



WESTERN NAVAJO AGENCY VETERAN ORGANIZATION

GABRIELLA MEHL, WNAVO COMMANDER
LESLIE DELE, WNAVO VICE-COMMANDER
LATANYA WILLIAMS, WNAVO SECRETARY

Western Navajo Agency Veteran Organization Resolution No.: WNAVO-2025-05-20-1

A RESOLUTION OF THE WESTERN NAVAJO AGENCY VETERAN ORGANIZATION SUPPORTING THE RESCINDING OF THE 2014 WESTERN NAVAJO AGENCY VETERAN ORGANIZATION PLAN OF OPERATION.

WHEREAS:

1. The Western Navajo Agency Veterans Organization (WNAVO) is established to advocate for the eighteen (18) Chapter Veteran Organization (CVO) within the Western Navajo Agency of the Navajo Nation and is charged with the responsibilities of representing these CVOs; and,
2. The WNAVO Policy, Procedures & By-Laws designated the presiding officers' duties and responsibilities and that these officers are also determined in accordance to the Policy, Procedures & By-Laws; and,
3. The 2014 WNAVO Plan of Operation is to be rescinded by the WNAVO officers present at a duly called meeting with a quorum present; and,

NOW THEREFORE IT BE RESOLVED:

The Western Navajo Agency Veteran Organization hereby Rescinds the 2014 WNAVO Plan of Operation.



C-E-R-T-I-F-I-C-A-T-I-O-N

We hear by certified that a foregoing plan of operation was duly considered and approved by Western Navajo Agency Veteran Organization at a duly called meeting at **Tonalea, Arizona, Navajo Nation** at which a quorum was present, and that the same was passed by vote of **9 In Favor, 0 Opposed, and 1 Abstained**, on this **20th day of May, 2025**.

Motion: Billy Goodman jr.

2nd Motion: Wayne Curley

Gabriella S. Mehl
GABRIELLA S. MEHL, COMMANDER

Leslie Dele
LESLIE DELE, VICE COMMANDER

Latanya Williams
LATANYA WILLIAMS, SECRETARY/TREASURER



WESTERN NAVAJO AGENCY VETERANS ORGANIZATION
POLICY, PROCEDURES & BY-LAWS

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Revised 05/20/2025

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ARTICLE I - NAME OF ORGANIZATION

The Name of Organization: Western Navajo Agency Veterans Organization also known as the WNAVO or Organization.

ARTICLE II – MISSION STATEMENT

Mission Statement: To evaluate, develop and promote new and existing programs and services for Navajo Veterans and their families.

ARTICLE III – VISION STATEMENT

Vision Statement: That the Navajo Nation offers Navajo Veterans quality services and programs to ensure the enrichment and enhancement of life for Navajo men and women who served in the United States Armed Forces and their families.

ARTICLE IV - PURPOSE AND OBJECTIVE

Section 1. **Purpose:** The purpose of the Western Navajo Agency Veterans Organization is to provide recommendation to governmental entities from local governance to national. To include, but not limited to, Office of the Navajo Nation President and Vice-President (NN OP/VP), Navajo Nation Council (NNC) and Navajo Nation Veteran Administration (NNVA) Executive Director on policies and procedures of the NNVA, and to advocate on behalf of all Navajo Nation Veterans, qualified surviving spouses and Gold Star Mothers with quality, transparent and consistent service.

Section 2. **Objectives:** The objectives of the WNAVO are:

- A. Have a clear understanding and working knowledge of the purpose and mission of the WNAVO.
- B. Have a clear understanding and working knowledge of the purpose and mission of the Navajo Nation Veterans Administration (NNVA).
- C. To promote public awareness and garner support for the veteran's community and their families while identifying their issues within the Navajo Nation.
- D. Meet bi-monthly to develop policy, budget and program recommendations and advice to Navajo Nation President, Vice-President, and NNVA Executive Director regarding Navajo Nation Veterans' issues.
- E. Address the needs of Navajo Nation Veterans with other Navajo commissions, boards, agencies, and organizations as appropriate.
- F. Participate in the legislative process at local, tribal, state, federal, or national levels.



