

RESOLUTION OF THE  
NAABIK'ÍYÁTI' STANDING COMMITTEE  
24<sup>th</sup> NAVAJO NATION COUNCIL -- Third Year, 2021

AN ACTION RELATING TO NAABIK'ÍYÁTI' COMMITTEE; CONFIRMING THE APPOINTMENT OF MS. TAMMY YAZZIE, TO SERVE ON THE NAVAJO HOUSING AUTHORITY BOARD OF COMMISSIONERS AS A TENANT AND HOMEBUYER REPRESENTATIVE FOR A TERM OF FOUR YEARS

SECTION ONE. AUTHORITY

- A. Pursuant to 6 N.N.C. § 606(A), [t]he Board Members shall be appointed, and may be reappointed, by the Nominations Committee composed of the Navajo Nation President, Speaker of the Navajo Nation Council, Resources and Development Committee designee, and confirmed by the Naabik'íyáti' Committee of the Navajo Nation Council.
- B. Pursuant to 6 N.N.C. § 606(A), A resolution of the Naabik'íyáti' Committee of the Navajo Nation Council as to the appointment or reappointment of any Commissioner shall be conclusive evidence of the due and proper appointment of the Commissioner.

SECTION TWO. FINDINGS

- A. Pursuant to 6 N.N.C. § 602(A), the Navajo Nation established a public body of the Navajo Nation known as the Navajo Housing Authority (Authority) to: remedy unsafe and unsanitary housing conditions that are injurious to the public health, safety and morals; alleviate the acute shortage of decent, safe, and sanitary dwellings for persons of low income; provide employment opportunities through the construction, reconstruction, improvement, extension, alteration or repair operation of low income dwellings; and promote economic growth and development activities within and near the Navajo Nation.
- B. Pursuant to 6 N.N.C. § 605, the affairs of the Authority shall be managed by a Board of Commissioners composed of five (5) persons.
- C. The Nominations Committee has appointed Ms. Tammy Yazzie to the Board of Commissioners as the Tenant-Homebuyer Representative. The Nominations Committee memorandum is attached as Exhibit A.


- D. Pursuant to 6 N.N.C. § 606(B), a majority of the Commissioners shall be a member of the Navajo Nation. Ms. Tammy Yazzie's Navajo Nation Certificate of Indian Blood is attached as **Exhibit B**.
- E. Pursuant to 6 N.N.C. § 606(B), two Commissioners shall represent the tenants and homebuyers participating in programs administered by the Navajo Housing Authority. Ms. Tammy Yazzie's Letter of Interest, attached as **Exhibit C**, states that she is a tenant in a program administered by the Navajo Housing Authority.
- F. Pursuant to 6 N.N.C. § 606(B), all Commissioners at a minimum, shall have post-high school education and employment experience in at least one (1) of the areas of business operations, architecture, construction management, finance, accounting, investing, or in other specialized areas of construction or business that correspond to the activities or anticipated activities of the Authority, and at least three (3) years of management or leadership experience in business or a local unit of government.
- G. Ms. Tammy Yazzie's resumé is attached as **Exhibit D** and Ms. Yazzie's resumé states her work experience and her educational background including that she has a Master's in Public Administration from Grand Canyon University.

### SECTION THREE. CONFIRMATION

Pursuant to 6 N.N.C. 606(B) and 6 N.N.C. § 607, the Naabik'íyáti' Committee hereby confirms the appointment of Ms. Tammy Yazzie to serve on the Navajo Housing Authority Board of Commissioners for a term of four (4) years.

**CERTIFICATION**

I, hereby certify that the foregoing resolution was duly considered by the Naabik'íyáti' Committee of the 24<sup>th</sup> Navajo Nation Council at a duly called meeting in Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 18 in Favor, and 00 Opposed, on this 12<sup>th</sup> day of August 2021.

