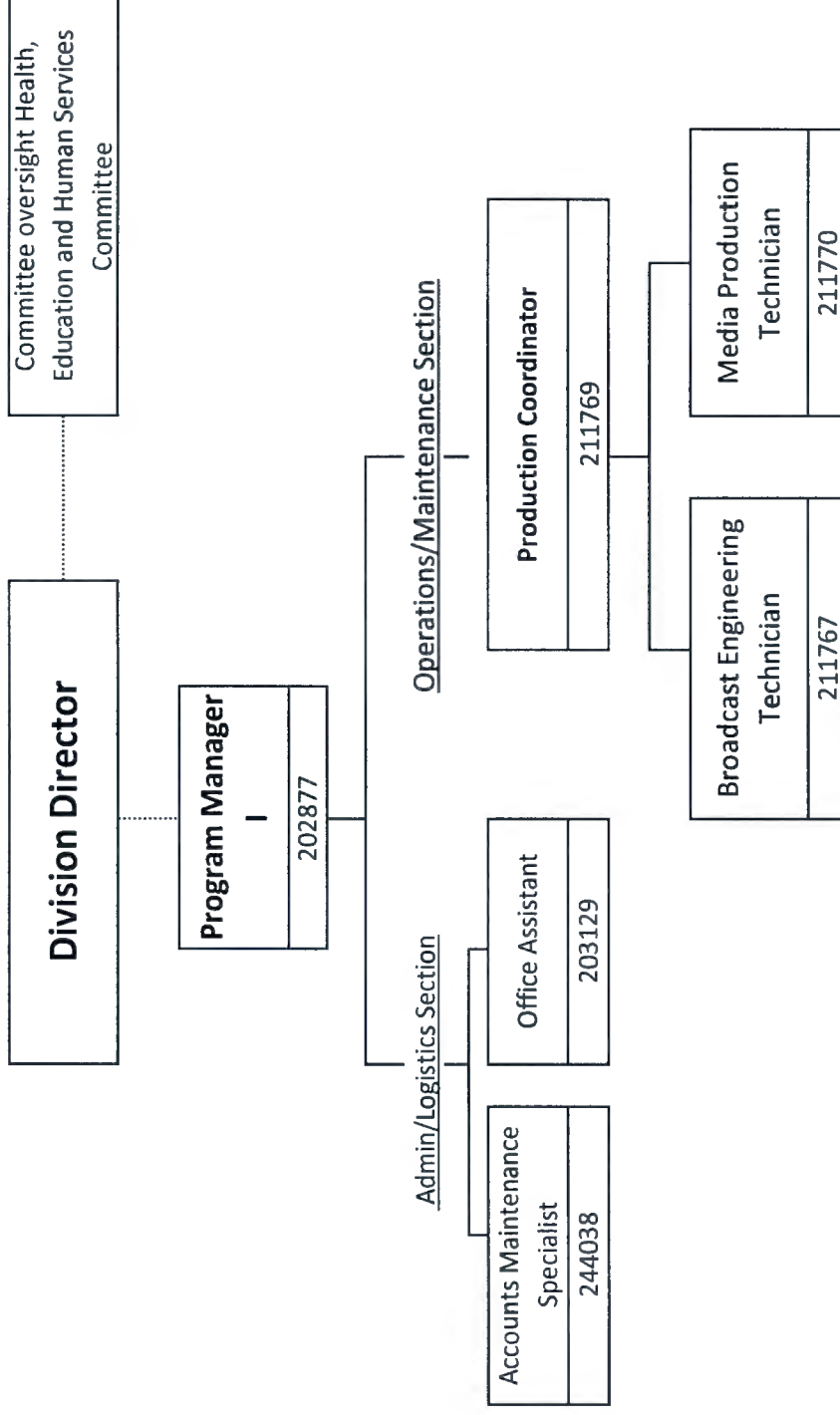
Exhibit A

Executive Review Doc# 008778

Navajo Nation TV and Film

Department # 34

FY 2018 Organizational Chart



RESOLUTION OF THE
HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE
OF THE NAVAJO NATION COUNCIL

22ND NAVAJO NATION COUNCIL - Fourth Year, 2014

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE; APPROVING
AMENDMENTS TO THE PLAN OF OPERATION FOR THE OFFICE OF BROADCAST SERVICES

BE IT ENACTED:

SECTION 1. FINDINGS

- A. The Health, Education and Human Services Committee is empowered to serve as the oversight committee for the Division of Human Resources. 2 N.N.C. § 401(C)(1).
- B. The Office of Broadcast Services is located within the Division of Human Resources
- C. Condition of Appropriation No. 4 in the FY 2014 Amended Budget Resolution CMA-14-14 provides:

The Office of Broadcast Services (BU#11403), and the Parks and Recreation Department (BU#115016) shall update their current Plans of Operation to specify which department will administer the Film permitting process and funds for the Navajo Nation. If the Condition of Appropriation is notify fully met by the end of the 3rd quarter, the Director(s) for the above mentioned Office(s) and/or Department(s)...

