



## 24<sup>th</sup> NAVAJO NATION COUNCIL LEGISLATION SPONSORSHIP WITHDRAWAL

I, PERNELL HALONA, Primary  
Sponsor of proposed legislation hereby withdraw my  
sponsorship of the proposed legislation. The legislation  
tracking number is 0077-21.

If there are any co-sponsors, they may re-sponsor the same  
bill by beginning a new legislation.

SPONSOR SIGNATURE:

A handwritten signature in dark ink, appearing to read "Pernell Halona", written over a horizontal line.

DATE:

A handwritten date "5/14/21" in dark ink, written over a horizontal line.

## LEGISLATIVE SUMMARY SHEET

Tracking No. **0077-21**

**DATE:** April 16, 2021

**TITLE OF RESOLUTION:** AN ACTION RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES; AMENDING THE NAVAJO NATION DIVISION OF SOCIAL SERVICES' PLANS OF OPERATION FOR THE NAVAJO OFFICE OF THE EXECUTIVE DIRECTOR AND THE NAVAJO DEPARTMENT OF SELF RELIANCE; APPROVING THE PLAN OF OPERATION FOR NAVAJO FAMILY ASSISTANCE SERVICES PROGRAM; AND RESCINDING RESOLUTION HEHSCS-26-16, THE PLAN OF OPERATION FOR NAVAJO SCHOOL CLOTHING PROGRAM

**PURPOSE:** This resolution, if adopted, would amend the Navajo Nation Division of Social Services' Plans of Operation for the Navajo Office of the Executive Director and the Navajo Department of Self Reliance. The resolution would also approve the Plan of Operation for Navajo Family Assistance Services Program and rescind resolution HEHSCS-26-16, the Plan of Operation for the Navajo School Clothing Program.

This written summary does not address recommended amendments as may be provided by the standing committees. The Office of Legislative Counsel requests each Council Delegate to review each proposed resolution in detail.

18 RELEASEApril 21, 2021 4:04 PMApril 26, 2021April 27, 2021

PROPOSED STANDING COMMITTEE RESOLUTION  
24th NAVAJO NATION COUNCIL - Third Year, 2021

INTRODUCED BY



(Prime Sponsor)

TRACKING NO.

**0077-21**

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES; AMENDING THE NAVAJO NATION DIVISION OF SOCIAL SERVICES' PLANS OF OPERATION FOR THE NAVAJO OFFICE OF THE EXECUTIVE DIRECTOR AND THE NAVAJO DEPARTMENT OF SELF RELIANCE; APPROVING THE PLAN OF OPERATION FOR NAVAJO FAMILY ASSISTANCE SERVICES PROGRAM; AND RESCINDING RESOLUTION HEHSCS-26-16, THE PLAN OF OPERATION FOR NAVAJO SCHOOL CLOTHING PROGRAM

BE IT ENACTED:

**SECTION ONE. AUTHORITIES**

- A. The Health, Education and Human Services Committee is a standing committee of the Navajo Nation Council. 2 N.N.C. § 600 (A).
- B. The Health, Education and Human Services Committee has oversight over the Division of Social Services and its programs. 2 N.N.C. § 601(C)(1).
- C. The Health, Education and Human Services Committee pursuant to 2 N.N.C. § 601(B)(4) is authorized to approve and amend plans of operation for programs over which it exercises oversight authority.

1  
2 **SECTION TWO. FINDINGS**

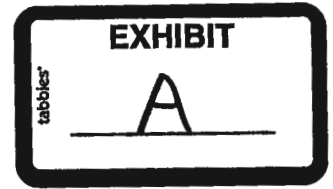
- 3 A. The Navajo Nation Division of Social Services is established as a Division under the  
4 Executive Branch of the Navajo Nation Government. See 2 N.N.C. § 1601.  
5 B. Within the Division of Social Services, Plans of Operation for the Office of the  
6 Executive Director and the Navajo Department of Self Reliance must be amended. The  
7 necessary proposed amendments are attached hereto as **Exhibits A and B**, respectively.  
8 C. Further, a Plan of Operation for the Navajo Family Assistance Services Program is  
9 recommended and attached as **Exhibit C**. And, resolution HEHSCS-26-16, the Plan  
10 of Operation for the Navajo School Clothing Program (attached as **Exhibit D**), is  
11 recommended for rescission.  
12 D. Recommendations for the amendments and approval of a new Plan of Operation  
13 provided herein have been reviewed by the Division of Social Services and the Navajo  
14 Nation Department of Justice, and they are deemed sufficient. See **Exhibit E**.

15  
16 **SECTION THREE. APPROVING AMENDMENTS TO PLANS OF OPERATION**  
17 **FOR THE OFFICE OF THE EXECUTIVE DIRECTOR AND NAVAJO**  
18 **DEPARTMENT OF SELF RELIANCE, NAVAJO NATION DIVISION OF**  
19 **SOCIAL SERVICES**

- 20 A. The Navajo Nation approves amendments to the Plan of Operation for the Office of the  
21 Executive Director as provided in **Exhibits A** (attached hereto).  
22 B. The Navajo Nation approves the Plan of Operation for the Navajo Department of Self  
23 Reliance, Navajo Nation Division of Social Services as provided in **Exhibit B** (attached  
24 hereto).

25  
26 **SECTION FOUR. APPROVING THE PLAN OF OPERATION FOR NAVAJO**  
27 **FAMILY ASSISTANCE SERVICES PROGRAM; AND RESCINDING**  
28 **RESOLUTION HEHSCS-26-16, THE PLAN OF OPERATION FOR NAVAJO**  
29 **SCHOOL CLOTHING PROGRAM**

1       The Navajo Nation hereby approves the Plan of Operation for the Navajo Family  
2 Assistance Services Program, attached as **Exhibit C**. Further, the Navajo Nation rescinds  
3 resolution HEHSCS-26-16, the Plan of Operation for Navajo School Clothing Program,  
4 attached as **Exhibit D**.



**NAVAJO DIVISION OF SOCIAL SERVICES**  
**Office of the Executive Director**  
**Plan of Operation**

**I. ESTABLISHMENT**

There is hereby established an Office of the Executive Director within the Navajo Division of Social Services of the Executive Branch of the Navajo Nation.

**II. PURPOSE**

- A. The purpose of an Office of the Executive Director is to ensure essential, high quality, comprehensive, and culturally relevant human services and social services are accessible and provided on and near the Navajo Nation, where mandated by applicable laws, statutes and regulations.

