District 6 Joint Council

Plan of Operation

1. Establishment
   1. The District 6 Joint Council is hereby established under recognition of the Legislative Branch of the Navajo Nation Government to twenty-four (24) delegates for funding and recognition.
   2. The District 6 Joint Council is hereby established be the chapters (Comprised of Baahaali, Chichiltah, Manuelito, Rock Springs, Tselichii, and Tsayatoh) by the adoption of the Plan of Operation by reoslution of each member of the Joint Council.
   3. The District 6 Joint Council is endorsed by the Resources and Development Committee of the Navajo Nation per Legislation #\_\_\_\_.
2. Purpose and Objectives
   1. The purpose of the District 6 Joiont Council shall be to advocate for, encourage, and promote community project support; interact with other local governments; and assist the local chapter governments to develop their five management systems for governance certification.
   2. The objectives of the District 6 Joint Council shall be to:
      1. Advocate for and to assure that the sovereign status of the local chapter governments will be maintained and strengthened through collective support.
      2. Preserve and respect the chapter membership of their traditional and cultural value, while integrating modern technology and government reform into the current chapter government system.
      3. Study and evaluate ways to achieve accountable, representative, and responsible local chapter governments.
      4. Assess and develop ways to improve the Navajo Nationcapabiltiites for enhanced service and delivery.
      5. Provide encouragement and ways to assist loval chapter governments to develop and implement the five management systems as required by the Local Governance Act, N.N.C., 102.
      6. Establish and maintain effective communications with local, state, federal, and other authorities on matters related to improving the health, safety, and welfare of the District 6 Joint CouncilChapters and its membership.
   3. To coordinate and communicate effectively with the Council Delegate and Staff Assistant.
3. Membership
   1. The District 6 Joint Council shall consist of all Chapter Presidents, Vice-Presidents, and Secretary/Treasurers of the following certified Navajo Nation Chapters:
      1. Bááháálí
      2. Chichiltah
      3. Manuelito
      4. Rock Springs
      5. Tselichii
      6. Tsayatoh
   2. Membership At-Large: The Navajo Nation Council Delegate, Land Board Members, and Cahpter Coordinators/Managers of the above listed chapters shall be members at-large and vote on all matters pertaining to District 6 Joint Council agenda; however, they shall not be counted towards the establishment of a quorum.
4. Enumerated Duties and Responsibilities
   1. The District 6 Joint Council shall:
      1. Work cooperatively with their respective Local Governance Support Centers (LGSC) by providing timelines for tasks as they directly relate to the objecties set forth in this plan of operation and prioritizing the chapter governance certification as rewuired by 26 N.N.C 102 and 103. This authority shall not include supervision of the Senior Program and Project Specialist and other LGSC personnel.
      2. Establish and maintain mutually respectful partnership with the Navajo Nation programs, outside entities, and community members.
      3. Recommend and encourage support resolution to the Navajo Nation Council and the standing committies on community projects, funding, and other matters pertaining to the welfare of the Navajo Public.
      4. Advise and recommend to the Navajo Nation Council all matters pertaining to issues on sovereignty, water rights, civil rights, etc.
      5. Seek consultation with members of the Navajo Nation Council on matters related to the Navajo Nation Operation Budget.
      6. Recommend membership to the Eastern Agency Bureau of Indian Affairs Road Committee, the Commission of Navajo Government Development and other appointments as necessary.
      7. Recommend legislation that affects the local chapter governments to the Navajo Nation Council.
      8. Adopt Rules of Order for conducting District 6 Joint Council meetings, and selection of its officers.
      9. Assist and encourage local chapter governments to develop, adopt, and forward their five management systems policies manual to the Office of the Auditor General for recommendation to the Resource and Infrastructure Committee for final adoption.
      10. Seek input and guidance from the President of the Navajo Nation, the Speaker of the Navajo Nation Council, standing committees of the Navajo Nation Council, and Office of Government Development regarding major development and issues affecting the Navajo Nation Government and the local chapter governments.
5. Meetings, Order of Business, and Quorum
   1. The District 6 Joint Council shall conduct one (1) regular meeting every quarter or any number of meetings contingent upon the Navajo Nation Operating Budget as adopted by the Navajo Nation Council.
   2. All District 6 Joint Council meetings shall be conducted within the District 6. Any meeting(s) outside the District 6 must be approved by majority vote of the council at a regularly scheduled meeting.
   3. The District 6 Joint Council shall conduct their meetings in accordance with the Rules of Order adopted by the District 6 Joint Council in which there will be the following order of business on the agenda.
      1. Call Meeting to Order
      2. Roll Call
      3. Invocation
      4. Review and Adoption of Agenda
      5. Reading and Approval of the Previous Meeting Minutes
      6. Old Business
      7. New Business
      8. Receive Reports
      9. Time and Place of Next Meeting
      10. Adjournment
   4. The quorum of the District 6 Joint Council shall consist of a simple majority of the members of the council. Membership At-Large is not included in the establishment of a quorum to conduct an official meeting.
   5. All District 6 Joint Council meetings shall be open to the public.
