

THE NAVAJO NATION  
LEGISLATIVE BRANCH  
INTERNET PUBLIC REVIEW PUBLICATION



LEGISLATION NO: \_0158-24\_

SPONSOR: Shaandiin Parrish

**TITLE: An Action Relating to the Budget and Finance Committee; Approving Procedures for Oversight Committee Budget Meetings RE: FY2025 Program Budgets for the FY2025 Navajo Nation Comprehensive Budget; Rescinding Previous Resolutions on the Matter**

*Date posted:* July 12, 2024 at 8:38PM

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Written comments may be mailed to:

Executive Director  
Office of Legislative Services  
P.O. Box 3390  
Window Rock, AZ 86515  
(928) 871-7586

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## SUMMARY OF PROPOSED LEGISLATION

Tracking No. 0158-24

DATE: July 12, 2024

**RE: AN ACTION RELATING TO THE BUDGET AND FINANCE COMMITTEE; APPROVING PROCEDURES FOR OVERSIGHT COMMITTEE BUDGET MEETINGS RE: FY2025 PROGRAM BUDGETS FOR THE FY2025 NAVAJO NATION COMPREHENSIVE BUDGET; RESCINDING PREVIOUS RESOLUTIONS ON THE MATTER**

### PURPOSE OF THIS LEGISLATION:

to approve and adopt the **PROCEDURES FOR OVERSIGHT COMMITTEE BUDGET MEETINGS RE: FY2025 PROGRAM BUDGETS FOR THE FY2025 NAVAJO NATION COMPREHENSIVE BUDGET** prepared by the Office of Legislative Counsel, for BFC's use in conducting its FY2025 budget meetings during which Programs, Divisions, etc. will be presenting their FY2025 budgets.

### FINAL AUTHORITY and VOTE REQUIREMENT:

The Budget & Finance Committee has final authority. A simple majority vote is required.



1 **SECTION TWO. FINDINGS**

2 A. Every Navajo Nation budget season, the Budget and Finance Committee has limited time to  
3 review and approve the many budget legislations for all the Programs within its oversight  
4 authority. Therefore, to clarify and streamline the budget process for FY2025 and to assist  
5 the BFC in timely accomplishing its critical duties, the Budget and Finance Committee finds  
6 that it should follow specific procedures governing its multi-day budget meeting.

7 B. The Budget and Finance Committee has reviewed the “PROCEDURES FOR OVERSIGHT  
8 COMMITTEE BUDGET MEETINGS RE: FY2025 PROGRAM BUDGETS FOR THE  
9 FY2025 NAVAJO NATION COMPREHENSIVE BUDGET” (attached as **EXHIBIT A**)  
10 prepared by the Office of Legislative Counsel.

11 C. The Budget and Finance Committee and hereby finds that BFC’s adoption and use of these  
12 Procedures for the FY2025 budget process is in the best interest of the Navajo Nation.  
13

14 **SECTION THREE. APPROVING PROCEDURES FOR OVERSIGHT COMMITTEE**  
15 **BUDGET MEETINGS RE: FY2025 PROGRAM BUDGETS FOR**  
16 **THE FY2025 NAVAJO NATION COMPREHENSIVE BUDGET;**  
17 **RESCINDING PREVIOUS RESOLUTIONS ON THE MATTER**

18 A. The Budget and Finance Committee hereby approves and adopts the PROCEDURES FOR  
19 OVERSIGHT COMMITTEE BUDGET MEETINGS RE: FY2025 PROGRAM BUDGETS  
20 FOR THE FY2025 NAVAJO NATION COMPREHENSIVE BUDGET, attached hereto as  
21 **EXHIBIT A**. Said FY2025 Procedures shall be used for the entirety of the Budget and  
22 Finance Committee’s multi-day budget meeting, unless specifically waived by formal vote  
23 (simple majority) of the BFC members during the budget meeting.

24 B. The Budget and Finance Committee hereby rescinds any/all previous BFC Resolutions  
25 regarding the approval/adoption of budget meeting procedures, such that the FY2025  
26 Procedures attached hereto as **EXHIBIT A** shall govern the BFC’s multi-day budget meeting  
27 for considering and approving FY2025 budgets only.  
28

29 **SECTION FOUR. EFFECTIVE DATE**

30 This Action shall become effective in accordance with 12 N.N.C. §840(A) and 2 N.N.C.  
§189(A).

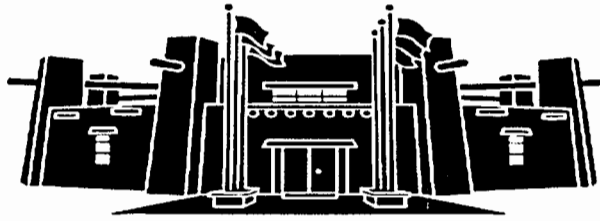


**PROCEDURES  
FOR OVERSIGHT COMMITTEE BUDGET MEETINGS  
RE: FY2025 PROGRAM BUDGETS FOR THE  
FY2025 NAVAJO NATION COMPREHENSIVE BUDGET**

