January 10, 2020

Yá’át’ééh

As the Executive Division Director of Human Resources, I would like to personally wish you a Happy New Year. As we move forward into 2020, the Division of Human Resources will utilize this coming year as an opportunity to create positive partnerships at all levels of Government, Community, and Culture.

The Division of Human Resources strives to be one of the premiere growth divisions by providing innovative solutions and services to the Navajo Nation. In doing so, we intend to empower the Navajo Nation workforce through effective human resources management by respecting and embracing our basic principles of our Navajo teachings.

Tuesday, January 28, 2020 will mark the one-year anniversary of my time as the Executive Division Director of Human Resources. I have spent the first year within the Navajo Nation reviewing current and forthcoming initiatives related to employment, policy, and development within the reservation. Moving forward, I intend to act upon initiatives and goals in mind at the benefit of our Navajo people both on and off the reservation.

Thus, the Division of Human Resources Newsletter features ongoing Department Highlights, Community Outreach, and various announcements within the Division of Human Resources and by extension, the Navajo Nation. Your review and ongoing support are greatly appreciated. For additional information, please contact our office or visit our website.

Ahéhee’

Dr. Perphelia Fowler, Executive Division Director
Division of Human Resources
DIVISION OF HUMAN RESOURCES HIGHLIGHTS

Division of Human Resources Administration
• The Division of Human Resources Administration is now fully staffed with the addition of our newly hired Office Specialist, Letisha Tom. (Fig. 1)
• The Administration office has also designated Rapheal Begay as the Public Information Officer within the division with the intent of implementing initiatives related to public relations, community outreach, and forthcoming events.
• As an update, our office organized and hosted the 2019 Division of Human Resources Strategic Planning Session on November 8-9, 2019 at Twin Arrows Navajo Casino Resort. The two-day event focused on FY 2020 goals and initiatives within each department as well as expectations under the Nez-Lizer Administration.

Staff Development & Training Department
• SDTD continues to provide various trainings to all Navajo Nation departments and programs within the reservation. Such trainings include the Navajo Nation Multi-Service Orientation, Computer, and Progressive training.
• Per Executive Order No. 04-2016, the department has provided Sexual Harassment Awareness Training to 445 Navajo Nation employees within the 1st Quarter of FY 2020.
• On October 1, 2019, Staff Development held a 30-year anniversary “Open House” and communicated with 169 Navajo Nation employees and were provided lite refreshments and promotional items.
• Moving forward, the department shall institute new training in areas of, but not limited to, Supervisory Management, Strategic Leadership, Conversational Navajo, Records Management, and Disciplinary Procedures, and Active Shooter/Threat Awareness. For more information, please visit their website for current and future training schedules.

Navajo Development of Workforce Development
• NDWD continues to provide workforce development opportunities for both youth and adults within the Navajo Nation. Such opportunities allow individuals the chance to develop skills and knowledge within disciplines specific to their vocational and educational goals.
• In October 2019, NDWD conducted a Strategic Planning Session with supervisors as they completed the three-year plan 2019-2022; establishing a new vision and mission statement, as well as values and goals to improve overall services within the department.
• NDWD Central Administration shall coordinate site visits with Agency Workforce Centers to meet with staff and continue evaluation of the new enrollment process and to seek recommendations for solutions so as to amend policies and/or establish revised standard operating procedures.
• As a highlight, NDWD continues to receive exceptional testimonies regarding participants seeking employment and have gone on to full-time employment with various employers on and off the Navajo Nation. It’s encouraging to learn that the NDWD program assisting in the remote communities of the Navajo Nation.

Department of Personnel Management
• Temporarily, DPM is located at the Environment Protection Agency conference room as building renovations take place within Administration Building No. 1. For additional information, please contact the department directly.
• In addition, the department has initiated a Navajo Nation Personnel Policies Manual task group regarding forthcoming revisions and updates; the first draft is currently under review at DOJ.
**Department of Retirement Services**

- Effective January 1, 2020, the Normal Retirement Age will increase for some participants. If you are actively employed with the Navajo Nation, please contact the department regarding specific details concerning this change to the Defined Benefit Plan. (Legislation No. 0264-19)
- On December 9-10, 2019, DRS, stakeholders, and other Navajo Nation departments were in attendance of the Retirement Plan Administration Committee Annual Investment Meeting in Scottsdale, AZ. The meeting focused on updates and results as to the status of investments within the market and the volatility of said market.
- The department continues to provide community outreach and trainings for Navajo Nation employees and communities regarding the Defined Benefit Plan, 401(k) Savings Plan, and the Deferred Compensation Plan. For more information, please contact the department or visit their website.

**Office of Navajo Labor Relations**

- ONLR has a new office building with forthcoming open house announcement.
- Also, the Construction Employment Analyst remains committed to the conduction of scheduled and unannounced construction site visits within the five (5) agencies within the Navajo Nation; so as to ensure compliance with the NPEA.
- The department continues to provide orientations and workshops of the Navajo Preference in Employment Act to organizations/entities who request it. To schedule an orientation, Please contact the Office of Navajo Labor Relations.