- G. Through the NNVA, maintain a Resource Guide to include community and social services points of contact available to the veterans' community and their families.
- H. Conduct a Navajo Nation nation-wide communication effort to keep Navajo Veterans and their families informed of benefits and services.
- I. To strengthen the common Veterans' cause and ensure that the community is aware of the veterans' rights and needs.
- J. To preserve the Honor due to all Veterans.
- K. To help Veterans and their families transition to civilian life.
- L. To cooperatively and professionally work with the Office of the Navajo Nation President and Vice-President (OPVP), Navajo Nation Council (NNC), Health, Education and Human Services Committee (HEHSC) and the NNVA on policies, programs, and concerns relating to Navajo Veteran's interest, and to maintain a working relationship with all other agencies servicing Navajo Veterans.
- M. To recognize and honor citizens for distinguished service in addressing Navajo Veterans' needs and concerns.



ARTICLE V - MEMBERSHIP

- Section 1. **Membership of the Organization:** The WNAVO shall consist of eighteen (18) members; one (1) member selected by each Chapter Veteran Organization (CVO), as a designated voting member.
- A. Members being appointed to the WNAVO from their respective CVO shall have a supporting resolution from that CVO indicating that they are the new representatives from that chapter.
 - B. The CVO Commander is the designated representative, but an authorized representative for the CVO leadership may represent their CVO at the WNAVO meetings.

ARTICLE VI - OFFICERS

- Section 1. **Officers:** The Officers of Western Navajo Agency Veterans Organization (WNAVO) shall consist of a Commander (CC), a Vice-Commander (VCC), and an Adjutant/Secretary.
- Section 2. **Selection of Officers:** The Commander, Vice-Commander and Adjutant/Secretary shall be elected at the last quarter before the new fiscal year, from among the membership, and shall hold office for a term of **two (2)** years or until their successors are elected. In the case of the absence or incapacity of both the Commander and Vice-Commander, the other members may elect an Acting Commander to serve during the period of absence or incapacity of the Commander and Vice-Commander.

ARTICLE VII - DUTIES OF OFFICERS

Section 1. **Duties:** Duties and Responsibilities of Officers:

A. **Commander.** The Commander (CC) shall:

1. Preside and maintain order during all duly WNAVO called meetings; and
2. Enforce the observance of the Policy, Procedure & By-Laws; and
3. Strive for achievement of the purpose and objective of the Organization; and
4. Represent the WNAVO at accepted functions; and
5. The WNAVO Commander shall appoint standing committee Chairpersons and other committee Chairpersons as deemed necessary. If the Chairperson is unable to perform his/her regular duties, the WNAVO Commander shall delegate the responsibilities of the office of the Vice-Chairperson; and
6. Seek input from the CVO's, NNVA, and pertinent parties regarding proposed agenda items for upcoming WNAVO meetings; and
7. Ensure that the duties and responsibilities are carried-out by the Vice-Commander, Adjutant/Secretary and members of the Organization; and
8. Shall consult with the Vice-Commander and Adjutant/Secretary in preparation of the WNAVO meeting agenda; and
9. Provide equal opportunity for members of the WNAVO to speak on issues, topics of discussion, Organization advice, recommendations, and concerns; and
10. Adjourn or postpones WNAVO meetings in the event of: loss of quorum, disruptive behavior, and/ or unforeseen emergency; and
11. Vote in a case of a tie; and
12. Call emergency or special meetings; and
13. Carry-out the decisions of the WNAVO and not to frustrate those decision in any way; and
14. Delegate to the Vice-Commander certain duties and responsibilities of the Commander when the Commander is incapacitated or during a leave of absence.

B. **Vice- Commander.** The Vice-Commander (VCC) shall:

1. Perform the duties of the Commander in the absence or incapacity of the Commander or in cases or resignation; and
2. Perform such duties as are imposed on the Commander until the Organization nominates a new Vice Commander, if the current Commander should accept the



role of the Organization Commander; and

3. Support and assist the Commander and the Adjutant/Secretary of the WNAVO.

C. Adjutant/Secretary. The Adjutant/Secretary shall:

1. Keep the record of the Organization; and
2. Act as Adjutant/ Secretary of the meetings of the Organization and record all votes; and
3. Keep a record of the proceedings of the Organization in a journal of proceedings to be kept for such purposes; and
4. Perform all duties incident of his/her office; and
5. Support and assist the Commander and Vice-Commander of the WNAVO.

