

**LEGISLATIVE SUMMARY SHEET**

Tracking No. 0016-23

**DATE:** February 6, 2023

**TITLE OF RESOLUTION:** RELATING TO NAABIK'ÍYÁTI' COMMITTEE AND THE NAVAJO NATION COUNCIL; CONFIRMING THE APPOINTMENT OF SHAWNEVAN DALE AS EXECUTIVE DIRECTOR OF THE DIVISION OF GENERAL SERVICES

**PURPOSE:** This resolution, if approved, confirms Shawnevan Dale as Executive Director of the Division of General Services.

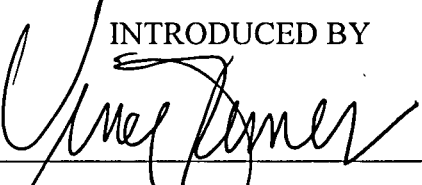
**This written summary does not address recommended amendments as may be provided by the standing committee. The Office of Legislative Counsel requests each committee member to review the proposed resolution in detail.**

5-DAY BILL HOLD PERIOD: 4 hours  
Website Posting Time/Date: 3:21pm; 02-09-23  
Posting End Date: 02-14-23  
Eligible for Action: 02-15-23

Naabik'iyáti' Committee  
Thence  
Navajo Nation Council

PROPOSED NAVAJO NATION COUNCIL RESOLUTION  
25<sup>TH</sup> NAVAJO NATION COUNCIL – First Year, 2023

INTRODUCED BY

  
(Prime Sponsor)

TRACKING NO. 0016-23

AN ACTION

RELATING TO NAABIK'ÍYÁTI' COMMITTEE AND THE NAVAJO NATION  
COUNCIL; CONFIRMING THE APPOINTMENT OF SHAWNEVAN DALE AS  
EXECUTIVE DIRECTOR OF THE DIVISION OF GENERAL SERVICES

**SECTION ONE. AUTHORITY**

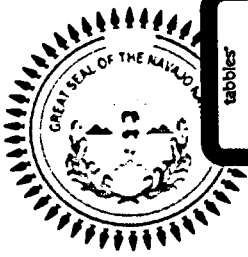
- A. The Navajo Nation Council is the governing body of the Navajo Nation. 2 N.N.C. § 102 (A).
- B. A proposed resolution requiring final action by the Navajo Nation Council shall be assigned to the Naabik'iyáti' Committee. 2 N.N.C. §164(A)(9).

**SECTION TWO. FINDINGS**

- A. The Navajo Nation President shall appoint an Executive Director to the Division of General Services that is confirmation by the Navajo Nation Council. 2 N.N.C. §1253.
- B. The appointed Executive Director of the Division of General Services serves at the pleasure of the Navajo Nation President. 2 N.N.C. §1253.
- C. The Navajo Nation President appoints Shawnevan Dale as the Executive Director of the Division of General Services. Mr. Dale's appointment letter and résumé are attached as Exhibit A.

**SECTION THREE. Confirmation of the Executive Director of the Division of General Services**

The Navajo Nation Council confirms the Navajo Nation President's appointment of Mr. Shawnevan Dale as the Executive Director of the Division of General Services.



**DR. BUU NYGREN** *PRESIDENT*  
**RICHELLE MONTOYA** *VICE PRESIDENT*

**The Navajo Nation | Yideeskáadi Nitsáhákees**

January 10, 2023

Shawnevan Dale  
P.O. Box 8888  
Chambers, AZ 86502

**RE: Appointment as General Services Division Director**

Dear Mr. Dale,

We are pleased to offer you an appointment to serve as the Division Director of General Services for the Navajo Nation. This appointment takes affect at 12:00 p.m. on January 10, 2023. We are so pleased you verbally accepted this position and have started your new role. Your salary is \$90,995.00.

Thank you for agreeing to serve the Nygren-Montoya Administration, the youngest Navajo Nation President elected, and the first woman to be Vice President. Together we will work hard for the Navajo people at the hogan level.