**III. STAFFING AND ORGANIZATION**

A. Staffing

1. The Navajo Division of Social Services shall be administered by an Executive Director, pursuant to 2 N.N.C. §1653, who shall be appointed by the President of the Navajo Nation and recommended by the Health, Education and Human Services Committee of the Navajo Nation Council as required by 2 N.N.C. §1005 (C) (3), with confirmation by the Navajo Nation Council, pursuant to 2 N.N.C. §102 (F), and shall serve at the pleasure of the President of the Navajo Nation.
2. The Executive Director shall employ a Deputy Director and shall employ professional, technical, and administrative support personnel as may be deemed necessary to carry out the purposes of the Navajo Division of Social Services and as funds are available. All other personnel shall be employed and compensated in accordance with the Navajo Nation Personnel Policies Manual and other applicable Navajo Nation laws, policies and agreements.
3. The Deputy Director of the Navajo Division of Social Services and Managers for the Navajo Department of Child Care and Development, Navajo Department of Family Services, Navajo Department for Self Reliance, Navajo Developmental Disabilities Program, Navajo Indian Child Welfare Act Program~~Children and Family Services~~, and Navajo Treatment Center for Children and Their Families, and Navajo Family Assistance Services Program shall report to the Executive Director.

4. The Deputy Director of the Navajo Division of Social Services shall be delegated in the absence of the Executive Director.
5. The supervisors of the Navajo Division of Social Services technical support service sections, including the Information Technology, Policy, Administrative Support, Financial Management, ~~and Human Resources,~~ and Communication shall report to the Deputy Director of the Navajo Division of Social Services.

#### B. Organization

The Navajo Division of Social Services shall consist of an Office of the Executive Director, three (3) Departments and ~~three (3)~~ four (4) Programs to execute the purpose, goals, objectives, authorities, duties, and responsibilities of the Navajo Division of Social Services. The Office of the Executive Director, Departments and Programs may consist of sections and offices to accomplish the respective Departments and Programs' purposes. The Office of the Executive Director, three (3) Departments, and ~~three (3)~~ four (4) Programs are as follows:

1. The Office of the Executive Director, including administrative and technical support;
2. Navajo Department of Child Care and Development;
3. Navajo Department of Family Services;
4. Navajo Department for Self Reliance;
5. Navajo Developmental Disabilities Program;
6. Navajo Indian Child Welfare Act Program~~Children and Family Services; and~~
7. Navajo Treatment Center for Children and Their Families; and
8. Navajo Family Assistance Services Program

The Organizational Chart of the Navajo Division of Social Services' Office of the Executive Director is attached as Attachment 1.

### IV. RESPONSIBILITY AND AUTHORITY

#### A. Executive Director:

The Executive Director shall have the authority for the overall Division's operational planning and direction. The Executive Director shall have the following duties and responsibilities:

1. Report and be responsible to the Office of the President and Vice-President of the Navajo Nation;



2. Provide effective and efficient overall management and financial direction to the Navajo Division of Social Services' departments, programs, center, sections and offices within the policies and procedures of the Navajo Nation;
3. Report to the Health, Education and Human Services Committee of the Navajo Nation Council.
4. Execute the powers and authority of the Navajo Division of Social Services, pursuant to 2 N.N.C. Section 1604;
5. Issue procedures to ensure the proper and timely implementation of the Navajo Division of Social Services' projects;
6. Represent the Navajo Division of Social Services through lobbying, advocating, testifying, and maintaining the government-to-government relationships with the federal, state, and local governments as authorized;
7. Establish and maintain partnerships with local, county, state, federal and other entities on human services and social services, and other matters related to the goals and objectives of the Navajo Division of Social Services;
8. Recommend policies and legislations on human services and social services issues;
9. Negotiate written agreements or contracts on behalf of the Navajo Division of Social Services relevant to its direct human services and social services departments, programs, functions, services, and activities;
10. Seek external funding and other resources to enhance, expand and improve direct human services and social service programs, functions, services and activities;
11. Recommend the creation, merger, separation, amendment, or abolishment of departments, programs, sections, offices, or specific functions within the Navajo Division of Social Services in accordance with applicable Navajo Nation laws and policies; and
12. Recruit, select, supervise, and train personnel; conduct employee performance evaluation; and recommend reclassification of positions for the Office of the Executive Director personnel and Department and Program managers in accordance with the Navajo Nation Personnel Policies Manual.

B. Office of the Executive Director:

The Office of the Executive Director shall provide for overall management of the Navajo Division of Social Services. The Office of the Executive Director personnel shall handle its duties and responsibilities in accordance with the Navajo Nation laws and policies. The duties and responsibilities are as follows:

1. Assist with overall direction of the Navajo Division of Social Services by developing, implementing, monitoring, and evaluating short and long range strategic initiatives, plans, goals, and objectives;



2. Support departments, programs, center, sections, and offices to execute their functions, authorities and responsibilities, and assist with the development and coordination of strategies to implement the Navajo Division of Social Services functions; and
3. Develop, implement and maintain an administrative, operational, and technical infrastructure to support the performance of direct human services and social services departments, programs, functions, services, and activities by establishing:
  - a) An Information Technology section that shall be responsible for the management of reliable and efficient information technology system to accommodate:
    - i. a secured exchange of human, case management, financial and social services data and information for program management;
    - ii. data collection, analysis and reporting;
    - iii. automation of manual work;
    - iv. modernize administrative function; and
    - v. monitor, update, and maintain the Navajo Division of Social Services' website, media medium, telecommunication equipment, hardware and software.
  - b) A Policy section that shall be responsible for increased cooperation, collaboration, and partnership across multiple human and social service sectors to:
    - i. develop, revise, or interpret policies, procedures, standards, and protocols for effective, efficient and adequate management of the Navajo Division of Social Services;
    - ii. provide guidance on human and social services policies;
    - iii. conduct research and analysis, and develop recommendations of current and proposed federal, state and tribal legislations, regulations, and policies for their potential impact on the Navajo people and human and social services;
    - iv. coordinate tribal consultation activities with the federal, state, and local governmental agencies; and
    - v. develop annual, quarter, and other reports; briefing materials; issue, position, or white papers; testimonies; and talking points.
  - c) A Financial Management section that shall be responsible for an effective and efficient financial management system to:
    - i. review and monitor agreements, contracts, and grants;
    - ii. develop and implement a property, procurement, and records management;
    - iii. develop, implement, and provide technical assistance with the application of internal control standards and measures;

- iv. monitor internal and external audits; and
  - v. serve as the prime contact for budget formulation, budget negotiation, audit, and condition of appropriation and other compliance.
- d) A Human Resources section that shall be responsible for a sound human resource system to:
- i. ensure a competent workforce through assessment of personnel competencies, individual training, and professional development;
  - ii. support the Departments and Programs to attract, recruit, and retain personnel through the application of a premium salary schedule for professional personnel who meet the preferred qualifications;
  - iii. monitor compliance with the Navajo Nation Personnel Policies Manual, licensure, certification, employee relations, collective bargaining, and risk and safety policies; and
  - iv. monitor work environment.
- e) An Administrative Support section that shall be responsible for the continuous flow of communication and information between the Office of the Executive Director and Navajo Division of Social Services departments, sections and offices; and oversee employee time keeping and reporting.
- f) A Communication section that shall be responsible to provide information, communication, alerts, and advice about human services and social services to the general public and media in a timely, accurate, and adequate manner.

