

RESOLUTION OF THE  
NAVAJO NATION COUNCIL  
25<sup>th</sup> NAVAJO NATION COUNCIL - FIRST YEAR, 2023

AN ACTION  
RELATING TO THE NAABIK'ÍYÁTI' COMMITTEE AND THE NAVAJO NATION  
COUNCIL; CONFIRMING THE APPOINTMENT OF JUSTIN AHASTEEN AS THE  
EXECUTIVE DIRECTOR OF THE NAVAJO NATION WASHINGTON OFFICE

BE IT ENACTED:

SECTION ONE. AUTHORITY

- A. The Navajo Nation Council is the governing body of the Navajo Nation. 2 N.N.C. § 102(A).
- B. A proposed resolution requiring final action by the Navajo Nation Council shall be assigned to the Naabik'íyáti' Committee. 2 N.N.C. § 164(A)(9).

SECTION TWO. FINDINGS

- A. The Navajo Nation Code provides, "[t]he [Executive] Director [of the Navajo Nation Washington Office] shall be appointed by the President of the Navajo Nation, subject to confirmation by the Navajo Nation Council, to serve at a negotiated salary and at the pleasure of the President of the Navajo Nation." 2 N.N.C. § 1152(B).
- B. The Navajo Nation President appoints Mr. Justin Ahasteen as the Executive Director of the Navajo Nation Washington Office. Mr. Ahasteen's appointment letter, résumé, and letter of intent are attached as Exhibit A.

SECTION THREE. CONFIRMATION OF THE EXECUTIVE DIRECTOR OF THE NAVAJO  
NATION WASHINGTON OFFICE

The Navajo Nation Council confirms the Navajo Nation President's appointment of Mr. Justin Ahasteen as the Navajo Nation Washington Office's Director.

**CERTIFICATION**

I, hereby, certify that the foregoing resolution was duly considered by the 25<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 20 in Favor, and 00 Opposed, on this 18<sup>th</sup> day of April 2023.



Honorable Crystalyne Curley, Speaker  
25<sup>th</sup> Navajo Nation Council

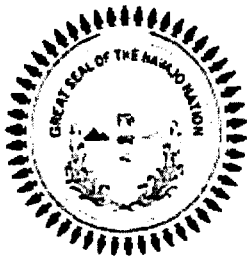
4/27/23

DATE

Motion: Honorable George H. Tolth

Second: Honorable Vince R. James

Speaker Crystalyne Curley not voting



# DR. BUU NYGREN RICHELLE MONTOYA



The Navajo Nation | Yideeskâadi Nitsáhákees

January 10, 2023

Justin Ahasteen

Alexandria, VA 22305

***RE: Appointment as Executive Director for the Navajo Nation Washington Office***

Dear Mr. Ahasteen,

We are pleased to appoint you to serve as the Executive Director of the Navajo Nation Washington Office. The appointment took effect at 12:00 pm on January 10, 2023. Your salary is \$165,014.64.

Thank you for agreeing to serve the Nygren-Montoya Administration, the youngest person elected Navajo Nation President, and the first woman elected as Vice President. Together we will uphold our promise of working for the people at the hogan level. Thank you for serving the largest sovereign nation in the country.

Ahéhee'

A handwritten signature in black ink that reads "Buu Nygren".

Dr. Buu Nygren, President  
THE NAVAJO NATION

A handwritten signature in black ink that reads "Richelle Montoya".

Richelle Montoya, Vice President  
THE NAVAJO NATION

### PROFESSIONAL SUMMARY

A Marine veteran with 8 years of Administrative Management, Executive Assistant, and Government Affairs experience. Has proven ability to manage complex projects with competing requirements, lead diverse teams, and exceed organizational goals. Cross-functional proficiency includes development of employees, strategic planning, and identifying and improving operational inefficiencies. Often praised by the organization's director for superior work performance *"Is a mature, focused, and tireless professional who possesses superior intellect and an unsurpassed work ethic...Sought additional responsibilities outside his job description and performed those tasks superbly"*. Hard skills include the following:

- Administrative Management
- Contract Negotiation & Management
- Budgeting
- Google Suite
- Microsoft Office Applications
- Creating Policies
- Relationship Building
- Logistical Management
- Data Analyzing
- Record Management
- Tribal Affairs
- Event Coordination
- Policy Development
- Government Affairs
- Legislative Affairs

### WORK EXPERIENCE

Navajo Nation Washington Office  
750 First Street NE, Washington DC 20002

04/2022 – Current

#### **Government and Legislative Affairs Associate**

- Review, analyze, and research proposed/pending legislation and policy initiatives to ensure that legislation and initiatives do not adversely affect the Nation or Indian Country. Provide reports and advise the Nation of policy ramifications and provide recommendation on how to address these issues.
- Draft budgetary and appropriations requests, legislative bills, policy proposals and position papers.
- Advocate and communicate extensively with congressional representatives and federal agencies on the issues and positions of the Nation such as racial disparities, social determinants, other inequities tribes face.
- Prepare and/or provide testimony and oral remarks to at legislative hearings.
- Secure federal funding for the Nation's needs and ensures that ongoing projects continue to receive funding.
- Engage with non-governmental organizations to advance social justice and environmental justice for Tribal communities.
- Worked on activities and events to advance the Radiation Exposure Compensation Act Amendments to address federal nuclear policies adversely impacting tribal communities.

Hackensack Meridian Health  
343 Thornall Street, Edison, NJ 08837

09/2021 – 04/2022

#### **Executive Assistant to the Chief Risk Officer & Vice President of Occupational Health (Contract)**

- Scheduled appointments, meetings, and conferences.
- Prioritized calls through screening processes and delivers messages to appropriate personnel.
- Coordinated special projects, composed memos, transcribed notes, and researched-created presentations.
- Generated reports, processed invoice, and assisted in maintaining departmental budget.
- Reviewed and distributed mail to appropriate personnel.
- Conducted office inventory and replenished supplies as needed.

Valleywise Health  
2601 E. Roosevelt Street, Phoenix, AZ 85008

07/2020 – 08/2021

#### **Executive Assistant to the CEO of FQHC Clinics**

- Prepare executive level correspondence for submission to the Maricopa Special Health Care District Board of Directors.

- Created, implemented, and managed new division within organization to research, investigate, and respond to customer complaints.
- Conduct audits of records to ensure compliance with local, state, and federal guidelines to include requirements from accrediting bodies such as JCAHO and DNV.
- Completed administrative projects by identifying and implementing new technology and resources; redesigning systems; recommending re-deployment of designated resources.
- Maintain administrative workflow by studying methods; implementing cost reductions; developing reporting procedures.
- Created and submitted reports to the Health Services Resource Administration (HRSA) regarding patient visits, volumes, demographics, and statistics based on service location. This includes preparation of the annual Uniformed Data Systems (UDS) report.
- Maintain current grants from the federal government and consistently report on grant status to ensure continued funding.
- Assist in federal grant writing and submitting grant proposals through the Electronic Handbook portal.

Snell & Wilmer Law Offices  
400 E Van Buren Street, STE 1900 Phoenix AZ 85004

06/2018 – 03/2020

#### **Administrative Assistant to the Chief Information and Chief Financial Officer**

- Collected monthly variance reports from budget owners in each department.
- Run sequel inquiries utilizing Microsoft SQL Server Management Studio to track and compare YTD expenses with current budgets & PYTD expenses.
- Supported budgeting and bookkeeping procedures; create and update records and databases with personnel, financial and other data.
- Assisted with special projects, such as process improvements and budget development particularly in Project Budgeting.
- Created and revised systems and procedures by analyzing operating practices; studying utilization of micro-computer and software technologies; evaluating personnel and technological requirements; implementing changes.
- Maintained rapport with managers and employees by arranging continuing contracts, researching and developing new services and methods; setting priorities; resolving problem situations.
- Maintained suggestion system by directing and controlling administrative technical aspects in accordance with management directives.
- Maintained continuity of work operations by documenting and communicating needed actions to management; discovering irregularities; determining continuing needs.
- Guided employee actions by researching, developing, writing, and updating administrative policies, procedures, methods, and guidelines; communicating developments to management.