- D. The amended Plan of Operation for the Office of Broadcast Services is attached as Exhibit "A".

SECTION 2. APPROVING AMENDMENTS TO THE PLAN OF OPERATION FOR THE OFFICE
OF BROADCAST SERVICES

The Navajo Nation hereby approves the amended Plan of Operation for the Office of Broadcast Services attached as Exhibit "A".

DIVISION OF HUMAN RESOURCES
OFFICE OF BROADCAST SERVICES
PLAN OF OPERATIONS

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The purpose of the Office shall be to promote the expansion and strengthening of new and existing mass communications services to the Navajo people. Specifically, the Office will;

- A. Develop and implement operational, financial and staffing plans for the Navajo Television ~~System~~ Network, or any subsequent effort by the Nation in establishing television broadcasting services;
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- A. There is hereby established the position of Program Manager of the Office of Broadcast Services and such other professional support staff positions as may be approved by the Navajo Nation and budgeted by the Navajo Nation Council. The Program Manager shall have the authority to hire professional and support staff pursuant to the Navajo Nation personnel compensation, benefits, and grievance policies and procedures.
- B. The Office of Broadcast Services shall be administratively aligned with ~~Department of Public Services~~ within the Division of Human Resources (Organizational Chart attached). The Office of Broadcast Services shall have two (2) units as described below:

1. Navajo Radio Network

Navajo Television ~~System~~ Network

IV. RESPONSIBILITY AND AUTHORITY

- A. The Program Manager shall have general authority necessary and proper to carry out the purposes set forth in Section II of this Plan of Operation. Specific authority shall include the power to:
1. Conduct operation in accordance with laws, rules and regulations of the Navajo Nation regarding telecommunications and broadcasting by radio and television;
 2. Take all appropriate actions, in accordance with the laws, rules and regulations of the Navajo Nation, to develop the Navajo Television ~~System~~ Network, including the solicitation of funds, the production of programming

material, the purchase and installation of equipment and the securing of land use permits;

3. Prepare and present periodic accounting and operational reports to appropriate parties;
4. Record events and other presentations, or produce audio tape of public services and other media announcements for distribution to the public and area media outlets;
5. Regulate the commercial filming or other activities connected with photography and cinematography matters involving the use of the Nation's resources; except for areas within the boundaries of tribal parks;
6. Review scripts and other materials for cultural accuracy and relevancy;
7. Complete such other assignments, or take such other actions as is necessary to protect the property and assets of the Navajo Nation.

B. Financial

1. In accordance with the laws, rules and regulations of the Navajo Nation, all funds collected by the Office shall be deposited with the Navajo Nation into a revolving or general fund account, as is appropriate.
2. All disbursements of the office funds shall be made by check drawn on the account of the Navajo Nation.

V. LEGISLATIVE OVERSIGHT

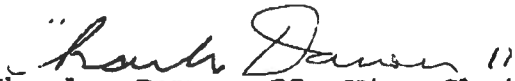
- A. Legislative oversight for the operations of the Office of Broadcast Services shall be provided by the Health, Education and Human Services Committee of the Navajo Nation Council.

VI. AMENDMENTS

- A. This Plan of Operations may be amended with the approval of the ~~by the Government Services Naabik'iyati' Committee of the Navajo Nation Council with the recommendations of the Human Services~~ Health, Education and Human Services Committee of the Navajo Nation Council.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Health, Education and Human Services Committee of the Navajo Nation Council at a duly called meeting held at Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 3 in favor, 0 opposed, this 27th day of August, 2014.


Charles Damon, II, Vice Chairperson
Health, Education and Human Services Committee

Motion: Walter Phelps

Second: Dwight Witherspoon

ORIGINAL

DIVISION OF HUMAN RESOURCES

Office of Broadcast Services/NNTV-5

Organizational Chart

FY'2014