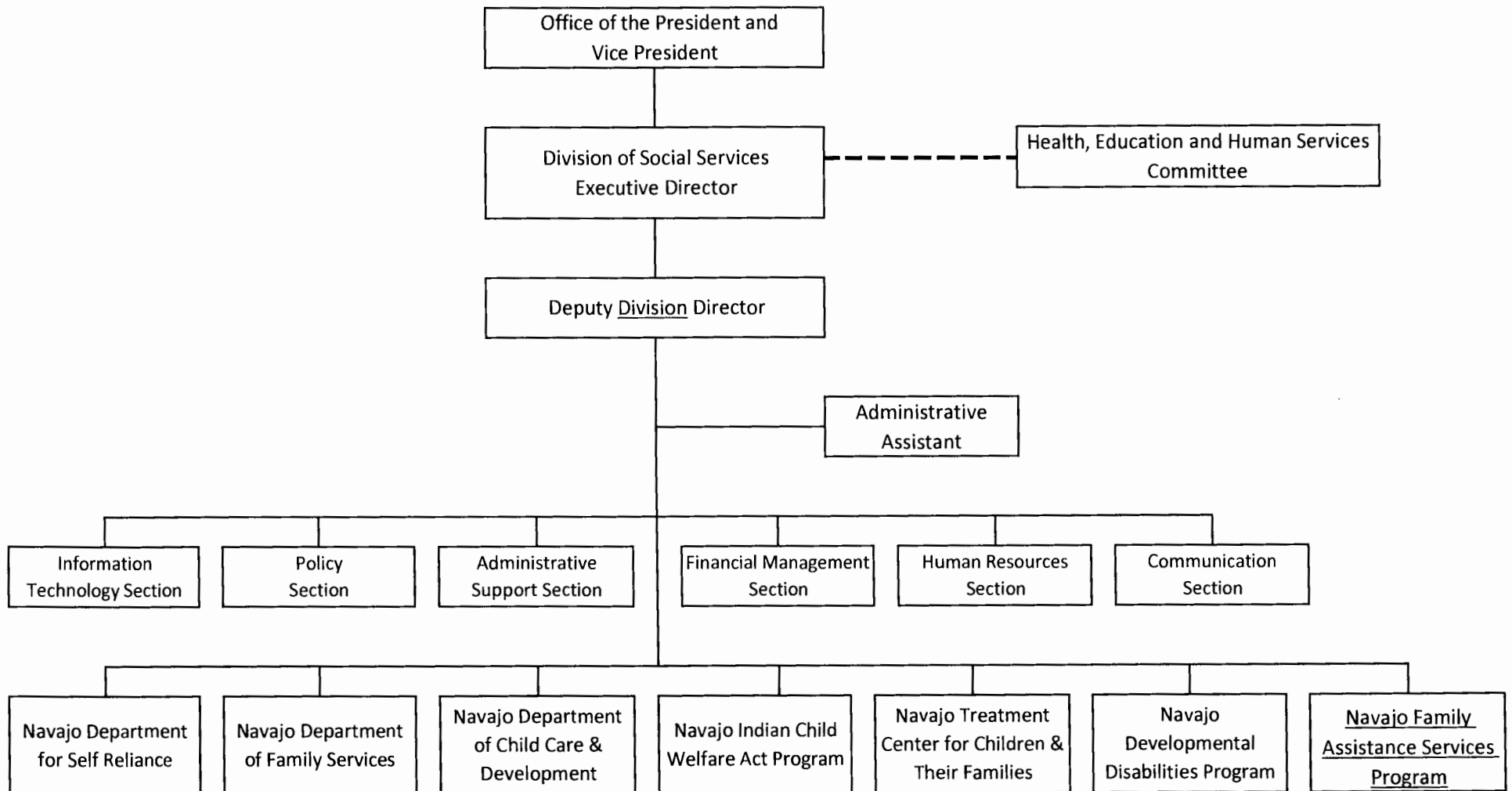
## **V. LEGISLATIVE OVERSIGHT**

Pursuant to 2 N.N.C. §§ 192 and 400 *et. seq.*, the Navajo Division of Social Services shall operate under the legislative oversight of the Health, Education and Human Services Committee of the Navajo Nation Council.

## **VI. AMENDMENTS**

This Plan of Operation may be amended from time to time as deemed necessary by the Health, Education and Human Services Committee of the Navajo Nation Council (2 N.N.C. § 1656).

**NAVAJO DIVISION OF SOCIAL SERVICES**  
**Office of the Executive Director**





**NAVAJO NATION DIVISION OF SOCIAL SERVICES**  
**Navajo Department for Self Reliance**  
**Plan of Operation**

**I. ESTABLISHMENT**

There is hereby established the Navajo Department for Self Reliance within the Navajo Division of Social Services of the Executive Branch of the Navajo Nation.

**II. PURPOSE**

The Navajo Department for Self Reliance utilizes the Navajo concept and teachings of T'áá hwó ájít'éego to provide financial assistance and supportive services to eligible individuals and families, to empower and take responsibility for their lives through the development and implementation of a plan, which guide family members toward self-reliance.

**III. STAFFING AND ORGANIZATION**

**A. Staffing**

1. The Navajo Department for Self Reliance shall be directed by and supervised under the guidance of a Department Manager III who shall be selected in accordance with the Navajo Nation Personnel Policies Manual. All other personnel shall be employed and compensated in accordance with Navajo Nation Personnel Policies Manual.
2. The Department Manager III shall be under the general direction and supervision of the Executive Director of the Navajo Division of Social Services.
3. The Department Manager III shall determine and recommend the need for additional professional, technical and administrative positions as needed to carry out the organizational purpose(s) as stated herein.

