

TSAILE – WHEATFIELDS – BLACKROCK CHAPTER
Planning Meeting Agenda
Tuesday, February 7, 2017
9:00 AM

I. ORDER OF BUSINESS

- A. Meeting Called to Order:
- B. Pledge of Allegiance:
- C. Invocation:
- D. Review/Accept Agenda:
- E. Review/Accept Minutes: Chapter Meeting Minutes January 17, 2017
- F. Announcements:

II. BUSINESS ITEMS:

- A. Ratifications:
 - 1. Chapter Emergency Funds Utilization
- B. Action Items:
 - 1. Accepting Tsaille Wheatfields Chapter CAP
 - 2. Unhealthy Food Sales Tax – Planning for Proposed Use
 - 3. Chinle Unified School District – Indian Education Committee Member Selection
 - 4. CLUPC Supporting Resolution for Amending Community Cemetery POO
 - 5. Accepting Sales Tax in the amount of \$84,262.00.
 - a. TWB Chapter Veterans Travel Request
 - b. NN Governance Conference
 - 6. Chapter Comprehensive Audit (Re-Affirm December 2015 Resolution)

III. REPORTS

- A. Chinle Unified School District
- B. Council Delegate:
- C. Chapter Officials
- D. CHR
- E. Farm Board
- F. CLUPC
- G. Senior Center

IV. DATE AND TIME OF NEXT MEETING

V. ADJOURNMENT

RECEIVED

FEB 06 2017

Tsaile/Wheatfields
Chapter BY: 

TSAILE – WHEATFIELDS – BLACKROCK CHAPTER
Planning Meeting Minutes
Tuesday, February 7, 2017
9:00 AM

I. ORDER OF BUSINESS

- A. Meeting Called to Order: Meeting called to order at 9:20 am.
- B. Pledge of Allegiance: Vice President commenced Pledge of Allegiance.
- C. Invocation: Secretary/Treasurer provided invocation.
- D. Review/Accept Agenda: Secretary/Treasurer read agenda, thereafter, open to amendments:

Motion) Willis Becenti

Second) Lorena Eldridge

Vote: 7-0-3

Add Action-Items to Agenda:

- 7. Motion) Willis Becenti

Budget Report Inquiry

- 8. (Resolution) Motion) Angie Brown

Workshop explanation of re-itemize the use of the chart of accounts. We are not able to understand the line-items of the budget.

- 9. (Resolution) Motion) President James

ASC to enter into a contract with a software company in regards to chapter accounts.

- E. Review/Accept Minutes: Chapter Meeting Minutes January 17, 2017
Review/Accept Minutes Pending

- F. Announcements:

- February 27 to March 3, 2017 – Navajo Government Conference, ABQ, NM
- February 9, 2017 – Integrated
- RT 8077 Review Committee on H&H Studies, Window Rock, AZ
- Farm Board Meeting, February 12, 2017, 10 am
- Veterans Meeting, February 14, 2017, 4 pm
- Veterans Agency Meeting, Feb 24, 2017, at 9 pm in Chinle, Arizona

RECEIVED

FEB 10 2017

Tsaile/Wheatfields
Chapter BY: psb

II. BUSINESS ITEMS:

A. Ratifications:

1. Chapter Emergency Funds Utilization
 - a) Empire Caterpillar Expense
 - b) Firewood Buying Program

Motion) Willis Becenti

Second) Angie Brown

Vote: 11-0-7

President: December 2016, chapter emergency resolution passed; chapter is currently utilizing the December 2016 Resolution for the following:

- An Emergency Meeting on January 27, 2017 – VP Office attended meeting, Presented a \$1 million dollar threshold to be considered for reimbursement, currently, the threshold dropped to \$250K.
- Current conditions will become increase community difficulties, once the mud settles in; we are accepting recommendations for preparing for all inclement conditions.
- **Directive:** Chapter Administration: Running Total as to what is prepared, Daily reports, and where the grader completed task – all available at the front desk.

Willis Becenti: Community members need water, one particular constituent is Wilson Gene. If we need to hire a utility vehicle and be able to hire other workers, submitting as his Recommendation.

Lorena Eldridge: Status on the Chapter's Emergency Plan current?

President James: Mr. Stanley Kedelty wished to revised, but remains pending for full participation on revisions. Current emergency plan is not effective. For example, Sawmill Chapter opens the chapter for shelter during inclement weather.

President James: An assessment must be done to complete for determine a shelter. President is currently working with Donna Gilbert on shelter assessment.

President James: Reconciled funds expensed, daily log of grader work.

Paula Begay: Chapter officials are receiving copies of the daily operations and expense report.

President James: Recently, during first week of snow fall, constituents are calling for snow removing service. It was later discovered that the requesting constituents are not consistently living at their residence, only the maintenance on feeding their livestock.