Ahéhee'

Dr. Buu Nygren, *President*  
**THE NAVAJO NATION**

Richelle Montoya, *Vice President*  
**THE NAVAJO NATION**

# SHAWNEVAN DALE

(928)XXX-XXXX | [shawnevandale@gmail.com](mailto:shawnevandale@gmail.com) | PO Box XXX, Chambers, AZ 86502

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## PROFILE & INTRODUCTION

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I am a registered voter of Wide Ruins Chapter and currently reside on La Pinta Mesa south of Wide Ruins near Chambers, AZ. I am a fluent speaker of the Navajo Language.

Analytical and policy driven professional with fifteen (16) years of experience working for the Navajo Nation in three varying capacities. Proven track record of accomplishing goals and tasks in a timely fashion, excellent visionary, excellent business decision making skills. In a second-tier management position with a very complex job responsibility. Areas of expertise:

- |                              |                      |                           |
|------------------------------|----------------------|---------------------------|
| • NN FMIS Certified (6B)     | • NAHASDA            | • IRR Funds               |
| • Insurance Placement        | • Fiscal Planning    | • Contingency Planning    |
| • Policy Review Evaluation   | • Risk Assessment    | • Contracts               |
| • Policy Analysis & Research | • Tribal Sovereignty | • Lobbying                |
| • Legislative Process        | • Project Management | • Federal Tort Claims Act |
| • Construction Mgt.          | • Tort Statutes      | • Strategic Planning      |

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## PROFESSIONAL EXPERIENCE

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**The Navajo Nation, Window Rock, AZ**  
**Program Supervisor II (Risk Manager)**

**October 5, 2015 – January 10, 2023**

Supervises and coordinates the Risk Management Program; assures program responsibilities are in compliance with underwritten policies; Organizes and makes administrative decisions that may significantly impact the risk management program, such as personnel, budget, procurement or similar administrative responsibilities which support and directly affect the operation of the program; plans, evaluates and improves program delivery; sets standards and goals for the overall risk management program. Identifies staffing levels and employee development requirements; establishes performance criteria; ensures compliance with budgetary limitations; provides accounting and expenditure control for program budget; responsible for the administration and compliance of insurance participation agreements, reviews terms and condition of agreements; develops and implements internal control mechanisms, procedures and guidelines to maintain program accountability; interacts with various government agencies in regards to Federal Tort Claims Act (FTCA). Monitor and review local, state, and Federal regulations that may impact the Nations' Sovereignty.

- Financial Acumen. Must understand and master the different financial indicators which are tied to the Nation's assets, business lines, platforms, regions, markets, regulations and stakeholders. Additionally, the risk manager also needs to manage the Nation's P&L, time, resources and funding. Moreover, the Risk Manager sometimes translates not very objective concepts and risks into specific and measurable items, such as key risk indicators that play a key factor in the Nation's liabilities. The Risk Manager must make sound and quick decisions.
- Analytical Skills and reviewing details.
- Industry and Market Knowledge. Understand Market trends in insurance. Know the key factors that drive an insurance policy. Must be able to predict the trends based on all variables.
- Ability to work under stress.
- Technical Skill, Negotiations and the ability to influence people.
- Good Communication and Presentation Skills.

- Endurance to Regulation. Monitor all local, state and national regulations that may impact the overall Sovereignty of the Navajo Nation.

**The Navajo Nation, Window Rock, AZ**  
**Safety Officer, Navajo OSHA**

**June 12, 2011-October 5, 2015**

Enforces the Navajo Nation Occupational Safety & Health Act of 2000. Conducts safety and health inspections; makes recommendations and works with local management, state and federal governmental agencies to improve safety and health work environment; recommends procurement of health and safety tools and equipment; ensures proper use and operation of equipment. Schedules, plans, and implements training for workers in accordance with federal requirements; updates and presents training materials, manuals and information; prepares and maintains training records; provides on-the-job training and safety training; attends training and workshops. Conducts investigations of serious and fatal accidents related to industrial operations; prepares and maintains reports and records of all accidents; investigates and monitors loss or theft of resources; prepares and maintains tools, equipment, supplies and materials and/or vehicles to use and assists with investigations; coordinates with other regulatory agencies for improving health and safety operations. Works closely with the Director to address budgetary concerns, budgets and prepares funding requests to oversight. Manage the Consultation Program for Navajo OSHA, coordinates and collaborates with Fed OSHA, ADOSH and NM OSHA on cross jurisdictional matters. Also serves as liaison between safety enforcement agencies in El Paso, Denver, Albuquerque and Phoenix.