**B. Organization**

The Navajo Department for Self Reliance shall consist of an Executive Administration comprised of eight (8) sections to provide technical support services and a Quality Case Management Services shall consist of a Direct Services Administration comprised of ~~three (3)~~ two (2) direct service units, seven (7) field offices, and one (1) sub office to execute the Navajo Department for Self Reliance's purpose, authorities, goals, objectives, duties, and responsibilities. The Support Services and Quality Case Management Services shall consist of the following:

1. Support Services
  - a. Executive Administration
  - b. Finance and Recovery Section;
  - c. Information Technology Section;
  - d. Tribal Assistance System Administration Section;
  - e. Communication Section;
  - f. Compliance Section;
  - g. Liaison/Legislative Section;
  - h. Fraud and Investigation Section;
  - i. Pathway to Quality Services Section;
  
2. Quality Case Management Services
  - a. Direct Services Administration;
  - b. ~~Family Assistance Services~~; TANF Services;
  - c. Education and Career Services;
  - d. Field Offices: Chinle, Crownpoint, Farmington, Gallup, Kayenta, Window Rock and Tuba City;
  - e. Sub Office: Lower Greasewood; and
  - f. Other human services and programs as authorized.

The Navajo Department for Self Reliance Organization Chart is displayed as Attachment 1.

#### **IV. RESPONSIBILITY AND AUTHORITY**

- A. Administer the federal legislative intent of Public Law 104-193, Personal Responsibility and Work Opportunity Reconciliation Act of 1996, and other external and internal-funded programs in full compliance with the Navajo Nation and Federal laws and policies.
  
- B. Promote personal responsibility and self-reliance through the Navajo traditional teachings of T'áá hwó ájít'éego; provide assistance and services that empower Customers and families to progress toward Hózhók'eh Iiná; and reduce future dependency on governmental assistance by promoting education, employment, safe and stable families, and healthy lifestyles.
  
- ~~C. Provide school clothing assistance to eligible Navajo school aged children who are enrolled in and attending schools on the Navajo Nation.~~

- ~~D. Promote home energy crisis intervention by providing financial assistance to eligible households with low income to meet their immediate home energy needs.~~
- C. Develop, negotiate and implement agreements and contracts with federal, state, tribal, and other entities to expand services and increase opportunities for Customers and their families to progress toward self-reliance.
- D. Uphold the integrity of human services by developing, implementing and updating program goals and objectives, policies, procedures and standards, and assuring compliance with the Navajo Nation and federal fiscal and programmatic regulation and circulars.
- E. Monitor and evaluate program operations, services, resources (staff, property and equipment), and expenditures to assure and improve the effectiveness and efficiency of service delivery.
- F. Assure due process is provided to Customers who would like to dispute a decision made regarding their application or case. An initial consideration shall be provided at the direct service level and the Navajo Department for Self Reliance Compliance Hearing Officer shall consider formal hearing requests.
- G. Establish, maintain and improve necessary infrastructure, including information technology, to provide effective and efficient overall management and financial guidance to the Support Services, Quality Management and Direct Services; and to ensure continuity of services, assistance and activities provided to Customers and families.
- H. Promote and support the professional growth of the Navajo Department for Self Reliance personnel through educational, training and advancement opportunities, so the services provided to Customers continually improves and expands.

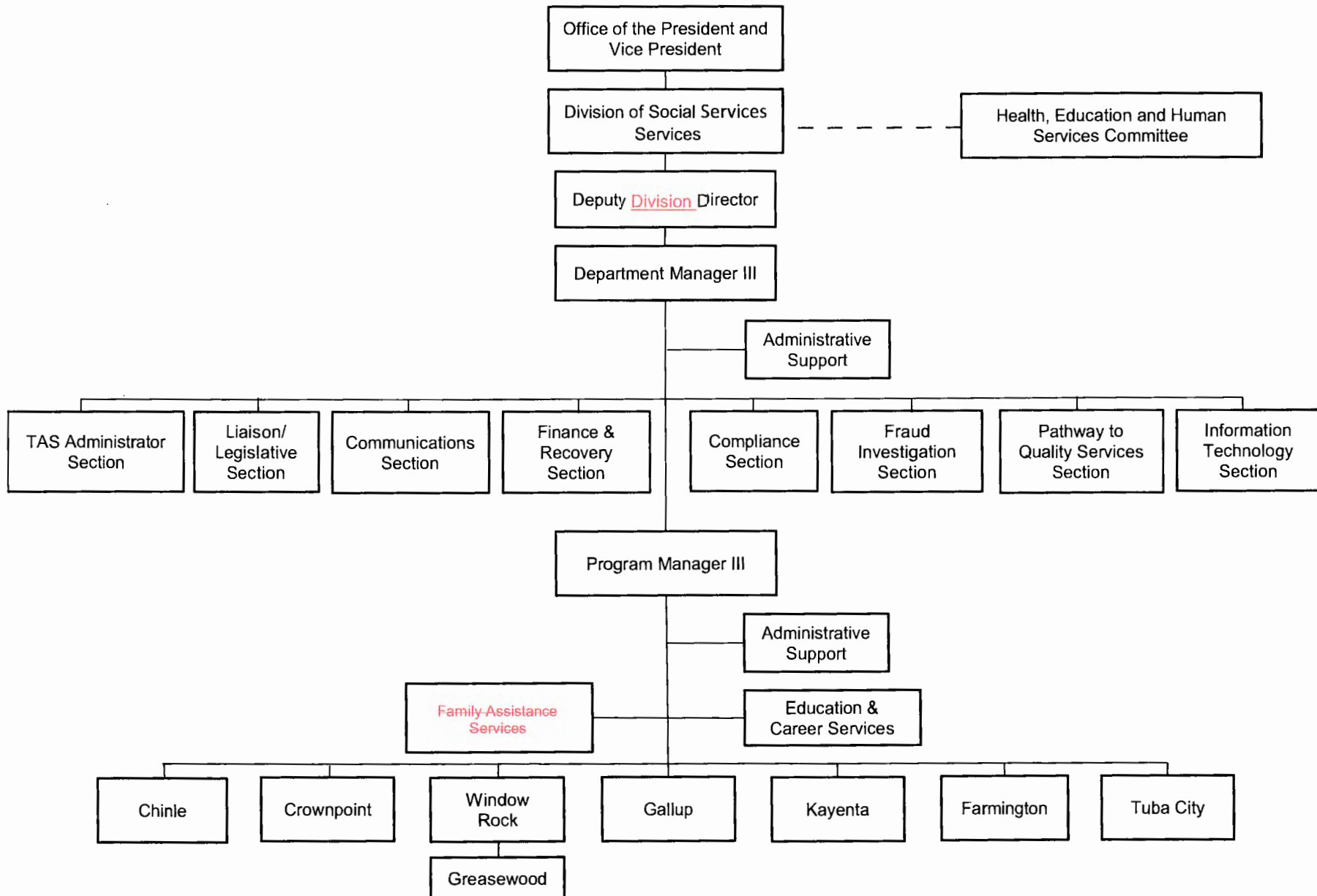
## **V. LEGISLATIVE OVERSIGHT**

Pursuant to 2 N.N.C. §§ 192 and 400 *et. seq.*, the Navajo Department for Self Reliance shall operate under the legislative oversight of the Health, Education and Human Services Committee of the Navajo Nation Council.