6. District 6 Joint Council Duties and Responsibilities
   1. The District 6 Joint Council presiding officers will be the officers of the host chapter. Thus, the presiding officers will rotate as each host chapter serves as the presiding officers for meetings held at host chapter.
   2. Chairperson shall have the following duties and responsibilities :
      1. Preside over all District 6 Joint Council meetings.
      2. Consult with the Vice Chairperson, Secretary, Council Delegate, and the Local Governance Support Center staff in preparation of the agenda for each District 6 Joint Council Meeting.
      3. Sign all claim forms submitted by the District 6 Joint Council members. The chairperson’s meeting claim form shall be signed and verified by the Vice Chairperson or the Secretary after each meeting.
      4. Certify all officials’ documents such as resolutions approved by the District 6 Joint Council.
      5. Work cooperatively with the Local Governance Support Center to ensure that all respective District 6 Joint Council actions are appropriately communicated to the appropriate agencies of the Navajo government and local chapter governments.
      6. Adjourn or postpose a District 6 Joint Council meeting in the event of:
         1. Lack of a quorum
         2. Disorder at the meeting
         3. Unforeseen emergency
      7. Vote in case of a tie.
      8. In absence of Secretary, can appoint a recorder.
   3. The Vice Chairperson shall:
      1. Automatically assume the duties and responsibilities of leadership in the absent of the Chairperson during the District 6 Joint Council meetings.
      2. Conduct roll call.
   4. The Secretary shall:
      1. Maintain complete and accurate records of all District 6 Joint Council meetings and activities.
      2. Prepare and finalize all resolutions, letters, and other important documents for distribution to Council Delegate Office and District 6 Joint Council Chapters.
      3. Take the minutes of District 6 Joint Council meetings and record in detail all resolutions, votes, and other official sections of the District 6 Joint Council.
      4. Follow up with Council Delegate and Staff Assistant on all referrals of resolutions, correspondence, and other related matters.
   5. The Council Delegate shall:
      1. The Council Delegate in consultation with affected chapters, can call an emergency or special meeting at the affected chapter. The emergency or special meeting will not require a quorum.
      2. Follow-up with tribal, federal, and state governments, or their agencies on resolutions, ordinances, recommendations, proposals, and projects of the District 6 Joint Council.
      3. Maintain records at central office make appropriate referrals and report to District 6 Joint Council on status of resolutions and matters submitted to Council Delegate by the District 6 Joint Council.
      4. Follow up on all resolutions, correspondence, and related matters.
      5. Shall report to the District 6 Joint Council on all matters and activities of the Navajo Nation Council; or in absence, shall designate staff assistant to make the report.
   6. The Staff Assistant shall:
      1. There shall be a staff assistamt provided the Navajo Nation Council appropriates funds and shall serve at the pleasure of the Council Delegate.
      2. be directly responsible to the Council Delegate and serve as a conduit between the Delegate and the District 6 Joint Council Chapters.
      3. Assist in all council meetings.
      4. Maintain an office at Tsayatoh Chapter.
      5. Maintain all records and files.
      6. Represent the Council Delegate at various meetings affecting the District 6 Joint Council Communities.
7. Compensation
   1. Council members may be compensated $300.00 for attending the entire District 6 Jont Council meetinif at option of individual chapters. The presiding chairperson shall verify roll call and attendance sheets at the conclusion of the meeting with his or her signature.
   2. The claim forms shall be submitted to the respective chapter administrationi, along with the sign-in sheet to verify attendance and compensation.
8. Procedural Rules for Motions
   1. The District 6 Joint Council may adopt standard rules for conducting council meetings:
      1. The approval or amendments to the agenda, minutes, reports and resolution(s) shall be done in the following manner:
         1. Upon presenting the agenda, minutes, report(s), resolution(s) and/or issue(s) of the agenda, the District 6 Joint Council Chairperson shall request a motion to accept the matter before the council membership and recognize a second to the main motion.
         2. Upon receiving a motion and a second to the main motion, the Chairperson shall provide an opportunity to members of the council to address the matters before them.
         3. Any member of the District 6 Joint Council may propose an amendment to the main motion, which would require a second. The District 6 Joint Council membership shall vote on the proposed amendment motion. If the amendment motion passes, it shall take precedence over the part of the main motion subject to proposed amendments. Only one motion to amend the main motion shall be on the floor.
         4. Any member of the District 6 Joint Council may propose a substitute motion and if it passes, it shall take the place of the main motion. The substitute motion shall be seconded and voted on.
         5. Any member of the District 6 Joint Council may propose to table the legislation or issue before the council. The motion to table the matter shall be seconded and voted on. If the tabling motion passes, it shall take precedence over other motions.
      2. The Council Chairperson is prohibited from making motions and making second motions.
9. Amendments

The provisions herein may be amended from time to time by the infrastructure and Resources Committee of the Navajo Nation Council at the recommendation of the District 6 Joint Council.