**Navajo Nation TV & Film**

- The NN TV & Film proudly serves the Navajo Nation through the Film Office, TV station, and media services. The intent is to always foster modern media storytelling with inspired Navajo talent.
- Within year 4 (operational stage) of the 5-year strategic plan, the department is identifying data to assist in the ongoing development and shaping of the program.
- The department hosted the first annual “Film Navajo” (marketing tagline) Familiarization (FAM) tour to market filming on the Navajo Nation.
- Forthcoming, the Healthy Living Initiative promoting healthy living from a Navajo lens.

**Navajo Office of Vital Records & ID**

- NOVRI continues to provide direct services to Navajo communities regarding Certificates of Indian Blood and Navajo Nation Identification Cards.
- As a highlight, Program Manager I, Ronald Duncan provided a presentation to the Anishinabek Nation from Canada regarding enrollment procedures, data, and record retention policies concerning vital records.
- For more information regarding Navajo Nation IDs, please contact the Ft. Defiance Agency office at (928) 871-6368.

**Navajo Occupational Safety & Health Admin.**

- NOSHA continues to conduct consultations, investigations and safety training.
- The Navajo Nation Safety Advisory Committee continues to meet and discuss updates and revisions of policies and procedures associated with the Navajo Occupational Safety & Health Act.
- To schedule a consultation, training, or for more information, please contact the department.

**Department of Child Support Services**

- On behalf of the Navajo Nation, DCSS is permitted to establish paternity for children. As such, the department enforces existing court orders regarding child support payment collection, including delinquency.
- On October 9, 2019, the Tuba City DCSS Agency office conducted a Customer Appreciation Day. On-site information regarding child support services and refreshments were provided.

**Office of Background Investigations**

- OBI is proud to provide exceptional presentations regarding the background check process. To schedule a presentation, please contact their office.
October 12, 2019 (Tuba City, AZ) - In a continued effort of community development, both the Navajo Nation Band and the Division of Human Resources participated in the 51st Western Navajo Fair & Parade. The theme for the event, “Living My Best Rez Life,” was the ideal opportunity to showcase exceptional customer service within the Navajo Nation government by way of the first Navajo emoji featuring a smiling face with cultural elements such as a tsiiyéél and traditional hat with silver concho embellishments. With the support of all departments within the division, the collaborative float design won 2nd Place in the Best Business/Organization category.

November 11, 2019 (Window Rock, AZ) - In honor of Navajo Nation Veterans Day, the Navajo Nation Band provided numerous musical performances for all in attendance of the ceremony at the Veteran's Memorial Park. Those in attendance included President Jonathan Nez, Vice President Myron Lizer, First & Second Lady, Miss Navajo Nation, the Veteran's Administration, and general public.
November 21, 2019 (Lukachukai, AZ) - Dr. Fowler greets community members at the Lukachukai Chapter Meeting and Thanksgiving Luncheon. While in attendance, Executive Division Director Dr. Fowler provided on-site introduction and presentations on behalf of the Division of Human Resources and the Nez-Lizer Administration. Since the holidays, our office remains committed to ongoing community outreach in support of the Navajo Nation.

December 14, 2019 (Window Rock, AZ) - The first-ever Navajo Nation Band Christmas Festival featured various holiday performances and was geared towards the celebration of art and culture at the Navajo Nation Museum. In addition, the Division of Human Resources hosted a Community Toy Drive in support of the event which was extended to children in attendance of the festive event.

ACKNOWLEDGMENTS
Division of Human Resources Administration
Dr. Perphelia Fowler, Division Director; Anthony Dineyazhe, Senior Programs & Projects Specialist; Lorraine Tabaha, Administrative Services Officer; Rapheal Begay, Public Information Officer; and Letisha Tom, Office Specialist.

Highlights by DHR Department Managers & Printing Services by Navajo Nation Records Management/Duplication Services
NAVAJO DIVISION OF HUMAN RESOURCES  
Division Directory  
Revised: January 6, 2020  
PHYSICAL LOCATION: Navajo Nation Building #2689 Window Rock Boulevard

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<tr>
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<th>Title/Position</th>
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<tbody>
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HEALTH, EDUCATION AND HUMAN SERVICES COMMITTEE [HEHSC] of the 24th Navajo Nation Council

*Daniel Tso, Chairman  * Carl Roessel Slater, Vice Chair  *Paul Begay  *Pernell Halona  *Charlaine Tso  *Edison J. Wauneka  
Legislative Advisor – Beverly Martinez  ext. 7220  www.navajonationcouncil.org
### Division of Human Resources

**Navajo Agency Council Outreach Initiative**

*Division of Human Resources newsletter highlighting updates, cultural sensitivity, customer service, professional development, the Office of Miss Navajo Nation, community outreach and upcoming events within the division and its departments.*

*On-site 10-minute presentations from departments regarding employment, safety, training, and other various opportunities/resources within the Navajo Nation.*

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<th>Date</th>
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<td>December 7, 2019</td>
<td>Eastern Navajo Agency Council – Alamo, NM</td>
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