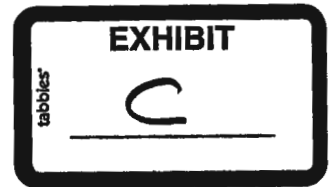
## **VI. AMENDMENTS**

This plan of Operation may be amended from time to time as deemed necessary by the Health, Education and Human Services Committee of the Navajo Nation Council (2 N.N.C. § 1656).

Navajo Nation Division of Social Services  
DEPARTMENT FOR SELF RELIANCE







**NAVAJO NATION DIVISION OF SOCIAL SERVICES**  
**Navajo Family Assistance Services Program**  
**Plan of Operation**

**I. ESTABLISHMENT**

There is hereby established the Navajo Family Assistance Services Program within the Navajo Nation Division of Social Services of the Executive Branch.

**II. PURPOSE**

The Navajo Family Assistance Services Program provides financial assistance support to eligible individuals and families for their basis needs.

**III. STAFFING AND ORGANIZATION**

**A. Staffing**

1. The Navajo Family Assistance Services Program shall be directed by and supervised under the guidance of a Program Manager II who shall be selected in accordance with the Navajo Nation Personnel Policies Manual. All other personnel shall be employed and compensated in accordance with Navajo Nation Personnel Policies Manual.
2. The Program Manager II shall be under the general direction and supervision of the Executive Director of the Navajo Division of Social Services.
3. The Program Manager II shall determine and recommend the need for additional professional, technical, and administrative positions as needed to carry out the organizational purpose(s) as stated herein.

**B. Organization**

The Organizational Chart for the Navajo Family Assistance Services Program is attached as Attachment 1.

**IV. RESPONSIBILITY AND AUTHORITY**

- A. Collaborate and coordinate with other departments and programs within the Division of Social Services in the administration of the federal legislative intent of the Indian Self-Determination and Education Assistance Act, as amended, Public Law 93-638, to ensure full compliance, with the Navajo Nation and Federal laws, regulations, and policies;**

- B. Administer the federal legislative intent of the Title XXVI of the Omnibus Budget Reconciliation Act, Public Law 97-35; and other external and internal funded programs, in full compliance, with the Navajo Nation and Federal laws, regulations, and policies.
- C. Seek, secure, and administer funding from the federal, tribal and other agencies.
- D. Provide administrative, technical and operational support, and training to the division, departments, programs, and offices.
- E. Develop policies, procedures, and protocols to implement the purpose of the Navajo Family Assistance Services Program.
- F. Monitor and evaluate program operations, services, resources (staff, property and equipment), and expenditures to assure, improve and expand the effectiveness, efficiency and coordination of direct service delivery.
- G. Provide financial assistance for eligible Navajo children attending school on or off the Navajo Nation to purchase clothing or supplies that would encourage their school attendance and support academic performance, on an annual basis.
- H. Provide General Assistance for eligible individuals to meet their basic essential needs for self-sufficiency.
- I. Provide financial burial assistance for eligible decedents.
- J. Provide financial assistance for home energy, energy crisis, weatherization, and energy-related minor home repairs for eligible individuals.
- K. Provide financial assistance to eligible individuals and families to alleviate the causes and conditions of impoverishment in communities.

## **V. LEGISLATIVE OVERSIGHT**

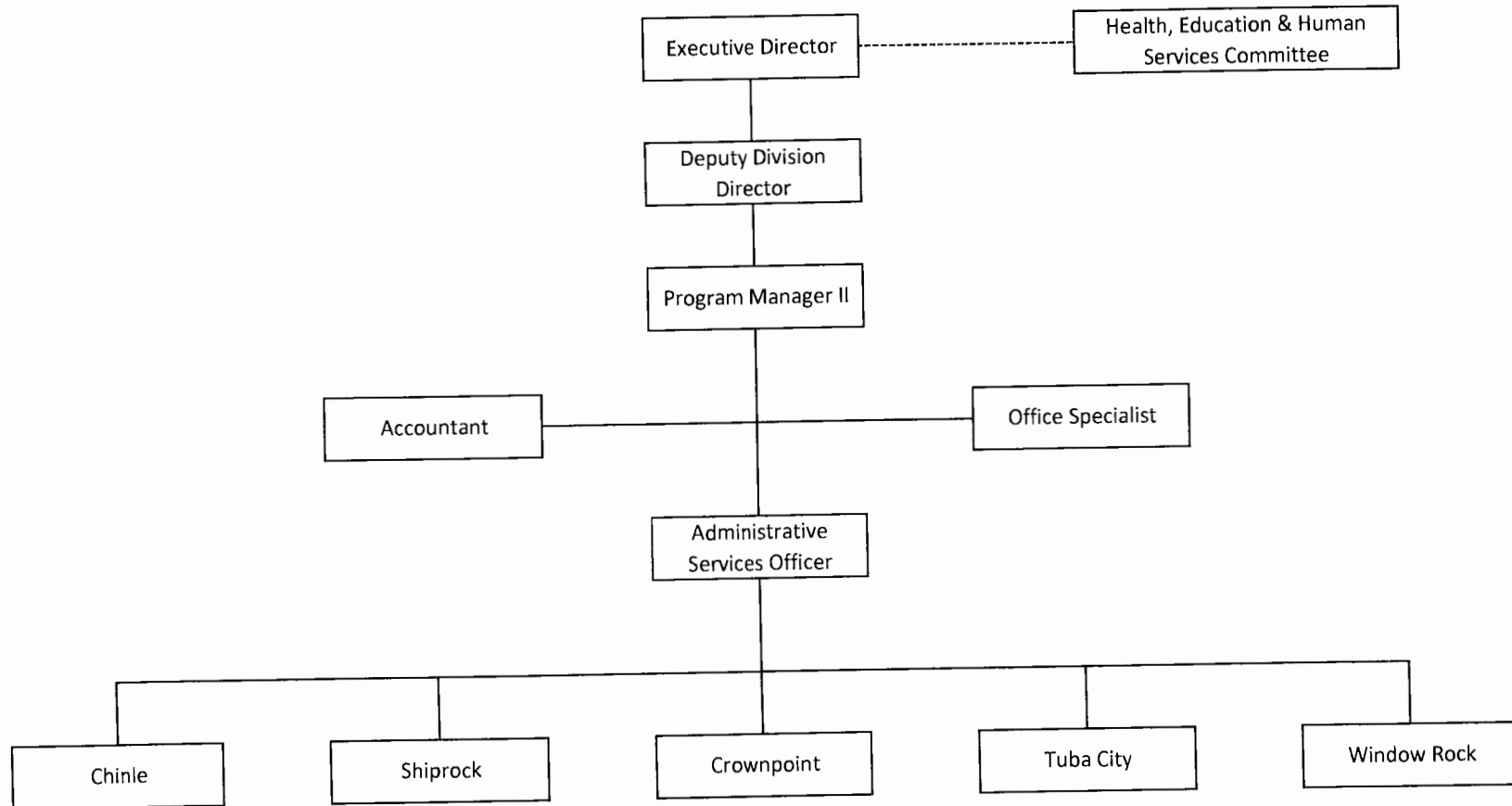
Pursuant to 2 N.N.C. §§ 192 and 400 *et. seq.*, the Navajo Family Assistance Services Program shall operate under the legislative oversight of the Health, Education and Human Services Committee of the Navajo Nation Council.