  
Honorable Seth Damon, Chairman  
Naabik'íyáti' Committee  
Aug 17, 2021  
Date

Motion: Honorable Eugenia Charles-Newton

Second: Honorable Otto Tso

Chairman Seth Damon not voting

# THE NAVAJO NATION



JONATHAN NEZ | PRESIDENT MYRON LIZER | VICE PRESIDENT

June 15, 2021

Tammy Yazzie  
Post Office Box  
Sheep Springs, New Mexico 87364

Dear Ms. Yazzie:

The Nomination Committee is pleased to inform you that you have been selected and are being appointed to fill the position of the "tenant/homebuyer" representative on the Navajo Housing Authority Board of Commissioners. This appointment is to be approved by the Resources and Development Committee oversight with final confirmation by the Naa'bik'iyáti' Committee of the Navajo Nation Council.

The experience you noted in your Letter of Interest as being a current 'public rental tenant' for a number of years, and suggesting a transition into homeownership status, is a common theme for many occupants in the public housing sector. These valuable experiences and inside knowledge as a tenant will provide additional support to the Navajo Housing Authority Board of Commissioners.

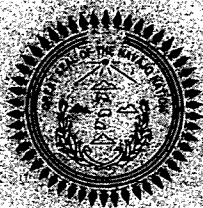
Legislation confirming your appointment will be considered by the Resources and Development Committee and final approval by the Naa'bik'iyáti' Committee.

Respectfully,

Jonathan Nez, Navajo Nation President  
NHA Board of Commissioners Nominations Committee Member

Seth Damon, Navajo Nation Council Speaker  
NHA Board of Commissioners Nominations Committee Member

Rick Nez, Resources and Development Committee Chair  
NHA Board of Commissioners Nominations Committee Member



## THE NAVAJO NATION

RUSSELL BEGAYE  
PRESIDENT

JONATHAN NEZ  
VICE PRESIDENT

UNACCEPTABLE IF ALTERED

### CERTIFICATE OF NAVAJO INDIAN BLOOD

PART A (To be used if applicant is enrolled)

FORT DEFIANCE

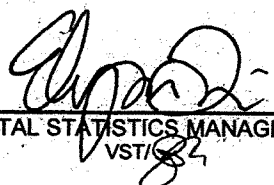
AGENCY

JANUARY 03, 2019

DATE

I certify that TAMMY ETHEL YAZZIE is listed on the Navajo Indian Census Roll, dated  
January 01, 1940, Which is an official record of this office as being of 4/4 Degree Navajo  
Indian blood, with Roll Number, \_\_\_\_\_, Date of birth \_\_\_\_\_

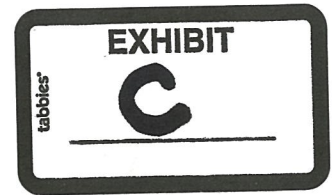
RECORDED: APRIL 12, 1973.

  
VITAL STATISTICS MANAGER  
VST/84

THE INFORMATION CONTAINED ON THIS DOCUMENT,  
HAS BEEN TAKEN FROM THE OFFICIAL TRIBAL ROLL OF THE NAVAJO NATION.

VITAL RECORDS & TRIBAL ENROLLMENT PROGRAM  
THE NAVAJO NATION ♦ PO BOX 3240 ♦ WINDOW ROCK, ARIZONA 86515





March 14, 2021

To Whom It May Concern:

I am submitting this letter of interest to be considered for a Board Member position with the Navajo Housing Authority (NHA). I am also attaching my resume for review. I am currently a public rental tenant with NHA since 2012 under the Tohatchi NHA Management office residing in Naschitti, New Mexico. I also hold a full-time position with a non-profit organization and a student with Grand Canyon University.

As a tenant, I believe my input and recommendations could help shape some change within NHA. There is always room for change, and I feel is important to garner those change through the perspectives of the consumer since we can comprehend what would be feasible and what would not be feasible as occupants of NHA. Since becoming a tenant, I have seen minor improvements to our home. My daughter and I currently occupy a rental unit and there are currently no policies for families like ours to transfer our rental to a home ownership program which would seem feasible considering the number of years we put in as rental tenants. These are the types of changes I would support among other recommendations.

I trust my years being an NHA tenant and my education will be beneficial to the NHA Board and hopefully if considered will lead to making a positive impact. Your consideration is appreciated. If you have any questions, please contact me at [redacted] or at [redacted]. Thank you for your time.

Sincerely,

A handwritten signature in blue ink, appearing to read "Tammy Yazzie".

