

**Tsaile/Wheatfields Farm Board and Dineh Water User Joint Meeting**  
**Sunday, February 12, 2017 @ 10am**  
**Wheatfields Chapter House, Wheatfields, AZ**

AGENDA

I. ORDER OF BUSINESS

- a. Meeting call to order
- b. Invocation
- c. Adopt Agenda
- d. Reading Last Meeting Minutes, January 29, 2017
- e. Announcements:

II. OLD BUSSINESS

- a. Wheatfields Agriculture Project
- b. Participant of Farmers in the Wheatfields Agriculture Project

III. NEW BUSINESS

- a. Grant Tracker
- b. Employer Policy
- c. Junk Food Sales Tax
- d. Financial Report

IV. Reports

- a. Farm Board
- b. Water User
- c. Others

V. CONCLUSION

- A. Identify next agenda items
  - a. Create Annual Plan – Farm Board
    - i. Strategic Plan with SWOT Analysis
- B. Scheduled next meeting date
- C. Adjournment

**Tsaile/Wheatfields Farm Board and Dineh Water User Joint Meeting  
Sunday, February 12, 2017 @ 10am  
Wheatfields Chapter House, Wheatfields, AZ**

**MEETING MINUTES**

**I. ORDER OF BUSINESS**

a. Meeting called to order at 10:14am

b. Invocation by Lorena Eldridge

c. Adopt Agenda

Dorthea read the agenda. No amendments, comments, or suggestions.

*Action: The agenda accepted as read.*

*Motioned by Amelda Benally*

*Seconded by Aaron Begay*

*Voting: 5 yes; 0 no; 2 abstained*

*Motion Carried*

d. Reading Last Meeting Minutes, January 29, 2017

Dorthea read the last meeting minutes. No amendments, comments, or suggestions.

*Action: The last meeting minutes form Jan. 29, 2017 was accepted as read.*

*Motioned by Westin Carrol*

*Seconded by Amelda Benally*

*Voting: 7 yes; 0 no; 1 abstained*

*Motion Carried*

e. Announcements:

Lorena announced that we have this planting stick here at the meeting with us. This planting stick known as a Gish was made by Mr. James Peshlakai. He gave it to organization last year during our Annual Tsaile / Wheatfields / Blackrock Dineh Water User meeting. He shared all the traditional stories about planting. However, it is unfortunate that we lost him last week, Feb 4, 2017.

Navajo Nation Budget & Finance Meeting, Monday, February 13, 2017, at 1pm Window Rock, AZ at 1pm

- Organic Farm Conference* in Albq., NM, Friday and Saturday, February 17 & 18, 2017
- Tsaile / Wheatfields Chapter Meeting*, Wednesday, February 15, 2017, at 10am Wheatfields Chapter House, Wheatfields, AZ
  - o **Topics:** Junk Food Sales Tax, Board Member for CLUPC is Vacant, CLUPC resolution for Community Cemetery, and Comprehensive Audit
- Food Sovereignty Conference*, Thursday & Friday, February 23 & 24, 2017, Student Union Building, Dine' College, Tsaile Campus.
- Navajo Nation Election Office Conference*, Monday to Wednesday, February 27 & 28 and March 1, 2017, Albq. NM

**II. OLD BUSSINESS**

a. Wheatfields Agriculture Project

Lorena provided an update of where the Wheatfields Agriculture Project paper work is at as it is being process in the 164 review. The Document number is 6732, title – MOA Navajo Nation and Tsaile / Wheatfeilds / Blackrock Dineh Water User Association.

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The package has been reviewed in the 164 process by the following:

- Office of Management & Budget
- Office of the Controller

Currently, as of Friday, February 10<sup>th</sup>, 2017, the package has been picked up the Navajo Nation Department of Justice – they are the final program to review. Then it is given to the Navajo Nation President to sign.