1. The current Standing Committee Rules of Order shall be used, except that these PROCEDURES suspend Rule 8 of the Standing Committee Rules of Order.
2. Each Agenda shall list action items as follows:
  - A. Call Meeting to Order; Roll Call; Invocation.
  - B. Recognize Guests and Visiting Officials.
  - C. Review and adopt the Agenda. Agenda items shall only include budget legislations (and the legislation to approve/adopt these Procedures, which should be the very first action item on the Agenda).
  - D. Close of Meeting; Announcements; Adjournment.
3. Agendas shall be posted to show a single Budget Meeting duration of five (5) consecutive work days.
4. The Oversight Committee may recess during its 5-day Budget Meeting to provide time for amendments to be drafted and budget exhibits to be revised, if necessary.
5. The Oversight Committee is not required to swear in any agents or other presenters. Regarding their presentations, the Navajo Nation Personnel Policies (June 3, 2020) subjects all Navajo Nation employees to termination (first offense) for knowingly making false statements or falsifying documents, and under the Navajo Nation Ethics in Government Law at 2 N.N.C. §3741 - §3793 (2007) all Navajo Nation elected officials are subject to forfeiture of their elected positions and potential civil penalties for knowingly making false statements or falsifying documents.
6. After a budget legislation is motioned, OMB shall present a simple verbal and/or written budget summary to the Committee, before the Sponsor of the legislation starts his/her presentation on the budget legislation.
7. The Sponsor of the budget legislation, and his/her agents, shall have 20 minutes to present the legislation. The presiding Chair, at his/her discretion, may increase or decrease the 20-minute time period for the initial presentation of the legislation.
8. As with any legislation, Oversight Committee Members may ask questions of agents and OMB through the Sponsor. Questions to advisors, e.g., the Controller, Department of Personnel Management staff, should go through the presiding Chair.


9. Each budget legislation shall have attached to it EXHIBITS A, B, C, D, E, and F, as follows:
- EXHIBIT A Fund Type Budget Summary
  - EXHIBIT B General Fund Comparative Summary
  - EXHIBIT C Recommended Changes to the General Fund Budget
  - EXHIBIT D Recommended Conditions of Appropriation and Legislative Concerns
  - EXHIBIT E Recommended Unmet Needs Budgets
  - EXHIBIT F External Funds
10. The Office of Legislative Counsel (“OLC”) will provide fillable Amendment Forms to each of the Oversight Committee members. This Amendment Form shall be used for all proposed amendments to any Exhibits and documents in the Budget Binder.
11. For each proposed amendment, the filled-out Amendment Form shall be submitted to the Committee’s Legislative Advisor and to OLC. Amendments shall be restricted to moving funds within a single Branch. Inter-Branch revisions of budget dollar figures are not permitted.
12. OLC will prepare the wording for proposed amendments using the information provided on the Amendment Form. Legislative Advisors shall revise Exhibit B and Exhibit C according to the amendment(s) approved by the Oversight Committee, if any.
13. Legislative Advisors shall also prepare Directives regarding the submittal of revised Exhibits and revised Budget Binder documents, if any.
14. As with any other legislation, the Oversight Committee shall vote on each proposed amendment individually and then on the main motion for each budget legislation. As with any other legislation, a quorum of Committee members is required for such votes.
15. The Oversight Committee’s Legislative Advisor is responsible for keeping a complete and accurate list of all approved amendments for including in the Oversight Committee Report that will be forwarded to the Budget & Finance Committee along with the budget legislation.
16. Once the Oversight Committee votes on, or tables, a budget legislation, it shall then move forward to the Budget & Finance Committee. Oversight Committee actions on all budget legislations shall serve as the Committee’s recommendations to the Budget & Finance Committee.
17. The Oversight Committee through its Chair and/or Vice Chair, or authorized designee, shall give a presentation to the Budget & Finance Committee on each of the budget legislations for the Programs, Divisions, etc. under that Oversight Committee’s oversight authority.

- end -



## MEMORANDUM

TO: Hon. Shaandiin Parrish, Chair  
Budget & Finance Committee  
25<sup>th</sup> Navajo Nation Council

FROM:   
Luralene D. Tapahe, Principal Advocate  
Office of Legislative Counsel

DATE: July 12, 2024

RE: **AN ACTION RELATING TO THE BUDGET AND FINANCE COMMITTEE;  
APPROVING PROCEDURES FOR OVERSIGHT COMMITTEE BUDGET  
MEETINGS RE: FY2025 PROGRAM BUDGETS FOR THE FY2025 NAVAJO  
NATION COMPREHENSIVE BUDGET; RESCINDING PREVIOUS  
RESOLUTIONS ON THE MATTER**

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The Office of Legislative Counsel has prepared the above-described proposed legislation. OLC finds this draft to be legally sufficient, but as with any action of the Navajo Nation government, it can be challenged under applicable laws.

This legislation will be assigned to the appropriate Standing Committees of the Navajo Nation Council in accordance with the Speaker's authority under title 2 of the Navajo Nation Code.

Please review this legislation and its exhibits, to make sure that everything is satisfactory and in order. You should contact me immediately if any edits are needed, or if you have any questions or concerns. I can be reached at the Office of Legislative Counsel at (928) 871-7166 or via email at [luralenetapahe@navajo-nsn.gov](mailto:luralenetapahe@navajo-nsn.gov).