**The Navajo Nation, Window Rock, AZ**  
**Senior Safety Technician-Risk Management**

**June 11, 2007-June 10, 2011**

Plans, organizes, coordinates, and monitors safety programs to promote and maintain occupational safety and health programs; conducts field inspections of office space, buildings, facilities, and properties related to egress, emergency plans, electrical, fire, equipment hazards, security, and storage; assesses fire alarms, fire extinguishers, first aid kits, smoke, and carbon monoxide detectors; maintains log sheet to record carbon monoxide peak levels; extracts, analyzes and interprets data/findings for probable cause; develops, compiles and coordinates training materials; provides training, presentations and orientations on general safety standards in the workplace and instructions related to responsibilities, preparedness and awareness. Identifies hazards and recommends corrective action or training; refers corrective action to maintenance and/or appropriate individual/agency; researches code and regulations and makes recommendations related to minimum requirements square footage, emergencies, accessibility, storage of supplies and chemicals; reviews floor plans and makes recommendations related to effective utilization of space and emergency egress; observes and monitors construction, renovation of building, facilities and infrastructure to ensure safety regulations are followed and construction is in compliance with applicable codes and regulations. Gathers air samples for testing to identify hazards in areas with possible toxic fumes; responds to emergency incidents/accidents; assesses and investigates the scene, photographs area, secures names of investigators, witnesses and identifies types of properties; prepares required reports; coordinates communication with emergency personnel and assesses if debriefing is necessary; conducts needs assessment; conducts fire drills and participates in mock disaster drills, attends meetings; participates in planning conferences.

**Hamon Corporation, Sommerville, NJ & Brussels, Belgium**  
**Construction Superintendent**

**April 10, 2002 – November 30, 2005**

Ensure projects are delivered successfully and on time. They collaborate with engineers and subcontractors to define project needs and oversee staff performance. Monitor projects from planning to completion, including tasks such as budgeting and scheduling. Follow quality standards and ensure the safety and security of the construction site. Communicates and negotiates with external partners, such as vendors and lawyers. Collaborate with engineers, subcontractors, etc. to determine

*Shawnevan Dale Resume*

*pg. 2*

project needs; Set performance goals and deadlines; Plan construction processes; Estimate costs and ensure the project is on budget; Supervise staff and provide constructive feedback; Monitor and report on project progress; Plan inspections and obtain construction permits from local authorities; Implement safety and quality guidelines; Order the appropriate equipment and arrange for regular maintenance; Keep track of material stock and orders; Ensure the job site remains safe, clean, and orderly; Resolve on-site issues and emergencies

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## EDUCATION

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### **Masters of Business Administration-Leadership, IN PROGRESS**

#### **Southern Utah University**

Build on the foundations of leadership by becoming more aware of your natural leadership style. Explore how your personal leadership impacts others and what you can do to become a more effective and authentic leader  
Learn what it takes to lead effective teams, applying principles in the areas of trust, accountability, conflict resolution, team building, and nurturing multicultural and virtual teams

### **Bachelor of University Studies, May 2015**

#### **The University of New Mexico**

Multi-discipline: Political Science, Communication, Business and Native American Studies. Emphasis in Political Science and American Indian/Minority Policy

### **Associates of General Studies, July 2014**

#### **The University of New Mexico**

General Studies degree with an emphasis in business law & communication.

### **Associates of Applied Studies, May 2007**

#### **The University of New Mexico-Gallup**

Degree in Construction Techni-Business. Degree focused on the business aspect of construction trades and regulations that apply.

### **High School Diploma, May 1996**

#### **Gallup High School – Gallup, NM**

New Mexico Common Core requirements completed to graduate.