Willis Becenti: I am able to obtain military cots, backpacks, jackets (a dozen); to help in assisting community members with supplies and shelter during emergency and inclement weather conditions

B. Action items:

1. Accepting Tsaiile-Wheatfields Chapter Corrective Action Plans.

Motion) Lorena Eldridge Second) Willis Becenti Vote: 26-0-3

Cash Receipts – Corrective Action Plan:

President: Explanation of the Cash Receipts CAP for Chapter acceptance.

Chapter Meeting Agenda – reserve a specific section on the chapter agenda for Secretary/Treasurer to conduct report on CAP status.

Lorena Eldridge: 1) Central Navajo agencies are not streamlined to effective support chapter accounting systems, 2) MIP is an unfriendly system, 4) when the chapter collects money, do you have a safe?, and 5) are we working with Wells Fargo?

President James: 1) Chapters do not have the support, 2) Paula is being assisted by Ophelia – when collecting funds.

Paula Begay: The chapter has a safe (key and combination), Jayne Mitchell, ASC, assists in reconciliations, PEP workers and Charles R. Chee participates and verifies in checking the reconciliation.

President James: *Item #9 Addition:* 95% of Chapter uses MIP; MIP is not contractually nor formally bind to work with Chapters and Chapter officials. Currently, there is no contract between MIP-ITG and the Navajo Nation. If MIP-ITG is aware that something is wrong, the proprietors of the software should make recommendations for corrective action.

Direct Navajo Nation to Enter into a contract with Chapter accounting software providers; open the opportunity for competition to other accounting software vendors if current provider will not enter into a contract.

Angie Brown: Our current financial missteps must be corrected, and there is a question of the community's confidence placed on the current administration to utilize the same administration and people, i.e., to replace the default reconciliation witnesses and verifiers, or hire bonafide individuals for their assistance.

Charles R. Chee: Well, if that is how you feel, then you come in! (responding to Angie Brown).

Angie Brown: I welcome the opportunity to be of service in the corrective action plan process.

President James: If we randomly select reconciliation witnesses and verifiers, it is bias. If we officially appoint reconciliation witnesses and verifiers, it takes the burden off of Paula.

Paula Begay: VP Begay could easily come to the chapter to be the reconciliation witness and verifier, by simply stating "let me reconcile, cash receipts, and for other areas."

President James: The transparent practice of Chapter Officials randomly requesting to conduct reconciliation has been erroneously construed by chapter administrations as a micromanaging technique. Accountable and transparent reconciliation practices are ethical and should be viewed as a welcomed practice. Our chapter should view reconciliations as an automatic practice in the chapter administration.

Directive: Add the Budget and Reconciliation to the Agenda,

Vice President Begay: The prior administration should have already addressed all the aforementioned practices as delineated in the CAP; currently, we are tasked with re-affirming policies and procedures, in-practice for a lengthy time.

Charles R. Chee: Chapter Official tasks need to be aggressively completed.

Our Senior Citizen Center might potentially be defunded because of mismanagement. I am not sure if our current Chapter Officials are aware of the situation.

Related to the potential defunding and mismanagement, I have documents in my possession that relate activities to Senior Citizen Center predicament.

Ernie Yazzie: Responsible Parties – select one party to be the responsible party in the CAP.

President James: The particular design to place more than one responsible party in the CAP is ensure that the task will be completed on-time; if one individual is the responsible party, and the individual in the only responsible party, no other individual is authorized to complete the task, should the primary (only) responsible party is absent or incapacitated, the task would not be completed.

Ernie Yazzie: Recommend that this Item be on all Chapter Meeting Agendas - Audit Update.

President James: We will perfect the process and manner in the delivery of the Chapter CAP update at all chapter planning and regular meetings.

Cash Disbursements – Corrective Action Plan:

President James: (Reviewing CAP, as follows)

Finding I: Explanation of Finding.

Finding II: Housing Assistance. Issue 1 and Issue 2.

Finding III: Sales Tax.

Finding IV: Chapter Finances.

Working with the Office of the Audit General.

Adella Begaye: The audit report is not fully explaining the audit.

Lorena Eldridge: Are there areas accommodating for IRS forms, W-9, and Vendor file completeness? the; 2) Finding III – payroll checklist?

Angie Brown: Title 26 policies and procedures should have already be practiced in the chapter, now it is being outlined, a second time, in the entire CAP.

President James: I admit my mistake. My priorities were focused on my outside job, and I neglected my Chapter Official position and duties.

Ernie Yazzie: Trust is very hard to earn. When people vote for you, they have faith in you. Everywhere you go, you are the official representation of the Chapter community.

- Housing Issue: A group of few people working on the housing issue and assistance; a group of people specifically working on the Housing Assistance Policy.