She also mentioned that the Farm Board and Water User has meeting with Navajo Nation Budget & Finance Committee on Monday, February 13, 2017 at 1pm in Window Rock, AZ to provide an update. The Budget & Finance Committee are Seth Damon, Chair, Tom T. Chee, Leonard Tsosie, Tuchoney Slim Jr., Lee Jack Sr., and Dwight Witherspoon.

Dorthea stated, “I know we do not have the funding in our hands, but what can we do to get ready for the project, so we are not scrambling around?”

Lorena stated the follow as next step to get ready for the project, even if the funding not given yet:

1. Personnel
2. Office to House the Staff
3. Procurement: Farm Equipment, Farm Materials, Contractual Service, & Office Supplies

Do we have a consultant to help us with the procurement?

Lorena stated, “No consultant at this time.”

Dorthea: Assigned Aaron to redo the price quotes since he was the one to this at the time when we were working the proposal. And to include perimeter fencing materials for all three farmland.

Bennie: Should we wait until the personnel staff are hired.

Mr. Holgate: I have a question before moving on the action. The 164 process is still going for this project and the Navajo Nation President has not sign the package. Should the price quote be conducted by the Farm Manager? He / she is the one to know which farm equipment will work best, so he should be the one to the price quote.

*Action: To assign Aaron Begay to redo the three price quotes for farm equipment and fence materials, perimeter fence, listed for the Wheatfields Agriculture Project.*

*Motioned by Bennie Litson*

*Seconded by Westin Carrol*

*Voting: 11yes; 0 no; 3 abstained*

*Motion Carried*

- b. Participant of Farmers in the Wheatfields Agriculture Project

Lorena explained the Wheatfields Agriculture Project includes all of the 127 famers and 6 Range Management Units of the Tsaile / Wheatfields / Blackrock Community.

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Dorthea explained that the proposal include not only farming activities, but also developing or revitalizing earth dams for farmers, and ranchers of the six Range Management Unit areas. She is afraid that at the last meeting we stated we are only working with 30 farmers then the next 30 etc., over 5 years might have result in not bring more farmers to the meeting today. Furthermore, we said we wrote to 30 farmers all ready.

Now, the questions is, “How do we get Farmers and Rancher to participate in the project?”

Suggestions, comments, or questions:

TJ Holgate suggested to do personal notice. Travel door to door to give notice of the meeting.

Bennie Litson commented, “At the January 8, 2017 meeting, we suggested to do door to door visit with farmers.

Lorena commented, that there are pro and con to do home visit. “Based on personal experience it wise that two people need to travel together to do home visit, and not all farmers live within our community. Many live in Kayenta, Chinle, Fort Defiance, Window Rock, Navajo, NM, Fort Wingate, NM, etc.

TJ Holgate suggested to do home visit and certified mail to all farmers.

Sadie Neztosie: Travel door to door to give public notice to those who live within the Tsaile / Wheatfields / Blackrock community, and mail certified letters to those who live far. In the letter or notice going out should state, all farmers to be part of the project. Finally, have a Pot Luck Dinner.

TJ Holgate: Those who have NOT paid their assessment fee for the Operation and Maintenance fee might be there biggest reason of not showing up to the meeting.

Lorena: She explained the Tsaile / Wheatfields Dineh Water User was established by the late Leslie Tsoisie, late Harley Chee, late Emerson Goldtooth, Alvin Spencer, and Albert Allen in the late 1990 and early 2000. The assessment fee are written on the Land Use Permit which were establish several years ago. When the Tsaile / Wheatfields Farm Board began to implement the assessment fee with all farmers it was pilot at \$ 1.50 per acres and later the Farmers changed it to \$ 3.00 per acres. Invoices are submitted to all farmers annually in the month of April, and if not paid then \$10.00 late charges are added. Please do know that we have a In-kind service agreement that a farmer can do to pay their assessment fee.

Bennie Litson: There are six Range Management Units with the Tsaile / Wheatfields / Blackrock community and they are as follow:

- Litson Range Management Unit has 17 permit holders
- Paul Sarcino Range Management Unit
- Kinyonnie Begay Range Management Unit
- Leo Shirley Range Management Unit
- Sam Johnny Range Management Unit
- Stanley Litson Range Management Unit

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Who will go door to door to give personal notice?

