LEGISLATIVE SUMMARY SHEET
Tracking No. 0275-19

DATE: September 12 , 2019

AN ACTION RELATING TO RESOURCES AND DEVELOPMENT AND BUDGET AND FINANCE COMMITTEES; ACCEPTING THE SPECIAL REVIEW OF THE SMITH LAKE CHAPTER SUBMITTED BY THE OFFICE OF THE AUDITOR GENERAL AND APPROVING THE CORRECTIVE ACTION PLAN SUBMITTED BY THE SMITH LAKE CHAPTER

PURPOSE: Accepting the Audit Report and corrective action plan for Smith Lake Chapter.

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 review the proposed resolution in detail.

5-DAY BILL HOLD PERIOD: _____
Website Posting Time/Date: 5:36PM 9-19-19
Posting End Date: 9-24-19
Eligible for Action: 9-25-19

Resources & Development Committee
Thence
Budget & Finance Committee

PROPOSED STANDING COMMITTEE RESOLUTION

24th NAVAJO NATION COUNCIL -- First Year, 2019

INTRODUCED BY

_____
(Prime Sponsor)

TRACKING NO. 0275-19

AN ACTION

RELATING TO RESOURCES AND DEVELOPMENT AND BUDGET AND FINANCE COMMITTEES; ACCEPTING THE SPECIAL REVIEW OF THE SMITH LAKE CHAPTER SUBMITTED BY THE OFFICE OF THE AUDITOR GENERAL AND APPROVING THE CORRECTIVE ACTION PLAN SUBMITTED BY THE SMITH LAKE CHAPTER

BE IT ENACTED:

SECTION ONE. AUTHORITY

A. The Resources and Development Committee is the oversight committee for the Navajo Nation Chapters. 2 N.N.C. § 500 (C).

B. The Budget and Finance Committee (BFC) is a standing committee of the Navajo Nation Council and is charged with receiving and approving chapter audit reports from the Auditor General. 2 NNC § 300 (A); 12 NNC §§ 6 (A) and 7 (D).

SECTION TWO. FINDINGS

A. In June, 2017, the Auditor General conducted a Special Review of the Smith Lake Chapter, Report No. 18-33. See Exhibit A.

B. A corrective action plan was developed by the Smith Lake Chapter in November, 2018. See Exhibit B.

SECTION THREE. ACCEPTANCE AND APPROVAL

A. The Navajo Nation hereby accepts and approves the Auditor General's Report No. 18-33, September 2018, A Special Review of Smith Lake Chapter as found at Exhibit A and the Corrective Action Plan as submitted by the Chapter as found at Exhibit B.

B. The Navajo Nation directs the Office of the Auditor General to provide copies of the Smith Lake Chapter's Corrective Action Plan to the Resources and Development Committee, as part of their oversight responsibility for the Chapters. 12 N.N.C. § 7 (F) (2009).

C. The Navajo Nation directs the Smith Lake Chapter to submit a written status report on its progress in implementing the Corrective Action Plan to the Office of the Auditor General six months after the approval of this resolution. 12 N.N.C. § 7 (F) (2009).

D. The Navajo Nation directs the Office of the Auditor General to review Smith Lake Chapter's written status report and report to the Resources and Development Committee, as well as the Budget and Finance Committee. 12 N.N.C. § 7 (F) (2) (2009).