Marie White: Once the chapter official and administration becomes streamlined and efficient, we will move forward. If the Chapter leadership practices the concepts of hozho, k'e, and other Navajo values that nurture healthy communities, the chapter will be corrected.

Willis Becenti: As a Veteran Commander, other veteran officials have called Mr. Becenti on the Chapter's troubling finances as printed in the Gallup Independent newspaper.

Angie Brown: I believe the community climate has been as such, where the truth is blunt, to get to the point across.

Winnie Henry: Supports the Audit and Wishes for the continued use accountability and transparent practices.

Levon Thomas: The mismanagement and mis-use of Funding. Everyone is hurting. We need to fix the current state of the our situation

Delegate BeGaye: The difference between Planning and Regular Meeting; all is in preparation for the Regular Meeting.

2. Unhealthy Food Sales Tax \$22K Planning for Proposed Use

Motion) Willis Becenti Second) Orlando Charley Vote: 20-0-2

President James: Reminded from last meeting, Farm Board was tasked to plan for the Unhealthy Food Sales Tax.

Lorena Eldridge: The customer service climate is not exactly the best on the Navajo Nation; we continue to strive for betterment.

Farm Board was allowed to expense the funds; and only recently did the Navajo Executive and Legislative Branch pass laws on expense restrictions.

In the Farm Board Survey, many of the respondents did not have the equipment, and fixed-income individuals were unable to fund additional farming activities.

Diabetes and high-blood pressure is strongly affecting the community, as presented from HIS.

On the survey, a laundromat facility is needed the most.

Land Grant Office is assisting the Chapter Farm Board.

Willis Becenti: Pinon, AZ, is planning on putting a Wellness Center; Delegate Witherspoon is looking at moving the allocation towards the plan from Pinon.

Adella Begaye: Wellness Facilities require extensive staffing for open hours and safety guidelines.

President James: How do we re-educate our communities towards a healthy lifestyle? On reflection, it requires an holistic approach.

In my observation in grocery stores, the set-up exposes less nutritious food items upon entrance, and other high-nutrition food items are further placed in the background.

We respectfully request to receive the survey from Farm Board to help guide our

decisions.

Delegate BeGaye: Willis Becenti mentioned Appendix M. Delegate Witherspoon is speaking of changing the policy. The increase in junk food sales allowed for an extensive generation of revenue.

3. CUSD IEC member selection

Motion) Sarah James Second) Angie Brown Vote: 21-0-3

President James: IEC member selection was appointed from our chapter, however, the elected member was told by the CUSD IEC that the elected member must be a parent or grandparent of a student in the CUSD.

Adella Begaye: Generate a flyer to seek interest. Move to a regular meeting. Let the students take the flyer back to their parents.

4. CLUPc Resolution

Motion) Winnie Henry Second) Willis Becenti Vote: 23-0-2

President: Have the CLUPc open the position. A CLUPc member will be available.

5. Accepting \$84K Sales Tax

Motion) Willis Becenti Second) Lorena Eldridge Vote: 20-0-4

Paula Begay: Presented proposed budget for chapter operations, with a remaining balance for the community to decide allocation.

Delegate BeGaye: Explanation of Sales Tax budgeting;

Explanation of 50/50 Sales Tax Formula; Chinle Chapter is leading an aggressive attempt to champion an inequitable distribution.

Winnie Henry: We have done situations in which we have funds that are in areas where funds are not readily available.

Willis Becenti: Community cemetery could utilize the remaining allocation.

Revisit the prior passed chapter resolutions. Complete revisits to passed resolutions.

Nelson James: Increase in the use of repair and maintenance and propane - \$1,000.

Willis Becenti: TWB Chapter Veterans are requesting for travel funds to participate and represent the chapter at the annual Sacaton Veterans Event.

President James: Chapter Officials and Chapter staff are requesting for travel funds to attend a mandatory conference and training – Navajo Nation Governance Conference, Albuquerque, NM at the end of February 2017.

Adella Begaye: Present a report to the community on all travel funded by the chapter, and provide a sound reason as to how the travel creates an positive impact for the chapter.

Secretary/Treasurer Nata'ani: True, the traveler should provide a report and an exact measurement on the impact will support and align with the Chapter's Strategic Goals and Objectives.

6. Chapter Comprehensive Audit (Re-Affirm December 2015 Resolution)

Motion) Willis Becenti Second) Adella Begaye Vote: 21-0-3

VP Devon: Contacted Merrill Lynch to determine quote prices.

President James: Include Farm Board, CLUPc, Senior Council, Water Users, etc.