## **VI. AMENDMENTS**

This Plan of Operation may be amended from time to time as deemed necessary by the Health, Education and Human Services Committee of the Navajo Nation Council (2 N.N.C. § 1656).

**Navajo Division of Social Services**  
**Navajo Family Assistance Services Program**

**Attachment 1**





RESOLUTION OF THE  
HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE  
OF THE 23<sup>RD</sup> NAVAJO NATION COUNCIL—SECOND YEAR, 2016

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES; APPROVING  
AMENDMENTS TO PLAN OF OPERATION FOR NAVAJO SCHOOL CLOTHING  
PROGRAM, NAVAJO NATION DIVISION OF SOCIAL SERVICES

BE IT ENACTED:

**Section One. Authority**

- A. The Health, Education and Human Services Committee is a standing committee of the Navajo Nation Council. 2 N.N.C. § 400. Pursuant to 2 N.N.C. § 401(C)(1), the committee "serve[s] as the oversight committee for the Division of Health, Division of Social Services, Division of Human Resources Department of Diné Education, Division of General Services ..."
- B. The Health, Education and Human Services Committee is authorized to amend the Plan of Operation for the Navajo School Clothing Program, Navajo Division of Social Services. Section VI, Plan of Operation, Navajo School Clothing Program, Navajo Division of Social Services. Resolution HEHSJN-020-12 (incorporated herein by this reference).

**Section Two. Findings**

The Plan of Operation for the Navajo School Clothing Program, Navajo Nation Division of Social Services, must be updated.

**Section Three. Amending Plan of Operation**

The Plan of Operation for the Navajo School Clothing Program, Division of Social Services, is amended as follows:

---

NAVAJO NATION DIVISION OF SOCIAL SERVICES  
Navajo School Clothing Program  
Plan of Operation

I. ESTABLISHMENT

There is hereby established the Navajo School Clothing Program ~~and Special Projects~~ within the Division of Social Services.

II. PURPOSE

The purpose of the Navajo School Clothing Program ~~and Special Projects~~ is to aid assist parents of Navajo parents, subject to available funds school children, by providing their eligible children child(ren) with a package of clothing to ~~assist in improving their appearance and self image,~~ thereby encouraging help encourage school attendance, resulting and ultimately resulting in a higher educational education level for the Navajo people and People, while working in conjunction with Participating Schools to provide technical clothing packages on an annual basis. NSCP will also provide emergency clothing assistance to ~~other Sections, Programs and Departments within the Division~~ eligible children on a case by case basis.

III. STAFFING AND ORGANIZATION

A. Staffing:

1. The Navajo School Clothing Program ~~and Special Projects~~ shall be administered supervised and guided by a Program and Project Specialist Supervisor.
2. The Program ~~and Project Specialist Supervisor~~ shall be under the general direction and guidance of the Executive Director of the Division of Social Services.
3. The Program ~~and Project Specialist Supervisor~~ shall be authorized to recommend additional professional, technical and clerical positions, as needed, to carry out the organizational purpose as stated herein. Additional positions shall be acquired in accordance with Personnel Policies and Procedures and within

applicable budget rules established for conducting the annual budget process.

4. All personnel shall be employed and compensated in accordance with applicable Navajo Nation Personnel Policies and Procedures Manual.

B. Organization:

The Organizational Chart of the Program is attached hereto as Figure 1.

IV. RESPONSIBILITY AND AUTHORITY

The Navajo School Clothing Program shall be responsible for:

- A. ~~Promulgating quality~~ Providing clothing standards and specifications, a formal bidding schedule, assistance to eligible Navajo school aged children in accordance with established program policies and, procedures, and eligibility requirements;
- B. Coordinating and collaborating with other rules, as necessary, to efficiently administer tribal, federal and state programs to meet the Program goals and purpose of the Program;
- C. Monitoring and evaluating Program operations and activities to ensure that all eligible Navajo students are in receipt of quality clothing, timely effectiveness and efficiency of services;
- D. Implementing changes as needed to improve Program operations and benefits hereunder. The selection of vendors services;
- E. Continue to seek additional funding for the Program from others sources to expand and enhance services;
- F. Providing Program services in accordance compliance with established advertisement, bidding, and awarding directives, rules, policies, procedures, laws or legislation of the Navajo Nation Business Preference Law;
  - ~~Negotiating and monitoring all contracts awarded for the purposes of carrying out the Program's Objectives.~~



- ~~• Establishing all procedures, as necessary, regarding:~~
  - ~~1. Application for assistance under the Program;~~
  - ~~2. Determine eligibility for the program;~~
- ~~• Seeking additional funding for the Program from sources, other than the Nation's General Funds: and~~

G. Provide Providing consultation and technical assistance to the Division Executive Sections, programs and Departments as they strive to improve work environment and client services. Director regarding program services and;

H. Providing reports and recommendations regarding program services to the Health, Education and Human Services Committee, the Navajo Nation Council and to the Office of the President and Vice-President, as requested.

#### V. LEGISLATIVE OVERSIGHT

Pursuant to 2 N.N.C. Section 401(c)(1) and (2) et seq., the The Health, Education and Human Services Committee of the Navajo Nation Council shall serve as the legislative oversight committee for the Navajo School Clothing Program within the Division of Social Services. See, 2 N.N.C. § 1655).

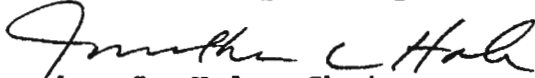
#### VI. AMENDMENTS

The This Plan of Operation may be amended from time to time by the Health, Education and Human Services Committee of the Navajo Nation Council. See, 2 N.N.C. § 1656.

---

CERTIFICATION

I, hereby certify that the foregoing resolution was duly considered by the Health, Education and Human Services Committee of the 23<sup>rd</sup> Navajo Nation Council at duly called meeting at Navajo Nation Council Chambers, Window Rock, Arizona, at which a quorum was present and that same was passed by a vote of 4 in favor, 0 opposed, 1 abstained this 21<sup>st</sup> day of September, 2016.