D. Navajo Nation Veterans Advisory Council Members. Pursuant to N.N.C. Resolution CJA-3-16, Navajo Nation Veterans Act; Title II, Chapter 5, Subchapter 1, Article 4, § 1033, The Navajo Nation Veterans Advisory Council is duly established by the Navajo Nation.

1. The Navajo Nation Veterans Advisory Council (NNVAC) is duly recognized by the Navajo Nation to provide recommendations to the Navajo Nation President and Vice President, and NNVA Executive Director and advocate on behalf of all Navajo Nation Veterans with quality, transparent and consistent service;
2. The Commander, by default, has membership of the NNVAC as one of two members of the Navajo Nation Veterans Advisory Council component;
3. The other component is either male or female representative (as dependent on the gender of the WNAVO Commander) from within the agency and is one of two members of the NNVAC as nominated and selected by the Organization;
4. They strive for achievement of the purpose and objective of the Organization;
 1. Consult with the Commander, Vice-Commander and Adjutant/Secretary in preparation of the WNAVO and NNVAC meeting agenda; and
 2. Seek input from the CVOs, NNVA, and pertinent parties regarding proposed agenda items for upcoming NNVAC meetings; and
 3. Carry-out decisions of the WNAVO and not to frustrate those decisions in any way; and
 4. Represent the WNAVO at accepted functions.



E. Members. All members of the Western Navajo Agency Veterans Organization shall:

1. Serve to their best of ability; and

2. Zealously represent with honor and respect, all Navajo Nation Veteran past, present and future; and
 3. Act ethically and morally in presenting equally for all Navajo Nation Veterans; and
 4. Maintain and observe the WNAVO Policy, Procedures & By-Laws; and
 5. Provide effective communication to the WNAVO Commander, Vice-Commander, and Adjutant/Secretary; and
 6. Submit and post the meeting minutes, resolutions, supporting/ official documents of the Organization within five (5) working days after the WNAVO actions; and
 7. Elected Officers and members of the WNAVO, immediately upon, resignation, removal or expiration of term shall turn over to the successor, all records, sign in sheets, agendas, meeting minutes, resolutions, Official Letters no later than five (5) working days to ensure continuity of the WNAVO.
2. **Ex-Officio.** Ex-Officio members have no voting privileges but entitle to regular participation and such powers and rights may be extended to include the NNVA Agency personnel.

ARTICLE VIII - REMOVAL/ RESIGNATION

Section 1. **Removal.** An Officer shall be subject to removal, with or without cause, at a meeting called for that purpose. Any vacancy that occurs on the WNAVO leadership, whether by death, resignation, removal or any other cause, may be filled by the members of the Organization. An officer elected to fill a vacancy shall serve the remaining term of his or her predecessor, or until a successor has been elected and qualified.

Section 2. **Resignation.** Any officer may resign effective upon giving written notice to the Commander of the Organization, the Vice-Commander, or the Secretary, unless the notice specifies a later time for the effectiveness of such resignation. If the resignation is effective at a future time, a successor may be elected to take office when the resignation becomes effective.

Section 3. **Vacancies.** Should the position of Commander and/or Vice-Commander become vacant, the Organization shall elect a successor from its membership at the next regular meeting, and such election shall be for the unexpired term of said office. When the office of Adjutant/ Secretary becomes vacant, the Organization shall appoint a successor, as aforesaid.

ARTICLE IX - VOTING

Each Organization member, in attendance at any given meeting, shall have one vote on all matters that shall come before the Organization. The Commander, as a regular member of the Organization, may vote in any issue that comes before the Organization.