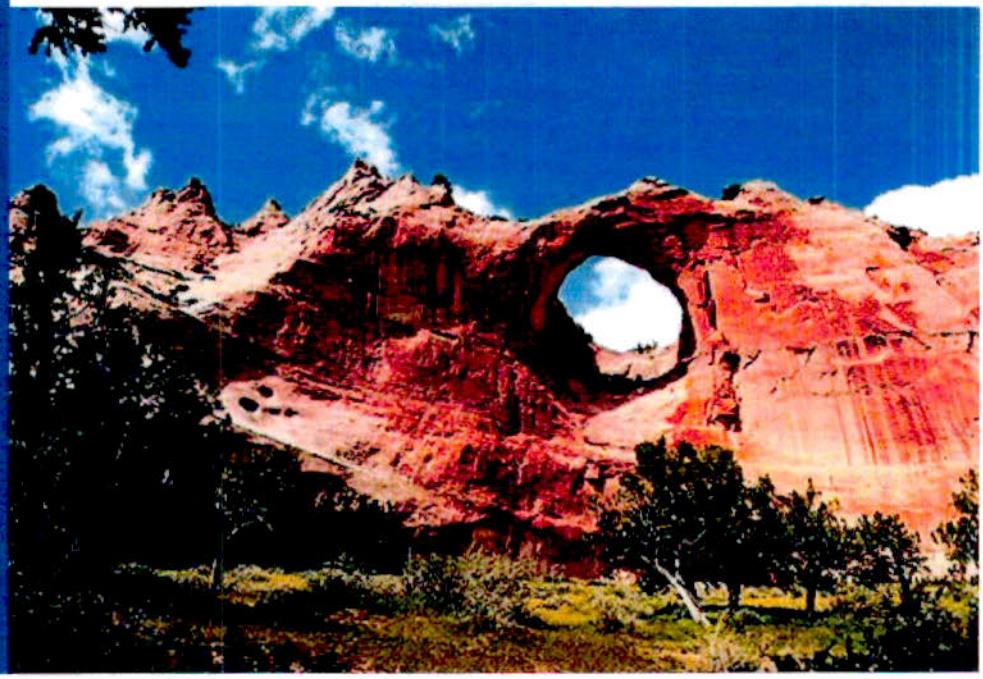
E. The Navajo Nation hereby directs the Office of the Auditor General to conduct a follow-up review twelve (12) months after the approval of this resolution to verify actions claimed to have been taken by the Smith Lake Chapter, to issue a written follow-up report indicating the Smith Lake Chapter's progress in implementing the Corrective Action Plan, and to make recommendations to the Resources and Development Committee, as well as the Budget and Finance Committee.

EXHIBIT
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OFFICE OF THE AUDITOR GENERAL

The Navajo Nation

A Special Review of Smith Lake Chapter



Report No. 18-33
September 2018

Performed by:
Karen Briscoe, Principal Auditor
Summer Tracy, Associate Auditor

Office of the Auditor General
The Navajo Nation

Elizabeth O. Begay, CIA, CFE
Auditor General

September 27, 2018

Anselm Morgan, President
SMITH LAKE CHAPTER
P.O. Box 60
Smith Lake, NM 87365

Dear Mr. Morgan:

The Office of the Auditor General herewith transmits Audit Report No. 18-33, A Special Review of the Smith Lake Chapter. The audit objective was to verify Chapter funds were spent in accordance with Navajo Nation and Chapter policies and procedures. During the period of examination - October 1, 2015 to September 30, 2017 - $446,423 was disbursed. Our review revealed the Chapter has not implemented appropriate controls and compliance with laws. Listed below are the issues identified:

FINDING I: Property Management and Reporting was found to be deficient as evidenced by the following issues:

- Fixed assets are not reported in financial statements;
- Insurance for Chapter property is not obtained timely;
- Not all Chapter property items are tagged with identification numbers, and tagged items have property identification numbers that do not match the inventory.

FINDING II: New hires are not all reported to the State.
FINDING III: There are no documented controls in place for the management of Chapter projects.
FINDING IV: Complete financial reports are not provided to the community each month.

Detailed explanations on all audit issues can be found in the body of the report. The audit report provides recommendations for remediation of the reported findings. Also in addition to the four reported findings, other issues for consideration not significant to the audit objectives but warrant the attention of those charged with governance was reported separately from this audit report to the Chapter official and administration staff.

If you have any questions about this report, please call our office at (928) 871-6303.

Sincerely,

Elizabeth Begay, CIA, CFE
Auditor General

xc: Elerina Yazzie, Vice-President
Malissa Hill Begay, Secretary/Treasurer
Edmund E. Yazzie, Council Delegate
Leatricia Kay Bennett, Community Services Coordinator
SMITH LAKE CHAPTER
Johnny Johnson, Department Manager II
AMINISTRATIVE SERVICES CENTER/DCD
Chrono

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INTRODUCTION AND BACKGROUND

The Office of the Auditor General conducted a Special Review of the Smith Lake Chapter for the 24-month period ending September 30, 2017 pursuant to the authority vested in the Office of the Auditor General by 12 N.N.C., Chapter 1, § 1 - 10. The special review was conducted to verify if Chapter funds were spent in accordance with Navajo Nation and Chapter policies.