# The University of New Mexico

Gallup Branch

has conferred upon

Shamneen Hale

the degree of

Associate of Applied Science in

Construction Technology-business

with all the rights and privileges appertaining to that degree,  
in testimony whereof the Regents of the University upon recommendation  
of the Faculty have granted this diploma bearing the seal of the University  
this twelfth day of May, two thousand and seven.

*John W. Wicks*

President of the Regents

*Carroll J. Smith*

Secretary of the Regents



*Paul D. Conbrock*  
Professor of the University

*William Valencia*  
Secretary of the University



# The University of New Mexico

College Branch

has conferred upon

Shamneen Hale

the degree of

Associate of Applied Science in

General Studies

with all the rights and privileges appertaining to that degree,  
in testimony whereof the Regents of the University upon recommendation  
of the Faculty have granted this diploma bearing the seal of the University  
this twenty-sixth day of July, two thousand and fourteen.

Jack L. Fortner  
President of the Regents

Bradley Chasner  
Secretary of the Regents



Robert C. Farnes  
President of the University

Charles H. Abell  
Proctor of the University

# The University of New Mexico

has conferred upon

Shamunee Dale

the degree of

Bachelor of Liberal Arts

Liberal Arts

with all the rights and privileges appertaining to that degree,  
in testimony whereof the Regents of the University upon recommendation  
of the Faculty have granted this diploma bearing the seal of the University  
this ninth day of May, two thousand and fifteen.

*Conferencium*

President of the Regents

*Samuel K. Rogers*

Secretary of the Regents



*Bennett S. Stokes*

President of the University

*Samuel K. Rogers*

Protost of the University

# Gallup High School



Gallup

New Mexico

This Certifies That

Shafonevan Dale

Has satisfactorily completed the Course of Study prescribed by the Board of Education for the High School Department and is therefore entitled to this

## Diploma

Given this seventeenth day of May, nineteen hundred and ninety-six.

*Edw. M. M. O.*  
President of The Board of Education

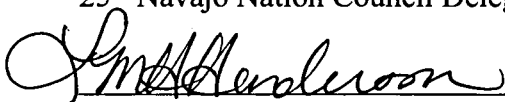
*W. J. J. J.*  
Secretary of The Board of Education

*Ramon F. F.*  
Superintendent of Schools  
*Jane Smith*  
Principal of High School



## MEMORANDUM

TO: Vince James  
25<sup>th</sup> Navajo Nation Council Delegate

FROM:   
Loya M. Honaghaahnii Henderson  
Office of Legislative Counsel

DATE: February 6, 2023

SUBJECT: RELATING TO NAABIK'ÍYÁTI' COMMITTEE AND THE NAVAJO  
NATION COUNCIL; CONFIRMING THE APPOINTMENT OF SHAWNEVAN DALE  
AS EXECUTIVE DIRECTOR OF THE DIVISION OF GENERAL SERVICES

I have prepared the above-referenced proposed resolution and associated legislative summary sheet pursuant to your request for legislative drafting. Based on existing law and review of documents submitted, the resolution as drafted is legally sufficient. As with any action of government however, it can be subject to review by the courts in the event of proper challenge.

The Office of Legislative Counsel confirms the appropriate standing committee(s) based on the standing committees powers outlined in 2 N.N.C. §§301, 401, 501, 601 and 701. Nevertheless, "the Speaker of the Navajo Nation Council shall introduce [the proposed resolution] into the legislative process by assigning it to the respective oversight committee(s) of the Navajo Nation Council having authority over the matters for proper consideration." 2 N.N.C. §164(A)(5).

Please ensure that his particular resolution request is precisely what you want. You are encouraged to review the proposed resolution to ensure that it is drafted to your satisfaction.

THE NAVAJO NATION  
LEGISLATIVE BRANCH  
INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: \_0016-23\_

SPONSOR: Vince James

**TITLE: An Action Relating to the Naabik'iyáti Committee and Navajo Nation Council; Confirming the Appointment of Shawnevan Dale as Executive Director of the Division of General Services**

***Date posted:*** February 09, 2023 at 3:21PM

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.*