

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

23RD NAVAJO NATION COUNCIL - First Year, 2015

AN ACTION

RELATING TO HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE; APPROVING AMENDMENTS TO THE PLAN OF OPERATION FOR THE NAVAJO NATION TELECOMMUNICATION & UTILITIES DEPARTMENT WITHIN THE DIVISION OF GENERAL SERVICES

BE IT ENACTED:

SECTION ONE. FINDINGS

- A. The Health, Education and Human Services Committee (HEHSC) is established as a standing committee of the Navajo Nation Council with oversight committee for the Division of General Services. 2 N.N.C. § 400(A); 2 N.N.C. § 401(C) (1).
- B. The Navajo Nation Telecommunication & Utilities (NNTU) department under the Division of General Services provides access to essential telecommunication and utilities service for the Navajo Nation government.
- C. Pursuant to the Plan of Operation previously adopted, amendments to the NNTU Plan of Operation may be approved by the Government Services Committee of the Navajo Nation Council in accordance with what was previously 2 N.N.C. § 343(B) (2). See GSCAU-27-09 attached as Exhibit A.
- D. On May 11, 2011, the Navajo Nation abolished the powers given to the Government Services Committee [CAP-10-11], specifically 2 N.N.C. § 343(B) (2).
- E. References in the Navajo Nation Code and other official documents to the Government Services Committee shall mean the Naabik'iyati' Committee unless the amendments enacted herein [CJA-03-13] or the context of previous law indicates otherwise. See CJA-03-13 at Section 5.
- F. Currently, the law indicates that the HEHSC may amend the Plan of Operation for NNTU as HEHSC was granted oversight over the Division of General Services to review, recommend or propose the adoption, amendment or rescission of its Plan of Operation. 2 N.N.C. § 401(C) (1).

G. Amongst the changes to the Plan of Operation for NNTU, some of the proposed amendments clarify that HEHSC is the legislative oversight committee and may amend the Plan of Operation if need be in the future.


H. The amended Plan of Operation for NNTU is attached as Exhibit B.

SECTION TWO. APPROVING AMENDMENTS TO THE PLAN OF OPERATION FOR THE NAVAJO NATION TELECOMMUNICATION & UTILITIES DEPARTMENT WITHIN THE DIVISION OF GENERAL SERVICES

The Navajo Nation hereby approves the amended Plan of Operation for the Navajo Nation Telecommunications & Utilities Department within the Division of General Services attached as Exhibit B.

C E R T I F I C A T I O N

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 at Fort Defiance, 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 11th day of September 2015.



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

Main Motion

Motioned: Honorable Amber Kanazbah Crotty
Seconded: Honorable Nathaniel Brown
Vice-Chairperson not voting

**PLAN OF OPERATION FOR THE
NAVAJO NATION TELECOMMUNICATION & UTILITIES
DIVISION OF GENERAL SERVICES**

SECTION I. ESTABLISHMENT

The Navajo Nation Telecommunication & Utilities (NNTU) department is established as a department within the Division of General Services, Executive Branch of the Navajo Nation Government.

SECTION II. PURPOSE

The purpose of the Navajo Nation Telecommunication & Utilities department is to plan, administer, and manage for the telecommunications and utility activities for the Navajo Nation. To carry out the above purposes, the Navajo Nation Telecommunication & Utilities department shall provide a centralized telecommunication and utility management service as a department of the Division of General Services.

SECTION III. STAFFING AND ORGANIZATION

A. STAFFING

1. All personnel in the Navajo Nation Telecommunication & Utilities department shall be hired in accordance with the Navajo Nation Personnel Policies and Procedures Manual.
2. The Navajo Nation Telecommunication and Utilities department shall be administered by a Program Manager. The Program Manager shall supervise all administrative personnel within the Navajo Nation Telecommunication and Utilities department. The Program Manager shall be supervised by the Division Director of the Division of General Services.
3. The Program Manager is authorized to hire additional personnel to carry out the organizational duties and responsibilities contingent upon availability of funds.

B. ORGANIZATION

1. The organization chart of the Navajo Nation Telecommunication & Utilities department is displayed as Exhibit "A", incorporated herein by reference.
2. The Navajo Nation Telecommunication & Utilities department provides services from a central office and wireless service shop located at Window Rock, Arizona.

SECTION IV. RESPONSIBILITY AND AUTHORITY

The Program Manager and staff of the Navajo Nation Telecommunication and Utilities department are hereby authorized and responsible to:

1. Formulate overall administrative and operating policies and procedures necessary for effective management of the department and other added program responsibilities.
2. Implement and enforce policies and procedures for the department's operations to ensure compliance with guidelines, rules, regulations and requirements set by the funding sources and the Navajo Nation Government.

3. Ensure accountability of tribal funds and resources, with guidelines, including the enforcement of and compliance with policies, rules, regulations and tribal laws.
4. Seek additional funding for department development, expansion, and improvements.
5. Periodically review fiscal allocations to ensure that expenditures are made according to planned departmental activities and authorized budgets.
6. Procure telecommunications and utility services for the Navajo Nation governmental offices contingent upon the availability of funds.
7. Conduct annual audit on usage and inventory of equipment for telecommunications and utility services to ensure proper accountability.
8. Negotiate with service providers to deliver quality of service at competitive rates.
9. Ensure the timely submission of service requests and subsequent completion and resolution.
10. Ensure the timely review, analysis, and submission of invoices for payment to services providers.
11. Recommend cost saving measures to ensure the efficient use of resources.
12. Keeping abreast of emerging technologies through research and training.
13. Provide technical recommendations to the Navajo Nation relating to telecommunication and utility projects and issues.
14. Provide general training on telecommunication equipment usage and services.
15. Provide basic telephone directory service for the Navajo Nation government.
16. Conduct public service awareness campaigns on the Navajo Nation in partnership with other entities.

SECTION V. LEGISLATIVE OVERSIGHT

The Health, Education, and Human Services Committee of the Navajo Nation Council is the oversight committee for the Division of General Services.

SECTION VI. AMENDMENTS

This plan of operation may be amended and approved by the Health, Education, and Human Services Committee of the Navajo Nation Council.

Exhibit A

Navajo Nation Telecommunication & Utilities (NNTU) Department

Organizational Chart