Headquarters Marine Corps Office of Legislative Affairs  
3000 Marine Corps Pentagon, Washington, D.C.: 20350

07/2014 – 07/2018

#### **Administrative Non-Commissioned Officer In-Charge**

- Received, managed, and responded to administrative inquiries from the United States Congress and their staff that require immediate attention from the Legislative Assistant to the Commandant.
- Responded to and completed over 2,000 congressional cases swiftly which resulted in Member and constituent satisfaction. Received praise from the Legislative Assistant, *"Is an exceptional young man with limitless potential"*.
- Researched, consolidated, and synthesized complex data into easy to interpret information for Legislative Affairs Portfolio Managers improving efficiency by 12%.
- Planned and facilitated high visibility congressional travel engagements that coincide with constrained timelines for senior military leaders within Headquarters Marine Corps.
- Negotiated and managed active contracts and creating purchase request (PR's) to fund contracts.
- Managed a budget of \$950,000 over 4 years for the Office of Legislative Affairs, often staying 30% under budget significantly saving resources.

- Planned social events and maintained social calendars keeping track of information including attendee rosters, thank you correspondence, and collect fees if necessary.
- Developed staff development and workforce capacity plans.
- Conduct human capital management activities such as personnel administration, hiring, onboarding, offboarding, employee performance review, and employee improvement plans.

#### **Congressional Affairs Non-Commissioned Officer In-Charge**

- Analyzed congressional activity that may affect the Department of Defense (DoD) and/or the Marine Corps to keep the Legislative Assistant to the Commandant informed of relevant development and their potential impact.
- Assisted in the preparing in the clearance of Congressional testimony and legislative proposals through the Office of Management and Budget (OMB) and the Office of the Secretary of Defense (OSD) meeting time parameters established by Congress.
- Developed and maintained relationships with Member of Congress and their staff resulting in the positive support of the Commandant's legislative priorities.
- Assisted in the development of the office's Legislative Campaign Plan while simultaneously developing individual engagement plans for senior leaders of Headquarters Marine Corps which increase mission effectiveness by 30%.

#### **DECORATIONS, AWARDS, AND HONORS**

- Awarded the Military Outstanding Volunteer Service Medal for over 600 hours of selfless volunteerism.
- Awarded the 99th Annual American Legion Spirit of Service Award for a high level of volunteer community service that was performed off-duty in the local community. This award is presented to one member of each branch of the military.
- Awarded the 2017 United Service Organization (USO) Service Member of the Year Award. This award is presented to one member of each branch of the military for superior performance above and beyond the call of duty.
- Awarded the Presidential Volunteer Service Award with Silver Distinction.

#### **EDUCATION**

**Master of Public Administration** (May 2024), American Public University System, Charles Town, WV 25414

Major: Public Administration

Concentration: Public Policy

**Bachelor Degree** (August 2021), Northern Arizona University, Flagstaff, AZ 86011

Major: Justice Studies Emphasis on Justice Administration

Minor: Public Administration

**Associate of Applied Science Degree** (September 2021), Rio Salado Community College, Tempe, AZ 85281

Major: Public Administration

Graduated with High Distinction – 3.75 GPA

**Associate Degree** (September 2021), Rio Salado Community College, Tempe, AZ 85281

Major: General Studies

Graduated with High Distinction – 3.75 GPA

#### **Relevant Coursework, Licenses, and Certifications:**

- U.S. Department of Labor Certification in Office Manager/Administrative Services  
Registration Number: X0098680001-696976      Expiration: Indefinite
- IAAP Certified Administrative Professional  
Registration Number: 42103595      Began: 10-2021      Expiration: 11-2024

**Justin C. Ahasteen**  
**Letter of Interest**

To Whom it May Concern,

Please accept this letter of interest for the position of Executive Director for the Navajo Nation Washington Office. I have worked for the Navajo Nation Washington Office just shy under a year and since onboarding I have developed a strong working relationship with the U.S. Federal Government advancing many of the needs of the Navajo Nation. Specifically, I have been working to advance priorities in Public Safety, Health, Social Services, Road Transportation Infrastructure, Veteran Affairs, additional work to improve functions within the Office of Navajo Hopi Indian Relocation, and to obtain justice for those affected by the federal governments uranium mining operations by working on the Radiation Exposure Compensation Act Amendments. I take significant pride in my work as I well understand the impact these issues can have on our people.