Bennie Litson stated he would help go door to door to inform the farmers living in this community.

*Action: A letter will be written to all farmers, but some letters will be delivered door to door, and other will be mailed out as certified mail. The letter will explained the In-kind service, the Wheatfield Agriculture Project; and indicate a food will be serve. The next meeting date will be Sunday, February 26, 2017 at Wheatfields Chapter House 10am. Bennie Litson will do the home to home visit.*

*Motioned by Amelda Benally*

*Seconded by Sadie Neztosie*

*Voting: 11 yes; 0 no; 4 abstained*

*Motion Carried*

**III. NEW BUSINESS**

a. Grant Tracker

Dorthea explained that the Grant Tracker is a software built by Bryceson Pinto. This software will have all the expenditure uploaded into the system. Any receipts, and reports will be loaded into the software to keep track of all the use on money. We presented this software to the Navajo Nation Budget and Finance Committee and request that we work with the Office of the Controller and Seth Daman, Chair of the Budget and Finance Committee to have view access only.

The Grant Tracker is loaded on the Tsaile / Wheatfields Dineh Water User computer. However, when all personnel are hire, Brycson will conduct training on the system.

Lorena explained that Brycson has written a Grant Tracker for the Hopi Tribe and Piute Tribe of Fallen, NV. This software is specifically written for the Tsaile / Wheatfields Dineh Water User.

Questions, comments, and suggestions:

Mr. Holgate asked, "Who is going to facilitate this Grant Tracker?"

Lorena responded, "The accountant and the Water User Board of Director will be the one to take care of the Grant Tracker.

*Action: To accept the report on explaining what a Grant Tracker is, how it works, and how it will be used with the Wheatfields Agriculture Project.*

*Motioned by Aaron Begay*

*Seconded by Anelda Kedelty*

*Voting: 17 yes; 0 no; 3 abstained*

*Motion Carried*

b. Employer Policy

Dorthea explained the employer policy with the farmers and meeting audience. They were reminded the policy is in DRAFT form. Currently, the policy is written for five areas, but not all five area are worked completed. She informed the people she is currently working with Bryceson Pinto on this matter. Brycson is the consultant who we have been working with for several years now. She asked the people to provide feedback as she used the overhead projector to explain.

The following were comments and suggestions:

Mr. Holgate indicated, "Creating a Personnel Policy is a delicate issue due to dealing a person's right." There are many things to consider when developing a policy:

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- Navajo Nation Law
- Write the policy within the spirit of Ké which is the fundamental philosophy of Diné teaching.
- What is probation period?
- How and who will the personnel staff be evaluated?
- What is the hiring and firing process – what is procedures?
- How will conflict of interest be handle or the idea of nepotism be address?
- What is the Organizational Chart?
- Be clear on how to address concerns
- What is the benefits?
- What is the pay scale?
- How will the personnel be given a raise in their pay scale?

Lorena also commented, “We all know the unemployment is high in our community as well as across the Navajo Nation, and how can this Wheatfields Agriculture become a driving force for economic development?” In this employer policy we also need to the follow:

The qualification of workers

- Nepotism – Sometime in a small community searching for qualified person can be problem and might have to hire some close, so how can that be handle? Assigned a different supervisor?
- Pay scale in the future
- Definition to be included
- Grievance has to be stated clearly
- Write in wage and condition
- How to earn leave hours in both, annual or sick leave?
- How to request for leave, annual or sick leave

*Action: To accept the progress of writing the Employment Policy and Procedure. However, have Dorthea to continue to work with Brycson Pinto developing the Employment Policy and Procedure, and to complete as soon as possible, before March 1, 2017.*

*Motioned by Anelda Kedelty*

*Seconded by Amelda Benally*

*Voting: 12 yes; 0 no; 4 abstained*

*Motion Carried*

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## Junk Food Sales Tax

Lorena explained that the Junk Food Sales Tax is a Navajo Nation legislation that has gone into effect. Any unhealthy food sold across the Navajo Nation a tax at 2% is added. The accumulation is then distributed among the chapter based on the 50/50 formula.