ARTICLE X - STAFF SUPPORT

- Section 1. The Staff Liaison of the WNAVO shall be NNVA staff personnel then serving.
- Section 2. The NNVA shall provide the staff necessary to perform the administrative duties of the Organization. Duties include:
- A. Maintain a permanent file of the minutes of the Organization; and
 - B. Receipt, preparation and transmittal of any correspondence of the Organization as well as maintenance of a permanent file of such correspondence; and
 - C. Processing administration paperwork for the processing and payment of meeting stipend and travel related expenses; and
 - D. Other duties as may be requested by the Organization, and subsequently to approval by the NNVA Executive Director.

ARTICLE XI - MEETING OF THE ORGANIZATION

- Section 1. **Conduct of Meetings.** All meetings of the Organization shall be conducted in accordance with accepted Revised Robert's Rules of Order.
- Section 2. **Regular Meeting.** Bi-monthly meetings of the Organization shall be held at such times and places as determined by the Organization.
- Section 3. **Special Meeting.** Special meetings of the Organization may be called at the request of the Commander, or upon the written request of any Organization member, at any time. The Organization's Adjutant/Secretary shall give notice by e-mail and phone to all Organization Members, of such special meeting to be held no more than twenty-four (24) hours after receipt of the request, setting the time and place of the meeting and giving a statement of the purpose for the meeting.
- Section 4. **Executive Session.** The Organization may go into Executive Session during a part of the any meeting by majority vote. Any Organization may request to go into Executive Session only when very sensitive nature may arise.
- Section 5. **Meeting and Meeting Process.**
- A. **Notice of Agenda.** The agenda for each regular meeting shall be proposed by Commander with consultation of the Vice-Commander, Adjutant/Secretary and NNVA office personnel.
 1. Notice and proposed agenda for each meeting of the Organization shall be emailed to each member at least seven (7) days prior to the date of the meeting.
 2. Agenda items will include; roll call, call the meeting to order, invocation, a moment of silence, the pledge of allegiance, introduction of guest(s), approval of agenda, reading and approval of previous meeting minutes, reports from the Officers, Agency Representative(s), and NNVA Executive Director, others, presentation(s), old/unfinished business, new business/action item(s),



announcement(s), next WNAVO meeting, and meeting adjournment.

- B. **Acting and Voting.** All actions of the Organization shall be of record, whether determined by formal resolution or majority vote on a motion and a second in a duly called meeting of the Organization.
- C. **Minutes.** A thorough record shall be kept of all actions of the Organization, in minutes subject to approval by majority vote of the Organization at its next regular meeting.
1. Such minutes shall record the date, time and place of the meeting, and adjournment; the sign in of attendances of the WNAVO and other participants; the agenda adopted; and the motion and second motion to the main motion of any action; the exact content of the action and the tally of votes (in Favor, Opposed, and Abstained) taken or the declaration of consensus by the Commander of the meeting.
 2. Minutes must reflect the names of the individuals main motion and second motion to the main motion, but not voting on an action, and shall not reflect individual contribution to the discussion of an action's information involving the person interest of individuals, or propriety information of the WNAVO.
 3. The Organization Adjutant/Secretary shall ensure that the minutes are distributed to the Organization members within five (5) working days, minutes of all meetings, once approved by the Organization, shall be kept in chronological order and available as public record.
- D. **Quorum.** A majority of the members (10) of the Organization shall constitute a quorum to conduct business.
1. The quorum composition, during the emergency (ie. Declared national emergency due to worldwide pandemic), may be reduced. In such circumstances, two (2) officers and two (2) organizational members will constitute a quorum.
 2. In absence of a quorum, a majority the officers may adjourn the meeting to another time without further notice. If the quorum is represented at an adjourned meeting, any business may be transacted that might have been transacted at the meeting as originally scheduled.
 3. The officers present at a meeting represented by a quorum may continue to transact business until adjournment, even if the withdrawal of some members results in representation of less than quorum.
- E. **Compensation.** The Organization members shall receive meeting stipend and travel expense reimbursement pursuant to Navajo Nation laws, policies and procedures and budget.
- F. **Order of Business.** At the regular or special meeting of the Organization the following shall be the order of business:
1. Take Roll
 2. Call the meeting to order



3. Invocation/ Pledge of Allegiance
4. Moment of Silence
5. Introduction of Guest(s)
6. Review and approval of the meeting agenda
7. Review and approval of the previous meeting minutes
8. Reports
9. Old/Unfinished Business
10. New Business/ Action Item(s)
11. Announcement(s)
12. Next WNAVO meeting
13. Adjournment



Section 6. **Place of Meeting.** Meetings shall be held at the organization's principal place of business unless otherwise stated in the notice.