The Smith Lake Chapter is a political subdivision of the Navajo Nation and is considered a general purpose local government for reporting purposes. Navajo Nation Chapters are required to operate under Title 26 of the Navajo Nation Code, the Local Governance Act. The Chapter administrative duties are performed by the Community Services Coordinator and Accounts Maintenance Specialist. Oversight responsibility is provided by the elected Chapter officials and Administrative Service Center.

The majority of Chapter resources are provided through appropriations from the Navajo Nation central government. These appropriations are intended to fund direct and indirect services at the local chapter government level. The direct services funds are considered restricted funds with specific intended purposes. The Chapter also generates internal revenues from fees collected for providing miscellaneous services.

Table 1 shows the Chapter's total resources available for the 24-month audit period ending September 30, 2017. Any unexpended funds at the end of the fiscal year are carried over to the next fiscal year.

Table 1
Budget and Actual Expenditures for Total Resources
24-month audit period October 1, 2015 through September 30, 2017

Fund Names	Budget	Actual	Available
Chapter Activities Fund	$ 7,351	$ 6,180	$ 1,171
Land Claims Trust Fund	$ 36,004	$ 28,078	$ 7,926
Grazing Official Stipend Fund	$ 423	$ 423	$ -
Summer Youth Fund	$ 45,803	$ 41,669	$ 4,135
Housing Discretionary Fund	$ 17,125	$ 394	$ 16,731
Local Governance Act Fund	$ 54,545	$ 47,691	$ 6,854
Chapter Stipend Fund	$ 74,406	$ 70,089	$ 4,317
Scholarship Fund	$ 4,289	$ 4,034	$ 255
Public Employment Fund	$ 113,419	$ 109,816	$ 3,604
Veterans Fund	$ 3,860	$ 2,180	$ 1,680
Emergency Fund	$ 23,160	$ 27,205	$ (4,046)
Sales Tax Fund	$ 29,606	$ 28,392	$ 1,214
Chapter Project Fund	$ 174,804	$ 79,390	$ 95,413
Junk Food Tax Fund	$ 3,002	$ 882	$ 2,120
Total:	**$ 587,797**	**$ 446,423**	**$ 141,374**

Source: The Office of the Auditor General compilation of Navajo Nation appropriations and Chapter internally generated revenues and expenditures.

Of the $587,797 total available resources, $446,423 was spent during the 24-month period.

OBJECTIVE, SCOPE, AND METHODOLOGY

The following objectives were established for this audit:

1. Determine if Chapter property management includes financial statement reporting of fixed assets, insuring of property, and tagging of property.
2. Determine if new hires are reported to the State.
3. Determine if appropriate controls are in place for the management of Chapter projects.
4. Determine if complete financial reports are provided to the Chapter membership each month at a Chapter meeting.

The audit covers activities for the 24-month period of October 1, 2015 through September 30, 2017.

To meet the audit objectives, we interviewed Chapter administration and officials, observed Chapter operations, and examined available records. Additionally, we judgmentally selected a set of expenditure samples and reviewed the process to determine if there were adequate and executed controls including adherence to compliance requirements.

GOVERNMENT AUDITING STANDARDS

We conducted this performance audit in accordance with generally accepted government auditing standards. Those standards require that we plan and perform the audit to obtain sufficient, appropriate evidence to provide a reasonable basis for our findings and conclusions based on our audit objectives. We believe that the evidence obtained provides a reasonable basis for our findings and conclusions based on our audit objectives.

The Office of the Auditor General would like to express its appreciation to the Smith Lake Chapter officials and administration for their cooperation and assistance throughout the audit.

REVIEW RESULTS

FINDING I: **PROPERTY MANAGEMENT AND REPORTING WAS FOUND TO BE DEFICIENT AS EVIDENCED BY THE FOLLOWING ISSUES.**

ISSUE 1: **FIXED ASSETS ARE NOT REPORTED IN THE FINANCIAL STATEMENTS.**

CRITERIA: The Fiscal Policies and Procedures, Section VII.F, requires the Accounts Maintenance Specialist to record fixed assets to the accounting system so they are included in the financial statements.

CONDITION: The financial statements did not report the value of Chapter fixed assets (such as buildings, heavy equipment, etc.).

EFFECT: The Chapter's assets are understated by $485,000 in the financial statements.

CAUSE: The Accounts Maintenance Specialist does not know how to record the value of fixed assets to the accounting system and has not contacted the Administrative Service Center for technical assistance to address this issue.