The Tsaile / Wheatfields Farm Board requested that they put a budget together for this junk food sales tax on behalf of the Chapter. As a result, the Farm Board and Water User have been collecting surveys. The goal was to collect at least 600 surveys since there were about 1,200 registered voters in the community. We only collect 300 surveys.

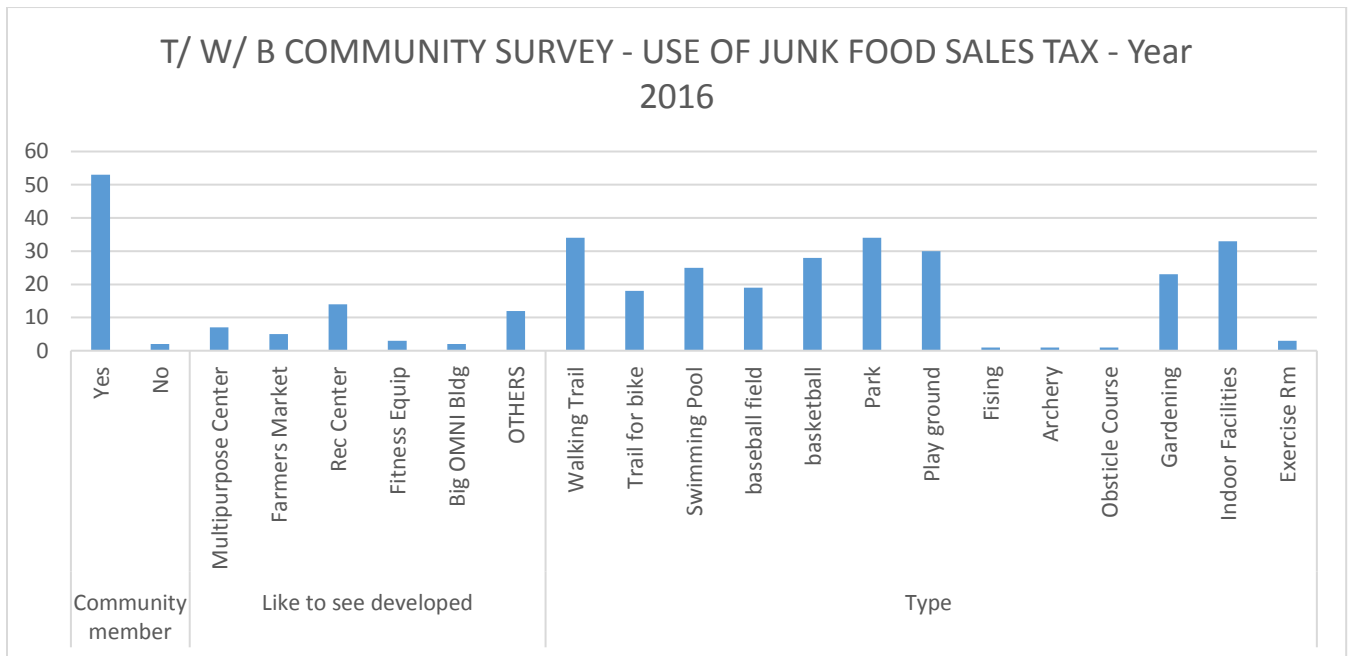
Now, the Tsaile / Wheatfields Chapter collected the following amount:

Fiscal Year 2015	\$ 2,963.00
Fiscal Year 2016	<u>\$ 22,496.00</u>
<b>Total:</b>	<b>\$ 25,459.00</b>

Now, the question is “How shall we use this \$ 25,459.00 for the community?” What does the collected surveys indicate?