  
Jonathan L. Hale, Chairperson  
Health, Education and Human Services Committee  
Of the 23<sup>rd</sup> Navajo Nation Council

Motion : Honorable Nelson S. BeGaye  
Second : Honorable Nathaniel Brown  
Chairperson not voting

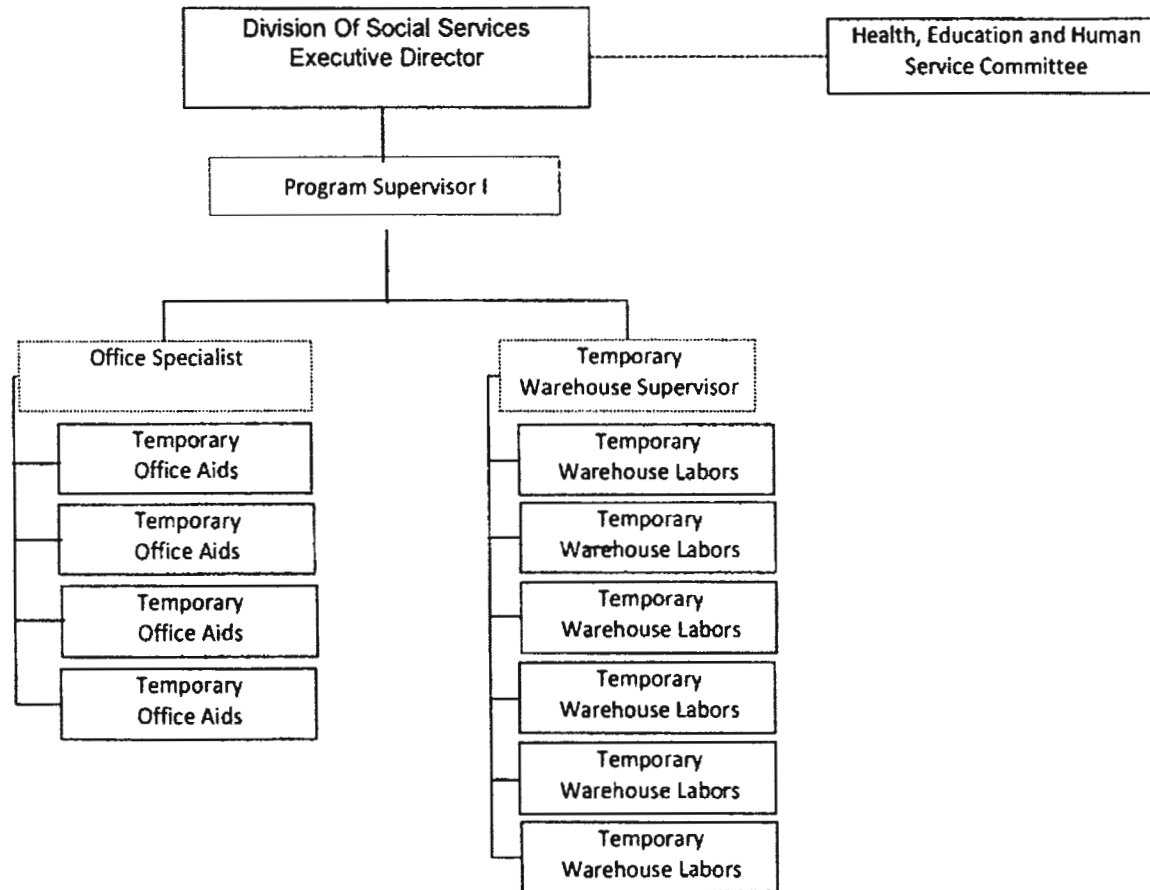
Amendments:

1. Page 3 of 5; line 13 Strike ~~Procedures~~ Insert Manual
2. Exhibit Figure 1; Strike the stamp ~~Draft~~

Motion : Honorable Nelson S. BeGaye  
Second : Honorable Peterson B. Yazzie  
Vote : 4 in Favor, 0 Opposed, 1 Abstained  
Chairperson not voting

# DIVISION OF SOCIAL SERVICES

## Navajo School Clothing Program

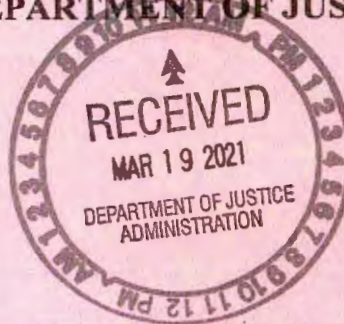




☐ RESUBMITTAL

# NAVAJO NATION DEPARTMENT OF JUSTICE

## DOCUMENT REVIEW REQUEST FORM



DOJ	
3/19/21 @ 11:27a	DATE / TIME
<input type="checkbox"/> 7 Day Deadline	
DOC #: 016095	
SAS #:	
UNIT: Hsqn	

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

### CLIENT TO COMPLETE

DATE OF REQUEST:	3/18/2021	DIVISION:	SOCIAL SERVICES
CONTACT NAME:	Roselyn Begay	DEPARTMENT:	Office of the Executive Director
PHONE NUMBER:	928/871-6851 or 6873	E-MAIL:	roselynbegay@navajo-nsn.gov
TITLE OF DOCUMENT: <i>Amending Plans of Operation for the NDSS Office of the Executive Director and Department for Self Reliance, and Establishing the Navajo Family Assistance Services Program.</i>			

### DOJ SECRETARY TO COMPLETE

DATE/TIME IN UNIT:	3/19/21 @ 2:10pm	REVIEWING ATTORNEY/ADVOCATE:	LBJ/eh
DATE TIME OUT OF UNIT:			

### DOJ ATTORNEY / ADVOCATE COMMENTS

*Sufficient*

REVIEWED BY: (Print)	Date / Time	SURNAMED BY: (Print)	Date / Time
		<i>Uky</i>	3/19/21

Emailed: Roselyn Begay  
DOJ Secretary Called:

for Document Pick Up on 3/22/21 at 10:40 By: *in*

PICKED UP BY: (Print)	DATE / TIME:
-----------------------	--------------

Document No. 016095

Date Issued: 03/19/2021

**EXECUTIVE OFFICIAL REVIEW**

Title of Document: Amend POO for OED, DSR & NFAS Contact Name: BEGAY, ROSELYN ANN

Program/Division: DIVISION OF SOCIAL SERVICES

Email: roselynbegay@navajo-nsn.gov Phone Number: 928/871-6851

			Sufficient	Insufficient
<input type="checkbox"/>	<b>Business Site Lease</b>			
	1. Division:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Controller:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	(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: _____	<input type="checkbox"/>	<input type="checkbox"/>