RECOMMENDATION:

1. Fixed assets need to be accurately accounted for in the financial statements. The Accounts Maintenance Specialist should contact the Administrative Service Center for technical assistance and training on recording fixed assets accurately in the accounting system.
2. The Community Services Coordinator should verify that the Accounts Maintenance Specialist records fixed assets to the accounting system.

ISSUE 2: **INSURANCE FOR CHAPTER PROPERTY IS NOT OBTAINED TIMELY.**

CRITERIA: The Property Policies and Procedures, Section IV, requires the Chapter to maintain adequate insurance coverage for Chapter property.

CONDITION: The Chapter did not have property insurance coverage for FY 2016 and 2017 because they allowed coverage to lapse until January 2018. The Chapter conducted a physical inventory in November 2017 and obtained insurance coverage for their property as of January 2018 to cover fiscal year 2018 from October 1, 2017 to September 30, 2018.

EFFECT: Chapter property valued at approximately $500,000 could be unrecoverable had there been theft or destruction.

CAUSE: The Community Services Coordinator did not direct the Accounts Maintenance Specialist or temporary employees to complete a physical inventory of Chapter property for FY 2016 and 2017. An annual physical inventory is required to complete the Underwriting Exposure Summary report, which along with the inventory list, is required by the Risk Management Department to obtain insurance.

RECOMMENDATION:

1. The Community Services Coordinator should ensure that a physical inventory is conducted annually, before year-end, by the Accounts Maintenance Specialist or temporary employees and submit it and the

Underwriting Exposure Summary report, to Risk Management Department.
2. The Accounts Maintenance Specialist should process and pay for property insurance in a timely manner to avoid lapses in coverage.

ISSUE 3: **NOT ALL CHAPTER PROPERTY ITEMS ARE TAGGED WITH IDENTIFICATION NUMBERS AND TAGGED ITEMS HAVE PROPERTY IDENTIFICATION NUMBERS THAT DO NOT MATCH THE INVENTORY.**

CRITERIA: The Property Policies and Procedures, Section VII, requires Chapter property to be tagged with identification numbers. In addition, the Chapter is required to maintain a complete and accurate asset list of Chapter property.

CONDITION: 10 of 30 (33%) property items reviewed were not tagged. In addition, 10 of the 20 (50%) property items that were tagged did not match the property number recorded in the inventory.

EFFECT: In the event of lost or stolen property, the Chapter will not be able to identify the property for insurance purposes.

CAUSE: In November 2017, the Community Services Coordinator assigned temporary employees to complete a physical inventory of property but did not direct them to ensure all property is tagged. In addition, the Community Services Coordinator and Accounts Maintenance Specialist acknowledged that they did not review their work for accuracy.

RECOMMENDATION:
1. The annual physical inventory process should include steps to ensure that all property is tagged and the property identification tags are accurate. The Community Services Coordinator should ensure that the physical inventory and verification of tags is done annually and prior to year-end.
2. The Community Services Coordinator and Accounts Maintenance Specialist should monitor and review the physical inventory to ensure its accuracy.

FINDING II: **NEW HIRES ARE NOT ALL REPORTED TO THE STATE.**

CRITERIA: Under New Mexico Law, Chapter 50, Article 13, employers are required to report newly hired and re-hired employees to the state within 20 days of their hire date. No one is exempt from reporting.

CONDITION: 30 out of 70 personnel files were reviewed to verify that new hires were reported to the State. 13 out of 30 (43%) personnel were not reported to the State of New Mexico as new hires. All 13 were under the age of 18.

EFFECT: The Chapter could be fined anywhere from $20 to $500 for each unreported new hire resulting in potential fines from $260 to $6,500 for the 13 employees.

CAUSE: The Accounts Maintenance Specialist did not know that individuals under the age of 18 are also required to be reported as new hires to the State. The Community Services Coordinator did not review the work of the Accounts Maintenance Specialist to ensure all new hires are reported.

RECOMMENDATION:

1. The Accounts Maintenance Specialist should access the state website for reporting requirements and have a copy on file at the Chapter for reference.
2. The Community Services Coordinator should periodically reconcile new hire reports to personnel files to verify that the Accounts Maintenance Specialist reported all new hires to the State.