- A. Organizational members may participate in any meeting of WNAVO by means of remote communication to the extent the Organization authorized such guidelines and procedures as the Organization adopts.
- B. Members participating in a WNAVO meeting by means of remote communication shall be deemed present and may vote at a meeting if the Organization has implemented reasonable measures:
 1. To verify that each person participating remotely is a member.
 2. To provide such members a reasonable opportunity to participate in the meeting and to vote on matters submitted to the Organization, including an opportunity to communicate, and to read or hear the proceedings of the meeting, substantially concurrent with such proceedings.

Section 7. **Public Attendance/Participation.** All meetings of the Organization shall be open to the public. Members of the public will be recognized as appropriate.

- A. Any individual wishing to make a formal presentation at a regularly scheduled meeting of the Organization shall notify the Organizational officers or the NNVA staff personnel at least seven (7) days prior to the time set for the meeting. Such notification shall contain the person's name, address, organization represented, if any, and topic to be presented. Any individual shall be permitted to speak at any meeting for no more than five (5) minutes.

ARTICLE XII - CONDUCT OF MEMBERS

Section 1. **Conduct of Members.** The members of the Western Navajo Agency Veterans Organization (WNAVO) are expected to uphold the high standards commensurate as Veterans of the United States Armed Forces and the Navajo Nation Government. The following items are grounds for dismissal:

- A. Failure to attend three (3) consecutive meetings; Any WNAVO officer shall be removed from their position if he/she has an unexcused absence for three (3) consecutive regular meetings; or



B. Misconduct is defined: Abusive behavior, predatory behavior, sexual harassment, physical, verbal, or written threats (by hand or electronically), theft, vandalism, and other criminal activities; discriminatory behavior; and general conduct unbecoming that of a Veteran of the United States Armed Forces; or

C. Any activities not listed that bring discredit upon the WNAVO.

ARTICLE XIII - REPORTS

The Organization shall submit a report, as requested, to the NNVA Executive Director for forwarding to the Navajo Nation Council (NNC), Health, Education & Human Services Committee (HEHSC) and Navajo Nation Executive Branch concerning its activities and recommendations.

ARTICLE XIV - POLICY

Section 1. The WNAVO shall not adopt policies in conflict with the Navajo Nation Governmental Laws and Navajo Nation Veterans Act.

Section 2. The WNAVO shall not be used as an influence, directly or indirectly, in any political election or activity for personal gain. The WNAVO shall not participate in or intervene in any political campaign on behalf of any candidate for public office, including the publishing or distributing of statements. Nothing in this Section shall prohibit individual members of the Organization from participating in political activities including, but not limited to, seeking or holding to seeking or holding public office.

Section 3. No member of the WNAVO shall, without proper-delegated authority, obligate or incur any liabilities in the name of the Western Navajo Agency Veteran Organization.

Section 4. The WNAVO, as an entity, shall not attempt to influence legislation unless it pertains to Veteran's concerns.

ARTICLE XVI - AMENDMENTS

The Western Navajo Agency Veterans Organization Policy, Procedures & By-Laws may be amended at any regular or special meeting, providing that previous notice was given in writing at the prior meeting and then sent to all members of the Organization by the Adjutant/Secretary. Notice may be given by postal mail, e-mail, or fax. Amendment will be approved by a two-thirds ($\frac{2}{3}$) vote of those present, assuming a quorum.

ARTICLE XV - APPROVAL and CERTIFICATION

Approval. The foregoing WNAVO Policy, Procedure & By-Laws shall be the true original publication of this organization and adopted at the meeting by the majority of the members on this date.