Tammy Yazzie



## TAMMY YAZZIE

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### Professional Summary

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Highly motivated professional who is able to handle a high volume of tasks in a fast-paced environment with minimum supervision along with strong verbal, written and listening skills. In addition, comfortable interacting with all levels within an organization and the public and adaptable to multitasking and committed to quality and excellence. Understands and speaks the Navajo language.

### Education

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High School Diploma: 1991 – Tohatchi High School, Tohatchi, NM

University of Arizona 2006 – Certificate in Public Health

University of Washington 2013 – Public Health Management Certificate

Northern Arizona University 2013 – Bachelors in Public Administration

Grand Canyon University 2019 – Master's in Public Administration

Grand Canyon University (current) – Doctor of Education in Organizational Leadership

### Skills

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- |   |                     |
|---|---------------------|
| • FMIS and 6b Trained/Certified                               | • Computer literate |
| • Knowledge of Navajo Nation Procurement and Financial System | • Self-motivated    |
| • Fast learner  | • Organized         |
| • Multi-tasker  | • Good listener     |
| • Strong believer in team work                                | • Positive Attitude |
|   | • Compassionate     |

### Work History

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**Administrative Director, 11/2020 to present**

**Community Outreach and Patient Empowerment – Gallup, NM**

- Review and approve Invoices
- Review and approve reimbursements
- Review and approve agreements/contracts
- Sign off on credit card expense reports
- Onboarding New Employees and process new employees through HR system (TriNet)
- Sign off on checks for vendors
- Review and approve payroll

- Assess applicants for qualification; set up interviews accordingly
- Review and update policies
- Review and develop budgets
- Supervise Administrative personnel
- Assist with grant writing
- Enroll personnel with benefits and keep in touch with providers
- Review disciplinary actions
- Assist with communication and development plans

**Senior Programs and Projects Specialist, 10/2013 to 11/2020**

**Navajo Nation Division of Behavioral and Mental Health Services – Window Rock, AZ**

- Responsible for all reporting; Quarterly, Monthly and Annually to the Office of President and Vice-President and Indian Health Service
- Analyzed data and provide feedback to leadership
- Develop issue papers related to behavioral and mental health issues
- Develop and or revise new policies as needed
- Develop Strategic Plan according to Strengths, Weaknesses, Threats, and Opportunities analysis
- Assist with budget preparation; external funding about 11 million annually
- Maintain Form II of budget forms on meeting quarterly goals and objectives
- Attend local and national meetings on behalf of the program
- Assist with facilitating monthly meetings with clinical directors, section leads and administrative staff
- Assist Health Services Administrator with oversight of the program; attend meeting, facilitate meetings,
- Provide technical assistance to Behavioral Health Directors, Clinical Leads and Section Leads (Human Resource, Management Information System, Finance, Billing and Property)
- Conduct quality assurance of client files to ensure compliance and for audit purposes quarterly
- Coordinate trainings for staff based on licensure and certification needs
- Coordinate with local and national resources for program benefit
- Develop scope of work and ensure compliance of meeting goals and objectives
- Review and assist with grant proposals
- Work with auditors during audit period and provide necessary program documentation; serve as the point of contact/liaison
- Offer recommendations on program improvement
- Create Action Plans for assigned projects and follow-through; projects related to operational goals and objectives
- Lead on assessing Outpatient and Residential Treatment Centers on the level of co-occurring services; provide reports and outcomes of the assessment
- Provide Navajo Nation Council oversight committee reports when requested
- Develop talking points for Executive Director or Navajo Nation President's Office on behavioral and mental health issues
- Provide orientation on program services with other resources

**Administrative Assistant, 05/2002 to 10/2014**

**Community Health Representative – Window Rock, AZ**



- Compiled all reports for the, Navajo Division of Health Executive Office, Office of the President and Vice-President and Indian Health Services on an monthly, quarterly and annual basis
- Analyzed data and provided reports to leadership
- Assisted director with program planning and evaluation
- Attended meetings with tribal resources, state, county and federal officials
- Assisted with budget formulation in accordance to Navajo Nation Budget process; ensured accuracy of funding for personnel and operational cost
- Assisted with program reviews at all eight CHR Service Units; ensured sites were meeting program goals and objectives
- Initiated memorandums and correspondences for internal use and to resources
- Trained on the program's Patient Care Component (PCC) forms; ensured staff knew how to enter PCC documentation and coding was done correctly
- Revised programmatic forms to meet current operations
- Provided technical assistance to Community Health Worker Supervisors, Coordinators and Central Office personnel
- Revised Employee Annual Performance Reviews for employees according to scope of work
- Planned and organized program annual meetings at the local and national level
- Processed contractual agreements through internal 164 review process
- Established Memorandum of Agreements with local resources
- Worked with local college on obtaining Public Health certification for staff
- Assisted with legislation for Community Health Work certification at the State level
- Completed status reports for Navajo Nation Council oversight committee on program operations