FINDING III: **THERE ARE NO DOCUMENTED CONTROLS IN PLACE FOR THE MANAGEMENT OF CHAPTER PROJECTS.**

CRITERIA: The Fiscal Policies and Procedures, Section VII, states the Chapter must establish internal controls to ensure Chapter assets and resources are protected against waste, loss and inefficiency.

CONDITION: The Chapter does not have documented project management policies and procedures for planning, eligibility requirements, execution, monitoring, completion, and reporting of Chapter projects to protect the Chapter against waste, loss and inefficiencies. The Chapter spent $189,207 on numerous Chapter projects such as bathroom addition, house wiring, roofing, and renovation projects without proper project management to ensure projects are successfully completed with minimal or no waste, loss, and inefficiency.

EFFECT: Without formal policies and procedures to ensure proper planning and monitoring of projects, unforeseen issues may arise resulting in additional costs and lost time.

CAUSE: The Chapter officials and the Administrative Service Center do not monitor the Community Services Coordinator to ensure the Chapter has appropriate controls in place for project management.

RECOMMENDATION:

1. The Chapter staff and officials should document policies and procedures with appropriate controls for project management to include: planning, eligibility requirements, execution, monitoring, completion, and reporting for Chapter projects.
2. The Community Services Coordinator should ensure the policies and procedures are implemented.

FINDING IV: **COMPLETE FINANCIAL REPORTS ARE NOT PROVIDED TO THE COMMUNITY EACH MONTH.**

CRITERIA: Title 26 of the Local Governance Act, Section 1001.3 (i) and the Fiscal Policies and Procedures, Section VII.L requires the Chapter administration to generate basic financial statements including a balance sheet, the statement of revenues and expenditures and a budget to actual report. The Secretary/Treasurer is responsible for presenting the financial reports to the Chapter membership at a Chapter meeting each month.

CONDITION: Based on review of the Chapter meeting minutes, completed financial reports and an explanation of the Chapter's financial position is not presented to the membership each month. In FY 2016, the Chapter only provided a summary report of Chapter finances at the fiscal year-end. According to the Secretary/Treasurer, financial reports were provided to the Chapter membership during FY 2017 but this action was not documented in the meeting minutes.

EFFECT: In the absence of complete financial reports, the Chapter membership cannot make informed financial decisions.

CAUSE: In FY 2016, the Chapter staff did not provide the financial reports to the Secretary/Treasurer. In FY 2017, the Secretary/Treasurer did not document the financial report presentation in the meeting minutes.

RECOMMENDATION:

1. Chapter staff should provide all financial statements to the Secretary/Treasurer each month in preparation for the Chapter meeting.
2. The Secretary/Treasurer should report the budget to actual, balance sheet, and statement of revenues and expenditures to the community membership and explain the Chapter's financial position.
3. The Secretary/Treasurer should document the financial report presentation in the meeting minutes.

Conclusion

The Chapter is not consistently spending funds in accordance with Navajo Nation and Chapter policies and procedures. The Chapter has not implemented appropriate controls and is not in compliance with laws. These deficiencies resulted in the four findings identified in the audit report.



AUDITEE RESPONSE

SMITH LAKE CHAPTER
The Navajo Nation

P.O. Box 60 • Smith Lake, New Mexico 87365 • Phone: 505.786.2141 • Fax: 505.786.2143 • Email: smithlake@navajochapters.org

Russell Begaye, NN President *Jonathan Nez, NN Vice President* *Edmund Yazzie, Council Delegate*

August 27, 2018

RECEIVED
AUG 28 2018
OFFICE OF THE AUDITOR GENERAL

Ms. Elizabeth Begay, Auditor General
Navajo Nation
Window Rock, Arizona

Ref: Response to the Special Review

Smith Lake Chapter staff and officials have received the Special Review of Smith Lake Chapter. We understand there is a need for a plan of action to address the corrections that have been identified in the document with recommendations from the auditing staff.

Therefore, we will work together to develop a corrective action plan that suits the recommendations identified. This will be submitted to the Auditor's Office for review in the next 30 days as required.

Should you have any questions, please feel free to contact the Smith Lake Chapter at 505.786.2141.