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

<input type="checkbox"/>	<b>Fund Management Plan, Expenditure Plans, Carry Over Requests, Budget Modifications</b>			
	1. Office of Management and Budget:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Controller:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. Office of the Attorney General:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	<b>Navajo Housing Authority Request for Release of Funds</b>			
	1. NNEPA:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Attorney General:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	<b>Lease Purchase Agreements</b>			
	1. Office of the Controller:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	(recommendation only)			
	2. Office of the Attorney General:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	<b>Grant Applications</b>			
	1. Office of Management and Budget:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Office of the Controller:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. Office of the Attorney General:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>

<input checked="" type="checkbox"/>	<b>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</b>			
-------------------------------------	--	--	--	--

1. Division:	<u><i>Roselyn Begay</i></u>	Date: <u>3/19/2021</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>
2. Office of the Attorney General:	<u><i>Upy</i></u>	Date: <u>3/19/21</u>	<input checked="" type="checkbox"/>	<input type="checkbox"/>

<input type="checkbox"/>	<b>Relinquishment of Navajo Membership</b>			
	1. Land Department:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	2. Elections:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>
	3. Office of the Attorney General:	Date: _____	<input type="checkbox"/>	<input type="checkbox"/>



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

Sufficient      Insufficient

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

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

1. NLD \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
2. F&W \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
3. HPD \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
4. Minerals \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
5. NNEPA \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
6. DNR \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
7. DOJ \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐

☐ **Rights of Way**

1. NLD \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
2. F&W \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
3. HPD \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
4. Minerals \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
5. NNEPA \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
6. Office of the Attorney General: \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
7. OPVP \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐

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

1. Minerals \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
2. OPVP \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
3. NLD \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐

☐ **Assignment of Mineral Lease**

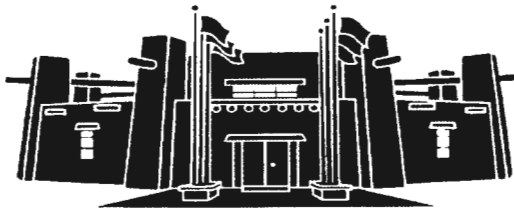
1. Minerals \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
2. DNR \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
3. DOJ \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐

☐ **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: \_\_\_\_\_ ☐ ☐  
2. F&W \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
3. HPD \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
4. Minerals \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
5. NNEPA \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
6. DNR \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
7. DOJ \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
8. OPVP \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐

☐ **OTHER:**


1. \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
2. \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
3. \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
4. \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐  
5. \_\_\_\_\_ Date: \_\_\_\_\_ ☐ ☐



## MEMORANDUM

To : Hon. Pernell Halona, Delegate  
Navajo Nation Council

Hon. Edison Wauneka, Delegate  
Navajo Nation Council

From :   
Ron Haven, Attorney  
Office of Legislative Counsel

Date : April 16, 2021

Re : AN ACTION RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES; AMENDING THE NAVAJO NATION DIVISION OF SOCIAL SERVICES' PLANS OF OPERATION FOR THE NAVAJO OFFICE OF THE EXECUTIVE DIRECTOR AND THE NAVAJO DEPARTMENT OF SELF RELIANCE; APPROVING THE PLAN OF OPERATION FOR NAVAJO FAMILY ASSISTANCE SERVICES PROGRAM; AND RESCINDING RESOLUTION HEHSCS-26-16, THE PLAN OF OPERATION FOR NAVAJO SCHOOL CLOTHING PROGRAM

As requested, I have prepared the above-referenced proposed resolution and associated legislative summary sheet pursuant to your request for legislative drafting. As to format, the resolution as drafted is legally sufficient. Regarding substance, as with any legislation, it can be subject to review by the courts in the event of proper challenge. Please ensure that this particular resolution request is precisely what you want.

If you are satisfied with the proposed resolution, please sign it as "sponsor" and submit it to the Office of Legislative Services where it will be given a tracking number and sent to the Office of the Speaker for assignment. If the proposed resolution is unacceptable to you, please contact me at the Office of Legislative Counsel and advise me of the changes you would like made to the proposed resolution. Ahéhee'.



THE NAVAJO NATION  
LEGISLATIVE BRANCH  
INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: \_0077-21\_\_

SPONSOR: Pernell Halona

**TITLE: An Action Relating to Health, Education and Human Services; Amending the Navajo Nation Division of Social Services' Plan of Operation for the Navajo Office of the Executive Director and the Navajo Department of Self Reliance; Approving the Plan of Operation for Navajo Family Assistance Services Program; and Rescinding Resolution HEHSCS-26-16, the Plan of Operation for Navajo School Clothing Program**

***Date posted:*** April 21, 2021 at 4:04PM

Digital comments may be e-mailed to [comments@navajo-nsn.gov](mailto:comments@navajo-nsn.gov)

Written comments may be mailed to:

Executive Director  
Office of Legislative Services  
P.O. Box 3390  
Window Rock, AZ 86515  
(928) 871-7586

**Comments may be made in the form of chapter resolutions, letters, position papers, etc. Please include your name, position title, address for written comments; a valid e-mail address is required. Anonymous comments will not be included in the Legislation packet.**

**Please note:** This digital copy is being provided for the benefit of the Navajo Nation chapters and public use. Any political use is prohibited. All written comments received become the property of the Navajo Nation and will be forwarded to the assigned Navajo Nation Council standing committee(s) and/or the Navajo Nation Council for review. Any tampering with public records are punishable by Navajo Nation law pursuant to 17 N.N.C. §374 *et. seq.*

**THE NAVAJO NATION  
LEGISLATIVE BRANCH  
INTERNET PUBLIC REVIEW SUMMARY**

**LEGISLATION NO.: 0077-21**

**SPONSOR: Honorable Pernell Halona**

**TITLE: An Action Relating to Health, Education and Human Services; Amending the Navajo Nation Division of Social Services' Plan of Operation for the Navajo Office of the Executive Director and the Navajo Department of Self Reliance; Approving the Plan of Operation for Navajo Family Assistance Services Program; and Rescinding Resolution HEHSCS-26-16, the Plan of Operation for Navajo School Clothing Program**

**Posted: April 21, 2021 at 04:04 PM**

**5 DAY Comment Period Ended: April 26, 2021**

**Digital Comments received:**

<b>Comments Supporting</b>	<i>None</i>
<b>Comments Opposing</b>	<i>None</i>
<b>Comments/Recommendations</b>	<i>None</i>

*Breanase*

**Legislative Tracking Secretary  
Office of Legislative Services**

*04/27/2021 8:56pm*

**Date/Time**