Dorthea shared the result of the survey, but let the people know that there is only 55 surveys. She does not know where she put the 250 additional surveys. When she finds them; they will be added the current collected surveys.

The results of the survey present was as follow:



Need some ideas, and the following were comments, suggestions, and questions:

Dorthea suggested to use the money for a cost share to purchase more vegetable seeds for farmers to grow and conducting farmers market throughout the summer. This can be a cost share to the Wheatfields Agriculture Project.

Lorena analyzed the data from the survey, the people are requesting:

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### **Wheatfields Chapter House, Wheatfields, AZ**

1. Walking Trail
2. Park
3. Indoor facilities

The chapter does not have a Master Plan. We can possible build a walking trail around the Chapter compound and a green house.

From the top three that people want are big projects, will cost a lot, and need land. Can we say to save this money for a bigger project?

Sadie suggested, "To build a Green House with elders and youth within the Chapter compound, and incorporate activities throughout the year that are related to ways of preparing healthy food, eating healthy food, and engaging in healthy lifestyle."

TJ Holgate suggested, "Pay an instructors to educate Elders on integrated what is necessary to life a healthy lifestyle."

Bennie Litson commented that Mr. Holgate suggestion is good, and maybe purchase two Treadmills exercise equipment for elders, but also for the instructor to come to chapter house to do same for community and do some exercise with community.

TJ Holgate suggested to Priorities these ideas then plan.

The Priorities were listed as follow base on comments or suggestion farmers were making:

1. Hire a Health Coordinator (Instructor)
2. Build a Greenhouse and do a Farmer Market
3. Indoor facility (Save money to build an Indoor facilities)

Bennie Litson stated, "If there is a timeline to use this money then use it for priority ONE and TWO and if we can invest this money to say for the bigger project then let do that."

*Action: To develop a budget for the Junk Food Sales tax, where a Health Instructor can be hired to teach wellness exercise with the elder and community people, plus have the instructor coordinate healthy activities such workshop, building a greenhouse at Chapter House Compound with walking trail to involve youth, elders, and all community members.*

*Motioned by Sadie Neztosie*

*Seconded by Julia Litson*

*Voting: 12 yes; 0 no; 3 abstained*

*Motion Carried*

c. Financial Report

January 29, 2017 the ending balance is \$ 25,485.07

Expenses:

Basin Pump	\$ 412.74
Business Regulatory	\$ 75.00
Total Expenses:	<b>\$ 487.74</b>

Deposit:

No deposit	<b>\$ 00.00</b>
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Ending Balance as of February 12, 2017 is 24,997.33



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*Action: To accept the Financial Report.*

*Motioned by Bennie Litson*

*Seconded by Merle Kedelty*

*Voting: 9 yes; 0 no; 8 abstained*

*Motion Carried*

IV. Reports

a. Farm Board

President reported that there is vacant position for Farm Board and Grazing Official for the Tsaile / Wheatfields community.

Secretary reported that she has no report.

b. Water User

President reported the Annual Tsaile / Wheatfields Dineh Water User Meeting is scheduled for March 16, or the weekend of March 16 if it falls on week day.

Vice President no report

Secretary / Treasurer no report

Member no report

c. Others

*Action: No action taken.*

V. CONCLUSION

A. Identify next agenda items

- a. Create Annual Plan – Farm Board
  - i. Strategic Plan with SWOT Analysis
- b. Plan for Annual Water User Meeting in March 2017
- c. Wheatfields Agriculture Project
- d. Participating farmers for Wheatfields Agriculture Project
- e. Employment Policy for Dineh Water User
- f. Grant Tracker
- g. Report on Junk Food Sales Tax Budget

B. Scheduled next meeting date, Sunday, February 26, 2017 @ 10 am

C. Adjournment

*Action: To accept meeting adjournment at 3:10pm*

*Motioned by Amelda Benally*

*Seconded by Treva Carrol*

*Voting: 14 yes; 0 no; 1 abstained*

*Motion Carried*