Additionally, it comes to no surprise that Tribes within the United States have a unique status as separate sovereign nations. With this comes a special government-to-government relationship that is deeply rooted within treaties the U.S. Federal government had established with tribal nations. Although tribes within America have this status, federal Indian law and policies have not always been equitable or fair to Native Americans. Although a method exists for tribes to engage with the federal government on a nation-to-nation basis, this does not always mean that the interactions with the Federal government have been positive. The challenges confronting Indian land have been disregarded throughout the entirety of American history. Tribal governments over the last several decades have voiced their frustration with working with the Federal government making the argument that federal Indian policy and law have always been established to dissolve or disproportionally affect tribal nations as seen with policies of assimilation and allotment from 1871-1928, the reorganization of Indian tribes from 1928-1942, and even policies and laws enacted to terminate the federal trust responsibility from 1943-1961.

Recent efforts to provide redress through a series of appropriation packages within key pieces of legislation including the Bi-partisan Infrastructure Law, American Rescue Plan Act, CARES Act, and Inflation Reduction Act are a step in the right direction but there are factors that Congress must take into account when providing these appropriations. Firstly, due to many bureaucratic impediments, tribes lack the capacity to utilize funding appropriated to them in specific timelines because they lack the infrastructure needed.

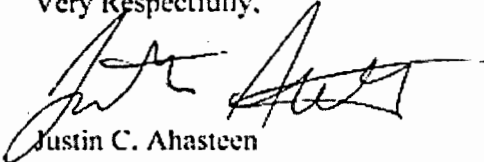
Many would argue that the funding most recently appropriated is meant to build the capacity and infrastructure with tribes without understanding that many infrastructure projects are hindered by rights of way (ROW) processes. To address this, tribal governments must ensure that they are seen as strong, legitimate, sovereigns which for the Navajo Nation struggles. The Navajo Nation government struggles with maintaining and fostering positive work cultures as well as improving coordination between the three levels of government. While the NNWO falls under the executive branch, there is a duty and responsibility to ensure that all stakeholders and elected tribal leaders have the appropriate support in order to advance the position of the Navajo Nation and achieve goals. As Executive Director, I would ensure that we maintain a positive, collaborative, and

---

transparent relationship with our regulatory body, the Navajo Nation Council, and all other appropriate stakeholders. I truly believe that in order for us to progress as a Nation we must be unified and work towards a common goal for the benefit of our people.

Thank you for your time and consideration and if you have any questions or concerns, I welcome to opportunity to meet in person.

Very Respectfully,



Justin C. Ahasteen



# NAVAJO NATION

81

4/18/2023

Navajo Nation Council Spring Session

02:43:34 PM

Amd# to Amd#

Legislation 0030-23: Confirming  
the Appointment of Justin  
Ahasteen as the Executive  
Director of the Navajo Nation...

PASSED

MOT Tolth, G  
SEC James, V

Yeas : 20

Nays : 0

Excused : 1

Not Voting : 2

## Yea : 20

Arviso, S  
Aseret, L  
Begay, H  
Begay, N  
Charles-Newton, E

Claw, S  
Damon, S  
Daniels, H  
James, V  
Jesus, B

Johnson, C  
Nez, A  
Nez, R  
Notah, N  
Parrish, S

Simonson, G  
Slater, C  
Tolth, G  
Tso, O  
Yazzie, C

## Nay : 0

## Excused : 1

Crotty, A

## Not Voting : 2

Yanito, C

Simpson, D

Presiding Speaker: Curley, C