7. Chapter Budget Report Inquiry

Motion) Angie Brown 2) Annette Blackhorse Vote: 17-0-2

Willis Becenti: The ability to read to chapter's accounting books and activities remains unclear and undisclosed; questionable activities need to be disclosed, among many are the following:

- Partial Audit: limited to 18 months
- 2009 – Audit General,
- Bad Debt Loss figures (?)
- Unidentified Expense (?)

Division of Community Development does not wish to view the Bad Debt Loss and Unidentified Expense. Spoke with Jayne Mitchell. Auditor General mentioned that

it is an input mistake. \$490K of questionable expenses.

Recommending a Comprehensive Audit on all Tsaile-Wheatfields-Blackrock Chapter for 8 years. Is it possible the chapter paid double on expenses?

Request for budget financials for February and March 2016.

Winnie Henry: In my prior experience, I was instructed "Do not vote for anything that does not have supporting documents. Must accomplish the gravel road to the Black Rock area. Always have supporting documents for paper-trail.

Annette Blackhorse: Over a year and a half, constituents and myself, noticed irregularities that were brought to the attention of the chapter. No action was taken on our concerns. After the present audits, further clarification is needed to disclose the actual occurrences to the community.

Finally, discontinue any and all stagnation to find-out where the money went, as described in the audit reports. Our community continues to suffer when funds are not equitably expensed.

Example: Young female, community member had to move away, her grandfather cannot use the bathroom facilities outside, and required in-door plumbing.

Angie Brown: Who took over the responsibilities of LeAnne after her passing?

Who is allowed to input for the computer accounting system. The missing money is the community's lost. We need to talk and to discuss at every meeting.

Paula Begay: Does not agree with statements. The Users Name is necessary, two individuals are allowed access. The Auditor General has back-door access

Two computers with MIP system, one computer is locked and the other computer is used for daily operations.

Reflecting on the chapter's history, an audit was done before the current 2016 Chapter Audits, during Lettie Navie's administration.

Policies and Procedures were created during the Lettie Navie administration as a result of the audit, and those policies and procedures have not been updated to-date.

President: There is a high-level of animosity to identify the perpetrators associated with the question funds and expenses. There are reports that are not disclosed to the community, as they are highly sensitive and may cause more chaos than predictable. The hesitation does warrant an answer that will unfold as the process continues with all involved stakeholders.

Willis: I am not placing blame on chapter. The Auditor General made a large accounting mistake. We must follow-up on the Auditor General; and Veteran's \$1.9 Million dollar lost.

8. Requesting ASC and DCD to conduct training on MIP Chapter Financials

Motion) Willis Becenti Second) Adella BeGaye Vote: 20-0-2

Angie Brown: Requests for ASC and DCD to conduct a workshop – training session for the community to better understand the chapter financials.

9. Contract between Navajo Nation and ITG – MIP Accounting System

Motion) Emory James Second) Willis Becenti Vote: 20-0-2

President James: ITG Scope of Work is Navajo Chapters and Chapter Officials.

Encourages a Navajo Nation wide Re-bid for a better chapter accounting system,

10. Save the Confluence – Western Agency

Motion to Amend Agenda: Save the Confluence – Oppose the Construction

Amending Motion) Adella Begaye Second) Daniel Staley Vote: 18-0-3

Save the Confluence – Oppose the Construction

Motion) Willis Becenti Second) Sarah James Vote: 20-0-2

Albert Hale supports the confluence construction.

Daniel Staley: Proposed Confluence construction site a very sacred site to our Navajo people, the site should never be disturbed, because of the reverence I was taught as a child from my elders.

III. Reports

****Floor is given to Secretary/Treasurer Nata'ani: Respectfully requests from the community to support a streamlining effort to commence after today's meeting on the Report Section of the Chapter Agenda, as follows: All chapter committees, subcommittees, government entities, and other stakeholders, are encouraged to email their intention to present a report during a chapter planning and regular meeting to the Secretary/Treasurer to be added onto the Agenda; as all currently listed reports will not be automatically added to the agenda, and expected to submit a report, as practiced in prior agenda preparation.****

Community supports new report practice, no objections.

A. Chinle Unified School District

B. Council Delegate: *Submitted Legislative Branch newsletter*

Emergency Funds – 33 chapters were under \$10K, Seth Damon

C. Chapter Officials

D. CHR

E. Farm Board

F. CLUPc

G. Senior Center

****No motion to accept Reports****

IV. DATE AND TIME OF NEXT MEETING

February 15, 2017, at 10 AM – Tsailé-Wheatfields-Blackrock Chapter House

V. ADJOURNMENT

**Motion to Adjourn 1) Willis Becenti 2) Winnie Henry Vote: All Vote Yes
Meeting adjourned 2:34 PM**

Chapter Meetings electronically processed and submitted by Chapter Secretary/Treasurer Kuhyonre E. Nata'ani