Respectfully,

Leatricia Bennett Cowboy, Community Services Coordinator

CONCURRENCE:

Anselm Morgan, Chapter President

cc: Johnny Johnson, ASC Department Manager II
Chapter File

EXHIBIT "B"

SMITH LAKE CHAPTER
CORRECTIVE ACTION PLAN
NOVEMBER 2018

FINDINGS	CORRECTIVE ACTION PLAN	RESPONSIBLE PARTY	COMPLETION DATE
I. Property Management and Reporting was found to be deficient.			
A. Fixed assets are not reported in financial statements.	1. The community services coordinator and account maintenance specialist shall receive training in fixed assets.	Community Services Coordinator Account Maintenance Specialist	30-Aug-19
	2. The community services coordinator shall obtain building and equipment appraisals.	Community Services Coordinator	30-Aug-19
	3. The account maintenance specialist will record the fixed assets into the accounting system.	Account Maintenance Specialist	30-Aug-19
	4. The community services coordinator shall verify that the account maintenance specialist records the fixed assets to the accounting system.	Community Services Coordinator	30-Aug-19
	5. The chapter officials shall verify that staff reports fixed assets to the financial statement.	Chapter Officials	30-Aug-19
B. Insurance for Chapter property is not obtained timely.	1. The account maintenance specialist shall ensure that a physical inventory is conducted annually before the fiscal year end.	Account Maintenance Specialist	30-Aug-19
	2. The community services coordinator shall ensure the inventory is conducted and shall complete the Underwriting Exposure Summary report to the Risk Management Department.	Community Services Coordinator	30-Aug-19
	3. The account maintenance specialist shall process and pay for property insurance in a timely manner to avoid lapse in coverage.	Account Maintenance Specialist	30-Sep-19
C. Not all Chapter property items are tagged with identification numbers, and tagged items have property identification numbers that do not match the inventory.	1. The account maintenance specialist shall ensure that all property is tagged before the fiscal year end.	Account Maintenance Specialist	30-Aug-19
	2. The account maintenance specialist shall review the tagged property and reconcile to the property inventory listing for accuracy.	Account Maintenance Specialist	30-Aug-19
	3. The community services coordinator shall monitor and review the physical inventory to ensure its accuracy.	Community Services Coordinator	30-Aug-19
II. New hires are not all reported to the State.	1. The accounts maintenance specialist shall access the state website to report all new hires and to receive updates on reporting requirements. All reports will be filed at the chapter.	Account Maintenance Specialist	30-Apr-19
	2. The community services coordinator shall review new hire reports against personnel files to verify that the accounts maintenance specialist reported all new hire to the State.	Community Services Coordinator	30-Apr-19

SMITH LAKE CHAPTER
CORRECTIVE ACTION PLAN
NOVEMBER 2018

FINDINGS	CORRECTIVE ACTION PLAN	RESPONSIBLE PARTY	COMPLETION DATE
	3. The chapter vice-president and secretary treasurer shall work with the chapter staff to ensure all new hires are reported to the state during project and financial reviews.	Chapter Officials	30-Apr-19
III. There are no documented controls in place for the management of Chapter projects.	1. The chapter staff and officials shall conduct an overall review of existing policies and document appropriate necessary controls for project management. (Aspects of project management will include planning, eligibility requirements, execution, monitoring, completion, and reporting for chapter projects.)	Community Services Coordinator Account Maintenance Specialist Chapter Officials	30-Sep-19
	2. The chapter staff and officials shall develop new policies and procedures for infrastructure projects to include, but not limited to: bathroom addition, house wiring, roofing, and renovation; and, shall document appropriate controls for project management such as planning, eligibility requirements, execution, monitoring, completion, and reporting.	Community Services Coordinator Account Maintenance Specialist Chapter Officials	30-Sep-19
	3. The chapter officials shall present the revised and new policies and procedures to the community membership for approval; and, shall document certification of the policies and procedures by resolution. The chapter will implement the adopted policies and procedures.	Chapter Officials	30-Sep-19
	4. The chapter staff and officials shall contact, in writing, Administrative Service Center and Community Projects Management Department, within Division of Community Development, for technical assistance as necessary for policy development and project planning and development.	Community Services Coordinator Account Maintenance Specialist Chapter Officials	30-Sep-19
IV. Complete financial reports are not provided to the community each month.	1. The community services coordinator shall ensure that the account maintenance specialist provides copies of the budget to actual, balance sheet, and statement of revenues & expenditures to the secretary-treasurer in preparation for the monthly financial report to the community at the chapter meeting.	Community Services Coordinator Account Maintenance Specialist Chapter Officials	30-Sep-19
	2. The chapter officials, namely the secretary-treasurer, will report the financial information to the chapter membership at the chapter meeting and document this action in the meeting minutes. The officials shall work together to report when the secretary-treasurer is unavailable for reporting.	Chapter Officials	30-Sep-19