#### **Community Health Worker Supervisor (Acting Status), 10/2012 to 05/2014**

##### **Community Health Representative – Gallup, NM**

- Supervised a total of 17 Community Health Workers
- Compiled monthly, quarterly and yearly reports; compiled data and submitted accordingly
- Reviewed all staff reports and Patient Care Component (PCC) documentation for accuracy; met with staff to review reports and address concerns
- Conducted site reviews of 17 Community Health Workers to ensure compliance
- Met with staff on a monthly basis to provide updates and training
- Conducted staff's performance evaluations according to the scope of work; reviewed areas of strengths and weaknesses as well as future expectations
- Ensured all staff credentialing was maintain in accordance to job description
- Worked with local Chapters on collaboration efforts and improvement
- Established meetings with local resources for program improvement
- Worked closely with Indian Health Services – Public Health Nursing Program; held monthly meetings and ensured collaboration between PHN and CHW for client services
- Followed the Navajo Nation Personnel Policies Manual and initiated disciplinary action when needed
- Reviewed and approved all leave requests, timesheets, mileage reports, training requests, office and medical supplies
- Held team building trainings and activities for staff

#### **Office Specialist, 05/1997 – 10/2002**

##### **Community Health Representative Program – Fort Defiance Service Unit – Fort Defiance, AZ**

- Answered all incoming calls and handled accordingly
- Established and managed phone log
- Provided assistance to staff when needed
- Completed and maintained bi-weekly timesheet and leave requests; ensured all time was documented based on timecards
- Logged in all mail and distributed accordingly and maintained log of reports from staff
- Filed all correspondence, high risk client listing, elderly listing, CHR PCC documents, timesheets, mileage reports, and supply orders
- Maintained office operations, organized and cleanliness
- Took meeting minutes, typed, filed and distributed
- Compiled monthly reports and submitted accordingly
- Typed memorandums and correspondences for leadership
- Ordered office and medical supplies using internal expenditure procedures
- Created and revised new forms for program usage
- Updated elderly and high risk listings for CHWs
- Logged in referrals and issued accordingly
- Attended meetings on behalf of leadership

#### **Office Aid, 05/1995 to 10/1997**

##### **Davidson's Upholstery Supply Center – Albuquerque, NM**

- Answered all incoming phone calls and handled accordingly
- Completed work orders and invoicing of fabric and upholstery orders and ensured shipment of those orders
- Filed all invoices
- Worked closely with Accountant to ensure invoices were issued and payment received; issued notices if payment was not received
- Conducted inventory of fabric and upholstery items; ordered when supply was low, searched for vendors for quality and cost
- Assisted customers on the floor with orders and showcased fabrics that were available

Reference Provided Upon Request

# NAVAJO NATION

1033

8/12/2021

Naa'bik'iyati' Committee Regular Meeting

11:20:53 AM

Amd# to Amd#	Consent Agenda: Legislations	PASSED
MOT Charles-Newton	0117-21; 0118-21; 0121-21;	
SEC Tso, O	0122-21 and 0107-21	

**Yeas : 18**

**Nays : 0**

**Excused : 3**

**Not Voting : 2**

## **Yea : 18**

Begay, K	Daniels	Smith	Tso, O
Begay, P	Freeland, M	Tso, C	Wauneka, E
Brown	Henio, J	Tso, D	Yazzie
Charles-Newton	Nez, R	Tso, E	Yellowhair
Crotty	Slater, C		

## **Nay : 0**

## **Excused : 3**

Walker, T	Stewart, W	Halona, P
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## **Not Voting : 2**

James, V	Begay, E
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**Presiding Speaker: Damon**