

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

23RD NAVAJO NATION COUNCIL - Third Year, 2017

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES; AMENDING THE
NAVAJO NATION PERSONNEL POLICIES MANUAL, SECTION VII. SALARY
AND WAGE ADMINISTRATION ESTABLISHING A TIMELINE FOR PROCESSING
EMPLOYEE PERFORMANCE APPRAISAL FORMS

BE IT ENACTED:

SECTION ONE. AUTHORITY

- A. The Navajo Nation Council established the Health, Education and Human Services ("HEHS") Committee as a standing committee with the purpose to oversee Navajo Nation efforts in implementing and ensuring compliance with Navajo Nation employment and labor laws and policies. 2 N.N.C. §§ 400(A) and (C)(3).
- B. The Health, Education and Human Services Committee shall have the enumerated powers to establish Navajo Nation policy, promulgate rules and regulations governing the Navajo Nation's human services. 2 N.N.C. § 401 (B)(1).
- C. The Health, Education and Human Services Committee serves as the oversight for the Division of Human Resources. 2 N.N.C. § 401 (C)(1).

SECTION TWO. FINDINGS

- A. The Navajo Nation Personnel Policies Manual ("NNPPM") may be amended from time to time by the Health, Education and Human Services Committee at the recommendation of the Division of Human Resources, which include the Department of Personnel Management and the divisions of the Executive Branch and Legislative Branch. Navajo Nation Personnel Policies Manual, § I (D) (January 1, 2015).

- B. The Health, Education and Human Services Committee of the Navajo Nation Council has learned that the Department of Personnel delays action on the Employee Performance Appraisal forms it receives until it has received all the forms from the entire Division of which the submitting unit is an administrative part.
- C. This practice, which is not required or endorsed in policy or procedure, results in undue delay in addressing employee performance and overall effectiveness of the Navajo Nation workforce.
- D. The Health, Education and Human Services Committee of the Navajo Nation Council finds it in the best interest of the Navajo Nation and its employees for Employee Performance Appraisal forms be acted upon receipt by the Department of Personnel and that the Personnel Policies Manual be appropriately amended to so require.

SECTION THREE. AMENDMENTS

The Navajo Nation hereby amends Sections VII of the Navajo Nation Personnel Policies Manual as follows:

XI. EMPLOYEE PERFORMANCE APPRAISAL

A. Policy

The policy of the Navajo Nation is to encourage and promote optimal employee performance using program management objectives. Every employee must receive a performance appraisal at least once a year. All employee performance appraisals shall be accepted and acted upon by the Department of Personnel Management as received by each submitting unit and shall not be unduly delayed pending receipt of the entire Division's forms.

SECTION FOUR. APPROVAL OF THE AMENDMENTS TO THE NAVAJO NATION PERSONNEL POLICIES MANUAL

The Health, Education and Human Services Committee of the Navajo Nation Council approves the amendments of the Navajo Nation Personnel Policies Manual.

SECTION FIVE. EFFECTIVE DATE

The effective date of the amendments to the Navajo Nation Personnel Policies Manual is the date it is certified by the presiding Chairperson of the Health, Education and Human Services Committee of the Navajo Nation Council.

CERTIFICATION

I hereby certify that the foregoing resolution was duly considered by the Health, Education and Human Services Committee of the Navajo Nation Council at a duly called meeting held at Window Rock, Navajo Nation (Arizona), at which a quorum was present and that the same was passed by a vote of 3 in favor and 0 opposed, this 13th day of November, 2017



Norman M. Begay, Vice Chairperson
Health, Education and Human Services Committee

Motion: Honorable Amber Kanazbah Crotty
Second: Honorable Nelson S. BeGaye