Smith Lake Chapter, P.O. Box 60, Smith Lake, New Mexico 87365
Phone: (505) 786-2141, Fax: (505) 786-2143
E-mail: smithlake@navajochapters.org

Jonathan Nez, President *Myron Lizer , Vice President*

RESOLUTION OF THE SMITH LAKE CHAPTER
No. SLC -05-2019-005

Accepting the 2016-2017 Audit performed by the Navajo Nation Office of the Auditor General by approving the Smith Lake Chapters' Corrective Action Plan.

WHEREAS:

1. Smith Lake Chapter is a duly recognized and certified local government of the Navajo Nation Government, pursuant to 2 N.N.C., Section 400, and Section 1 (B.) Smith Lake Chapter is vested with the authority and responsibility to promote, to receive, act upon and protect the interest of the general welfare of its constituents and interact with other entities of the Navajo Nation and other local agencies for appropriate actions, and

2. The Smith Lake Chapter and the Office of the Auditor General worked together to complete the Chapter Financial Audit of 2016-2017.

3. The Smith Lake Chapter responded to the audit findings with a corrective action plans which detailed mitigating future financial improprieties.

4. The Smith Lake Chapter Administration is diligent about the internal controls and documentation adhering to the accounting principles.

NOW THEREFORE BE IT RESOLVE THAT:

1. Accepting the 2016-2017 Audit performed by the Navajo Nation Office of the Auditor General by approving the Smith Lake Chapters' Corrective Action Plan.

CERTIFICATION

We hereby certify that the foregoing resolution was duly considered at a duly called meeting at Smith Lake Chapter, Navajo Nation, New Mexico at which a quorum was present, and that same was passed by a vote of 16 in favor, 00 opposed, and 02 abstained on this 23rd day of May 2019.

Motioned: Pauline Mariano Second the motion: Jean Whitehorse

Anselm Morgan, President

Elerina Yazzie, Vice President

Malissa Hill-Begay, Secretary/Treasurer

Office of Legislative Counsel
Telephone: (928) 871-7166
Fax # (928) 871-7576

Honorable Seth Damon
Speaker
24th Navajo Nation Council

MEMORANDUM

TO: Honorable Edmund Yazzie
24th Navajo Nation Council

FROM: Edward A. McCool, Acting-Chief Legislative Counsel
Office of Legislative Counsel

DATE: September 12, 2019

AN ACTION RELATING TO RESOURCES AND DEVELOPMENT AND BUDGET AND FINANCE COMMITTEES; ACCEPTING THE SPECIAL REVIEW OF THE SMITH LAKE CHAPTER SUBMITTED BY THE OFFICE OF THE AUDITOR GENERAL AND APPROVING THE CORRECTIVE ACTION PLAN SUBMITTED BY THE SMITH LAKE CHAPTER

As requested, 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. Please ensure that this 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 Office of Legislative Counsel confirms the appropriate standing committee(s) based on the standing committees powers outlined in 2 N.N.C. §§500, 501. 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).

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.

THE NAVAJO NATION
LEGISLATIVE BRANCH
INTERNET PUBLIC REVIEW PUBLICATION

LEGISLATION NO: 0275-19 SPONSOR: Edmund Yazzie

TITLE: An Action Relating Resources And Development And Budget And Finance Committees; Accepting The Special Review Of The Smith Lake Chapter submitted By The Office Of The Auditor General And Approving The Corrective Action Plan Submitted By The Smith Lake Chapter

Date posted: September 19, 2019 at 5:36 PM

Digital comments may be e-mailed to 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.: 0275-19

SPONSOR: Honorable Edmund Yazzie

TITLE: An Action Relating to Resources and Development and Budget and Finance Committees; Accepting the Special review of the Smith Lake Chapter submitted by The Office of The Auditor General and approving the Corrective Action Plan submitted by the Smith Lake Chapter

Posted: September 189, 2019 at 5:36 PM

5 DAY Comment Period Ended: September 24, 2019

Digital Comments received:

Comments Supporting	*None*
Comments Opposing	*None*
Inconclusive Comments	*None*

Legislative Tracking Secretary
Office of Legislative Services

9/25/19 8:33am
Date/Time